



Rizzetta & Company

# Long Lake Ranch Community Development District

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## Board of Supervisors' Meeting June 4, 2020

Via conference call pursuant to Governor DeSantis' Executive Order  
20-69 (as extended by Executive Order 20-112)  
<https://zoom.us/j/4922920702> Meeting ID: 492 292 0702  
One tap mobile  
+1929-205-6099,,4922920702# US (New York)

[www.longlakeranchcdd.org](http://www.longlakeranchcdd.org)

# LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

<b>Board of Supervisors</b>	James Koford William Pellan Andrew Kimpland Michael Leonard John Twomey	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Bryan Radcliff	Rizzetta & Company, Inc.
<b>District Counsel</b>	Sarah Sandy	Hopping Green & Sams, P.A.
<b>District Engineer</b>	Phil Chang	Johnson Engineering

**All cellular phones must be placed on mute during conference, except for participating 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) 533-2950. 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.

May 29, 2020

Board of Supervisors  
Long Lake Ranch Community  
Development District

## AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Long Lake Ranch Community Development District will be held on **Thursday, June 4, 2020 at 6:00 PM via conference call pursuant to Governor DeSantis' Executive Order 20-69 (as extended by Executive Order 20-112) at <https://zoom.us/j/4922920702>, Meeting ID: 492 292 0702. Audio Only, please dial +1929-205-6099,,4922920702# US (New York).** The following is the agenda for this meeting:

1. **CALL TO ORDER / ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **STAFF REPORTS**
  - A. Landscaping & Irrigation
    - i. Presentation of Field Inspection Report.....Tab 1
  - B. Aquatic Services
    - i. Presentation of Mosquito Fish Numbers.....Tab 2
  - C. District Engineer
    - i. Discussion Regarding HOA/CDD Fences/Gates
  - D. District Counsel
  - E. Clubhouse Manager
    - i. Presentation of Clubhouse Report.....Tab 3
  - F. District Manager
4. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held on May 7, 2020.....Tab 4
  - B. Consideration of Operations & Maintenance Expenditures for April 2020.....Tab 5
5. **BUSINESS ITEMS**
  - A. Consideration of Resignation – Mr. Michael Leonard.....Tab 6
  - B. Consideration of Flagpole Installation Proposal.....Tab 7
  - C. Ratification of APD Advanced Stabilization Contract.....Tab 8
  - D. Ratification of Romaner Graphics Proposal.....Tab 9
  - E. Ratification of May Irrigation Repair Proposal.....Tab 10
  - F. Consideration of Proposals for Clubhouse Management.....Tab 11
  - G. Discussion of Golf Cart/Fishing Violations vs. Rules, Regulation, Book of Standard
  - H. Consideration of Median and Blvd. Plant Replacement Proposal...Tab 12
  - I. Consideration of Foxtail Median Plant Replacement Proposal.....Tab 13
  - J. Discussion of Amenities Reopening
  - K. Consideration of Pool Proposals.....Tab 14
  - L. Consideration of Bahia Replacement.....Tab 15
  - M. Consideration of Foxtail Pool Drain Rock.....Tab 16
  - N. Consideration of Resume for Upcoming Vacant Seat.....Tab 17

6. **AUDIENCE COMMENTS**
7. **SUPERVISOR REQUESTS**
8. **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*

Bryan Radcliff  
District Manager

## **Tab 4**

**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 meeting of the Board of Supervisors of the Long Lake Ranch Community Development District was held on **Thursday, May 7, 2020 at 6:30 p.m.** via conference call pursuant to Governor DeSantis' Executive Order 20-69 (as extended by Executive Order 20-112). <https://zoom.us/j/4922920702>, Meeting ID: 492 292 0702. Audio only, dial +1929-205-6099,,4922920702# US (New York). Present and constituting a quorum:

James Koford	<b>Board Supervisor; Chair</b>
Bill Pellan	<b>Board Supervisor; Vice Chair</b>
Andrew Kimpland	<b>Board Supervisor; Assistant Secretary</b>
Michael Leonard	<b>Board Supervisor; Assistant Secretary</b>
John Twomey	<b>Board Supervisor; Assistant Secretary</b>

