

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 Thursday, January 5, 2017 at 5:30 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
Milton Andrade	Board Supervisor, Vice Chairman
Lee Thompson	Board Supervisor, Assistant Secretary
Erika Mitchell	Board Supervisor, Assistant Secretary

Also Present Were:

Joe Roethke	District Manager, Rizzetta & Company, Inc.
Sarah Sandy	District Counsel, Hopping Green & Sams (via phone)
Brian Mahar	Yellowstone Landscape

Audience

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

A resident asked about fencing near eagle's nest.

A resident asked about budgeting and CDD costs.

A resident asked about maintenance issues around lake and additional signage.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Newly Elected Supervisor

This was deferred to next month's meeting.

47 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
48 **Supervisor's Landowner and Regular Meetings**
49 **held on November 3, 2016**
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On a Motion by Ms. Valenti, seconded by Mr. Andrade, with all in favor, the Board of Supervisors approved the Landowner and Regular Minutes of the Board of Supervisors' meeting held on November 3, 2016 as presented for Long Lake Ranch Community Development District.

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52 **FIFTH ORDER OF BUSINESS** **Consideration of the Operation and**
53 **Maintenance Expenditures for October and**
54 **November 2016**
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On a motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for October 2016 (\$800.14) and November 2016 (\$166,252.53) as presented for Long Lake Ranch Community Development District.

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57 **SIXTH ORDER OF BUSINESS** **Ratification of Construction Requisition #1**
58

<u>Number</u>	<u>Name</u>	<u>Dollar Amount</u>
CR1	Long Lake Ranch, LLC	\$2,745,388.52

On a motion by Mr. Thompson, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors ratified Construction Requisition #1 for Long Lake Ranch Community Development District.

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62 **SEVENTH ORDER OF BUSINESS** **Series 2015 Construction Requisition**
63

64 **i. Ratification of Settlement Agreement**
65 **with Moretrench**
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67 Mr. Roethke presented a settlement agreement between Moretrench and Long Lake Ranch
68 CDD, which is executed and requires Board ratification. Ms. Sandy updated the Board on the
69 background of this agreement.
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On a motion by Ms. Mitchell, seconded by Mr. Thompson, with all in favor, the Board of Supervisors ratified the Settlement Agreement with Moretrench as presented for Long Lake Ranch Community Development District.

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72 **ii. Ratification of Final Pay Application**
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74 Mr. Roethke presented a final pay application with Moretrench that has been executed and
75 requires Board ratification.

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On a motion by Ms. Valenti, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors ratified the final pay application with Moretrench as presented for Long Lake Ranch Community Development District.

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EIGHTH ORDER OF BUSINESS

Ratification of Change Order #1

CHANGE ORDER#	CONTRACTOR	DESCRIPTION	AMOUNT
1 REV	RIPA	Water 1B: 2" sleeve Duke Energy 4" sleeve Duke Energy	217,500.18

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On a motion by Ms. Mitchell, seconded by Ms. Valenti, with all in favor, the Board of Supervisors ratified the change order #1 from RIPA as presented for Long Lake Ranch Community Development District.

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NINTH ORDER OF BUSINESS

Presentation of Field Inspection Report

Mr. Roethke presented the field inspection report to the Board.

Mr. Mahar reviewed any issues presented in the report with the Board.

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TENTH ORDER OF BUSINESS

Consideration for Landscape Enhancement Proposals

There were no proposals.

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ELEVENTH ORDER OF BUSINESS

Ratification of Proposal for Annual Rotation Installation

Mr. Roethke presented a proposal for the annual flower rotation, which has already been executed and requires Board ratification.

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On a motion by Ms. Mitchell, seconded by Mr. Andrade, with all in favor, the Board of Supervisors ratified the proposal from Yellowstone Landscape for annual flower rotation at a total cost of (\$7,365.60) for Long Lake Ranch Community Development District.

(Mr. Mahar left while the meeting was in progress at 6:03 p.m.)

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-09,
Ratification Resolution for the Series 2016
Bonds**

Mr. Roethke presented Resolution 2017-09 to the Board, which ratifies the sale of the Series 2016 Bonds. Ms. Sandy reviewed the details of this Resolution with the Board.

On a motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors adopted Resolution 2017-09 for Long Lake Ranch Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Second Amended and
Restated Disclosure of Public Financing**

Mr. Roethke presented the Second Amended and Restated Disclosure of Public Financing and Ms. Sandy reviewed the details of this document with the Board.

