



Rizzetta & Company

Long Lake Reserve Community Development District

Board of Supervisors' Meeting September 24, 2020

To be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193 issued by Governor DeSantis, as subsequently extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

www.longlakecdd.org

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

Board of Supervisors	Betty Valenti Chloe Firebaugh Stephen Bennett Greg Crawford Lee Thompson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Bryan Radcliff	Rizzetta & Company, Inc.
District Counsel	Scott Steady	Burr Forman, PA
District Engineer	Tonja Stewart	Stantec Consulting

All cellular phones must be placed on mute during the conference, except for participation in the meeting discussion.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD• SUITE 100 • WESLEY CHAPEL, FL 33544
www.longlakecdd.org

August 16, 2020

**Board of Supervisors
Long Lake Reserve
Community
Development District**

FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors' of the Long Lake Reserve Community Development District will be held on **Thursday, September 24, 2020 at 9:00 a.m.** to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193 issued by Governor DeSantis, as subsequently extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meetings Held on August 27, 2020.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for August 2020.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Egis Insurance Proposal and Invoice....Tab 3
 - B. Discussion of Fall Hours and Use of Facilities
 - C. Discussion of AMTEC Arbitrage Report.....Tab 4
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Presentation of Aquatic Service Report.....Tab 5
 - C. Clubhouse Manager
 1. Presentation of August 2020 Clubhouse Report....Tab 6
 - D. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Bryan Radcliff
District Manager

Tab 1

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 RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The Special Meeting of the Long Lake Reserve Community Development District was held on **Thursday, August 27, 2020 at 6:01 p.m.** to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193 issued by Governor DeSantis, as subsequently extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum were:

Betty Valenti	Board Supervisor, Chairman
Stephen Bennett	Board Supervisor, Assistant Secretary
Lee Thompson	Board Supervisor, Assistant Secretary
Greg Crawford	Board Supervisor, Assistant Secretary

Also present were:

Bryan Radcliff	District Manager, Rizzetta & Company
Tonja Stewart	District Engineer, Rizzetta & Company
Angela Del Castillo	Clubhouse Manager

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Radcliff called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

The Board entertained Audience comments.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on July 23, 2020**

Mr. Radcliff presented the Meeting Minutes from the July 23, 2020, Board of Supervisors' Meeting.

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the July 23, 2020 Board of Supervisors' Meeting Minutes, as presented, for the Long Lake Reserve Community Development District.

50 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for July
2020**

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Mr. Radcliff presented the July 2020 Operation and Maintenance Expenditures to the Board.

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 July 2020 (\$42,497.35), for the Long Lake Reserve Community Development District.

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58 **FIFTH ORDER OF BUSINESS**

Clubhouse Re-Opening Discussion

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The Board approved a motion to allow District and/or Spirit Committee sponsored events at the pool area with proper social distancing and cleaning practices maintained.

On a Motion by Ms. Valenti, seconded by Mr. Bennett, with all in favor, the Board of Supervisors approved District and/or Spirit Committee sponsored events at the pool area with proper social distancing and cleaning practices maintained, for the Long Lake Reserve Community Development District.

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The Board approved for a tree removal with a not-to-exceed amount of \$1000.00.

On a Motion by Mr. Bennett, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved for a tree removal with a not-to-exceed amount of \$1000.00, for the Long Lake Reserve Community Development District.

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67 **SIXTH ORDER OF BUSINESS**

**Ratification of Yellowstone Proposal
#800460**

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On a Motion by Mr. Bennett, seconded by Mr. Crawford, with all in favor, the Board of Supervisors ratified the Yellowstone Proposal #800460 (\$1467.58), for the Long Lake Reserve Community Development District.

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71 **SEVENTH ORDER OF BUSINESS**

**Public Hearing on Adopting Final
Budget**

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On a Motion by Ms. Valenti, seconded by Mr. Bennett, with all in favor, the Board of Supervisors opened the Public Hearing on Adopting Final Budget, for the Long Lake Reserve Community Development District.

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On a Motion by Ms. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors closed the Public Hearing on Adopting Final Budget, for the Long Lake Reserve Community Development District.

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80 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2020-07;**
81 **Adopting FY 2020-2021 Final Budget**
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On a Motion by Ms. Valenti, seconded by Ms. Bennett, with all in favor, the Board of Supervisors adopted Resolution 2020-07; Adopting FY 2020-2021 Final Budget , for the Long Lake Reserve Community Development District.

83 **NINTH ORDER OF BUSINESS** **Public Hearing on Imposing Special**
84 **Assessments**
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On a Motion by Ms. Valenti, seconded by Mr. Bennett, with all in favor, the Board of Supervisors opened the Public Hearing on Imposing Special Assessments, for the Long Lake Reserve Community Development District.

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On a Motion by Mr Bennett, seconded by Mr. Thompson, with all in favor, the Board of Supervisors closed the Public Hearing on Imposing Special Assessments, for the Long Lake Reserve Community Development District.

88 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-08;**
89 **Imposing FY 2020-2021 Special**
90 **Assessments**
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On a Motion by Mr. Bennett, seconded by Mr. Crawford, with all in favor, the Board of Supervisors adopted Resolution 2020-08; Imposing FY 2020-2021 Special Assessments, for the Long Lake Reserve Community Development District.