Also present were:

Bryan Radcliff	<b>District Manager; Rizzetta &amp; Co, Inc.</b>
Sarah Sandy	<b>District Counsel; Hopping Green &amp; Sams</b>
Phil Chang	<b>District Engineer; Johnson Engineering</b>
Justin Lawrence	<b>Clubhouse Manager</b>
Brian Mahar	<b>Yellowstone Landscape</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Radcliff called the meeting to order and called the roll, confirming a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board entertained Resident comments.

**THIRD ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager – Landscape and Irrigation**

**1. Field Inspection Report**

Mr. Radcliff presented the Field Inspection Report to the Board. The Board requested the following proposals:

46 (1). New plant material for medians at Foxtail and Long Lake Ranch  
47 Blvd.

48 (2). Filling in missing hedges along Long Lake Ranch Blvd.

49

50 ii. Yellowstone April 24, 2020 Inspection

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52 iii. Consideration of Yellowstone Proposals

53 a. Bahia Replacement

54 The Board agreed to table this Yellowstone proposal until  
55 further research can be done on the irrigation at this location.

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57 b. Foxtail Pool Drain Rock

58 The Board tabled this Yellowstone proposal until further  
59 research can be done on the irrigation at this location.

60

61 c. Primrose Annual Replacement Aquatics Services

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On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board of Supervisors approved the Yellowstone Primrose Annual Replacement Aquatics Services Proposal, for the Long Lake Ranch Community Development District.

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64 d. Top Choice Application

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On a motion by Mr. Leonard, seconded by Mr. Pellan, with all in favor, the Board of Supervisors approved the Yellowstone Top Choice Application Proposal, for the Long Lake Ranch Community Development District.

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67 iv. Ratification of Yellowstone Proposal for Spring-Summer  
68 Annuals

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On a motion by Mr. Pellan, seconded by Mr. Leonard, with all in favor, the Board of Supervisors ratified the Yellowstone Proposal for Spring-Summer Annuals, for the Long Lake Ranch Community Development District.

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71 v. Ratification of Yellowstone Proposal for Palm OTC Injections

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On a motion by Mr. Leonard, seconded by Mr. Koford, with all in favor, the Board of Supervisors ratified the Yellowstone Proposal for Palm OTC Injections, for the Long Lake Ranch Community Development District.

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**B. Aquatics Services**  
Not present.

**C. District Engineer**  
No report presented

**D. District Counsel**  
No report presented.

**E. Clubhouse Manager**  
Mr. Lawrence presented his Clubhouse Manager's Report to the Board.

**F.** Mr. Radcliff presented his District Manager's Report to the Board. The Board then discussed Phase 1 of reopening of the amenities.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Meeting  
held March 5, 2020**

The Board approved the Minutes of the Board of Supervisors' Meeting held March 5, 2020, as presented.

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held March 5, 2020, as presented, for the Long Lake Ranch Community Development District.

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**FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Audit Committee Meeting held  
March 5, 2020**

The Board approved the Minutes of the Audit Committee Meeting held March 5, 2020, as presented.

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board of Supervisors approved the Minutes of the Audit Committee Meeting held March 5, 2020, as presented, for the Long Lake Ranch Community Development District.

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**SIXTH ORDER OF BUSINESS**

**Consideration of O&M  
Expenditures for February and  
March 2020**

The Board approved the Operations and Maintenance Expenditures for February



111 (\$91,404.00) and March (\$69,748.07) 2020. The Board requested follow-up on a Magic  
112 Bubbles invoice and alternatives to our current Spectrum service.  
113

On a motion by Mr. Twomey, seconded by Mr. Leonard, with all in favor, the Board of Supervisors approved the Operations and Maintenance Expenditures for February (\$91,404.00) and March (\$69,748.07) 2020, for the Long Lake Ranch Community Development District.