On a motion by Ms. Valenti, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Second Amended and Restated Disclosure of Public Financing for Long Lake Ranch Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Village 3G / Daggerwing Blvd.
Construction Project**

Mr. Roethke presented the Project manual for the Village 3G/Daggerwing Blvd to the Board. It was noted that Long Lake Ranch LLC will be contracting with a vendor directly for this project, so the CDD will not need to take action on this item. The work is expected to commence in May and should be completed in October.

FIFTEENTH ORDER OF BUSINESS

**Ratification of Village 1A Lift Station License
and Maintenance with County**

Mr. Roethke presented a license and maintenance agreement for the Village 1A Lift Station between the CDD and Pasco County. This has been previously executed and requires Board ratification.

On a motion by Mr. Thompson, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors ratified Village 1A Lift Station License and Maintenance Agreement, and to assign authority to the Board Chair for Long Lake Ranch Community Development District.

135 **SIXTEENTH ORDER OF BUSINESS** **Presentation of Arbitrage Rebate Report**
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137 Mr. Roethke presented an Arbitrage Rebate Calculation Report for the Series 2015 Bonds and
138 informed the Board that there is no arbitrage liability at this time.
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140 **SEVENTEENTH ORDER OF BUSINESS** **Staff Reports**
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142 A. District Counsel
143 No report.
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145 B. District Engineer
146 Not present.
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148 C. Clubhouse Manager
149 Mr. Roethke presented the Clubhouse Management Report to the Board.
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151 D. District Manager
152 Mr. Roethke stated that the next regular meeting will be on Thursday, February 2, 2017 at
153 5:30 pm, at the Long Lake Ranch Amenity Center located at 19037 Long Lake Ranch
154 Blvd., Lutz, FL 33558.
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156 Mr. Roethke presented a letter on behalf of the CDD, which gives Cornerstone Solutions
157 Group the authority to act as the District's authorized agent in regards to any and all
158 landscape and irrigation plans within the scope of the contract being reviewed by the
159 County Development Review Department.
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On a motion by Mr. Thompson, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the authorization letter from Long Lake Ranch CDD to Cornerstone Solutions Group for Long Lake Ranch Community Development District.

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162 Mr. Roethke presented a flyer to the Board for a Supervisor CDD 101 Workshop that will
163 take place on January 19th at 6:30pm. All Board Supervisors are welcome to attend.
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165 **EIGHTEENTH ORDER OF BUSINESS** **Audience Comments**
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167 A resident asked about construction and street parking.
168 A resident asked about annual flower installation.
169 A resident asked about line-of-sight issues with decorative grasses.
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171 **Supervisor Requests**
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173 There were no Supervisor requests.
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177 **NINETEENTH ORDER OF BUSINESS** **Adjournment**
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179 Mr. Roethke stated that if there was no further business to come before the Board a motion to
180 adjourn the meeting would be in order.
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On a motion by Mr. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors adjourned the meeting at 6:36 p.m. for Long Lake Ranch Community Development District.

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Secretary/Assistant Secretary


Chairman/Vice-Chairman

LONG LAKE RANCH CDD
EXHIBIT TO 1-5-17 MINUTES:
Clubhouse Manager's Report
Authorization Letter



Long Lake Ranch Community Development District (CDD)

Long Lake Ranch Amenity Center

19037 Long Lake Ranch Boulevard, Lutz, FL 33558

Phone: (813) 406-4423

Email: manager@longlakeranch.club

December 2016 Clubhouse Operations/Maintenance Updates

- Securiteam fixed east gate card reader
- Securiteam fixed playground voice down communications
- Changed surveillance time to begin at 6:30pm
- Poop 911 relocated mail pavilion bulletin board
- Relocated conservation sign
- East gate hinges were repaired
- Animal holes filled throughout property
- Interior paint touched up
- Holiday decorations put up/taken down
- Duke Energy replaced destroyed light pole on Sunlake Blvd.
- Apex performed quarterly carpet cleaning

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LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

January 3, 2017

Re: Long Lake Ranch

To whom it may concern:

Pursuant to that Standard Form of Agreement Between Owner and Contractor for Construction Contract (Stipulated Price) dated February 14, 2014 (the "Contract"), by and between the Long Lake Ranch Community Development District ("Long Lake Ranch CDD") and Tree Farm 2, Inc. dba Cornerstone Solutions Group ("Cornerstone"), this is to grant written authorization to Mark Whitaker with Cornerstone to be my authorized agent in fact and to act on Long Lake Ranch CDD's behalf in regards to any and all landscape and irrigation plans within the scope of the Contract being reviewed by the County Development Review Department.

Sincerely,

Betty Valenti, Board Chair

State of Florida
County of Pasco

On this, the 5th day of January, 2017, before me a notary public, the undersigned officer, personally appeared Betty Valenti, of Long Lake Ranch CDD known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Notary Public

(Personalized Seal)