93 **ELEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-03;**
94 **Setting FY 2020-2021 Meeting**
95 **Schedule**
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On a Motion by Mr. Thompson, seconded by Mr. Bennett, with all in favor, the Board of Supervisors adopted Resolution 2020-03; Setting FY 2020-2021 Meeting Schedule, for the Long Lake Reserve Community Development District.

98 **TWELFTH ORDER OF BUSINESS** **Staff Reports**
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101 **A. District Counsel**
102 Not present.

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104 **B. District Engineer**
105 No report.

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A discussion ensued regarding the District Engineer's Report.

On a Motion by Mr. Bennett, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved the District Engineer's Report, for the Long Lake Reserve Community Development District.

C. Clubhouse Manager

Ms. Del Castillo presented the Clubhouse Report, and there were no comments.

D. District Manager

Mr. Radcliff announced that the next scheduled meeting is for September 24, 2020 at 9:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

A resident commented on excessive weeds/overgrowth on walking paths within The District.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr Bennett requested increased attendance by Yellowstone at future meetings.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Mr. Radcliff stated that if there was no further business to come before the Board then a motion to adjourn was in order.

On a Motion by Mr. Thompson, seconded by Mr. Bennett, with all in favor the Board of Supervisors adjourned the meeting at 9:28 p.m., for the Long Lake Reserve Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures August 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$42,126.55**

Approval of Expenditures:

_____ Chairperson
_____ Vice Chairperson
_____ Assistant Secretary

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Austin Outdoor, LLC	001445	TM 125306	Monthly Landscape Maintenance 07/20	\$ 7,087.00
Austin Outdoor, LLC	001452	TM 135655	Monthly Landscape Maintenance 08/20	\$ 7,087.00
Austin Outdoor, LLC	001452	TM 139353	Install Sod - Leonard Rd. 08/20	\$ 507.14
Bright House Networks	001446	082530701081620	Account #825307-01 Clubhouse Internet 08/20	\$ 229.84
Burr & Forman LLP	001432	1175702	General Legal Services 06/20	\$ 350.00
County Sanitation	001436	10472899	Monthly Waste Services 08/20	\$ 2,537.77
Duke Energy	001437	10013 46097 07/20	19245 Breynia Dr. Sign, Monument, Irrigation 07/20	\$ 16.31
Duke Energy	001433	13538 97472 06/20	0000 Leonard Rd. Lite 06/20	\$ 2,070.59
Duke Energy	001437	28511 72106 07/20	19932 Leonard Rd Sign 07/20	\$ 18.58
Duke Energy	001433	41850 30400 07/20	00 Henley Road Streetlight 07/20	\$ 418.49
Duke Energy	001437	93654 45271 07/20	19617 Breynia Drive - Morsani Amenity 07/20	\$ 449.21
Duke Energy	001440	95207 17489 07/20	000 Henley Road - Street Lights 07/20	\$ 2,943.24

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
GEC Services, LLC	001447	IN000525652	Janitorial Supplies 08/20	\$ 388.89
GEC Services, LLC	001447	IN000526252	Janitorial Supplies 08/20	\$ 50.00
GEC Services, LLC	001447	RC000169351	Janitorial Services 08/20	\$ 844.35
Horner Environmental Professionals, Inc.	001438	216728	Chemical Treatment (Morsani) 06/20	\$ 500.00
Pasco County Utilities	001441	13753464	19244 Breynia Irrigation Drive-Account #0991370 07/20	\$ 244.96
Pasco County Utilities	001441	13754046	19617 Breynia Dr - Account #1002200 07/20	\$ 198.90
Pasco County Utilities	001441	13754047	19932 Leonard Rd - Account #1013880 07/20	\$ 673.13
Pasco County Utilities	001441	13754048	Morsani Phase 2 Irrigation - Account #1013885 07/20	\$ 153.16
Rizzetta & Company, Inc.	001434	INV0000051714	District Management Fees 08/20	\$ 3,850.00
Rizzetta Amenity Services, Inc.	001442	INV00000000007484	Amenity Management Services 05/20	\$ 3,014.68
Rizzetta Amenity Services, Inc.	001442	INV00000000007797	Amenity Management Services 08/20	\$ 4,120.32
Rizzetta Amenity Services, Inc.	001448	INV00000000007859	Out of Pocket Expense 07/20	\$ 31.00
Rizzetta Technology Services	001435	INV0000006054	Website Hosting Services 08/20	\$ 100.00
Securiteam, Inc.	001439	13418	Quarterly Monitoring - Amenity Center 08/20	\$ 1,440.00
Securiteam, Inc.	001443	13448	Software & IT Support Agreement 08/20	\$ 520.00

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management	001449	PI-A00457309	Lake & Pond Management Services 08/20	\$ 779.00
Suncoast Pool Service	001450	6473	Pool Service 08/20	\$ 850.00
Times Publishing Company	001444	0000095442 08/05/20	Account # 167307 Legal Advertising 08/20	\$ 616.00
Welch Tennis Courts, Inc.	001451	57994	Tyraps 07/20	<u>\$ 36.99</u>
Report Total				<u>\$ 42,126.55</u>