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115 **SEVENTH ORDER OF BUSINESS** **Consideration of Termination of**  
116 **Cost Share Agreement**  
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118 The Board acknowledged the termination of Cost-Share Agreement between the  
119 HOA and the CDD.  
120

On a motion by Mr. Pellan, seconded by Mr. Leonard, with all in favor, the Board of Supervisors approved the termination of Cost-Share Agreement between the HOA and the CDD, for the Long Lake Ranch Community Development District.

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122 **EIGHTH ORDER OF BUSINESS** **Consideration of Amenity**  
123 **Proposals**  
124

125 Mr. Smith presented the Amenity Proposals to the Board. A conversation ensued  
126 regarding existing staff and what the Board desires going forward. The Board requested  
127 new proposals for the next meeting.

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129 *Mr. Kimpland left the meeting at 8:07 p.m.*

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131 **NINTH ORDER OF BUSINESS** **Presentation of Johnson**  
132 **Engineering ADA Assessment**  
133 **Report**  
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135 Mr. Chang presented the ADA Assessment Report to the Board. A conversation  
136 ensued. The Board requested proposals be obtained for the work outlined in the report.

137  
138 **TENTH ORDER OF BUSINESS** **Consideration of Resolution**  
139 **2020-05; Re-Designating District**  
140 **Secretary – Bob Schliefer**  
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142 Mr. Radcliff presented Resolution 2020-05; Re-Designating District Secretary to the  
143 Board.  
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On a motion by Mr. Koford, seconded by Mr. Pellan, with all in favor, the Board of Supervisors adopted Resolution 2020-05; Re-Designating District Secretary – Bob Schliefer, for the Long Lake Ranch Community Development District.

145 **ELEVENTH ORDER OF BUSINESS** **Presentation of Fiscal Year**  
146 **2020-2021 Proposed Budget**

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148 Mr. Radcliff presented the Fiscal Year 2020-2021 Proposed Budget to the Board.

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150 **TWELFTH ORDER OF BUSINESS** **Consideration of Resolution**  
151 **2020-04; Approving Proposed**  
152 **Budget and Setting the Public**  
153 **Hearing**

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155 Mr. Radcliff presented Resolution 2020-04; Approving Proposed Budget and Setting  
156 the Public Hearing to the Board. District Counsel requested a new Resolution be drafted  
157 with verbiage outlining the possibility of a virtual meeting for the Adopted Budget Meeting  
158 in July.

On a motion by Mr. Koford, seconded by Mr. Leonard, with all in favor, the Board of Supervisors adopted, in substantial form, Resolution 2020-04; Approving Proposed Budget and Setting the Public Hearing , for the Long Lake Ranch Community Development District.

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161 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Resolution**  
162 **2020-06; Notice of Qualifying**  
163 **Period for General Election**

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165 Mr. Radcliff presented Resolution 2020-06; Notice of Qualifying Period for General  
166 Election to the Board.

On a motion by Mr. Twomey, seconded by Mr. Koford, with all in favor, the Board of Supervisors adopted Resolution 2020-06; Notice of Qualifying Period for General Election, for the Long Lake Ranch Community Development District.

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169 **FOURTEENTH ORDER OF BUSINESS** **Audience Comments**

170  
171 There were no Audience comments.

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173 **FIFTEENTH ORDER OF BUSINESS** **Supervisor Requests**

174  
175 Mr. Twomey:  
176 a. Commented on spiders coming from the ponds.

177

- 178 Mr. Koford:  
179 a. Commented on having damaged sidewalk areas marked with spray paint.  
180 b. Requested follow-up on turf damage from contractor laying cable.

- 181  
182 Mr. Pellan:  
183 a. Requested proposals for pool service.  
184 b. Requested replacing signage on monument.  
185 c. Requested signs be installed warning of no trespassing/Dumping/Watercraft  
186 at the end of Dagger Wing.

187 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

On a motion by Mr. Pellan, seconded by Mr. Leonard, with all in favor, the Board of Supervisors adjourned the meeting at 10:30 p.m. for the Long Lake Ranch Community Development District.

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Assistant Secretary Chair / Vice Chair