



Rizzetta & Company

Long Lake Ranch Community Development District

**Board of Supervisors' Meeting
December 7, 2020**

District Office:
9428 Camden Field Parkway
Riverview, FL 33578
813-533-2950

www.longlakeranchcdd.org

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

Board of Supervisors	William Pellan Heidi Clawson George E. Smith Jr. James Koford John Twomey	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Patricia	DPFGMC
District Counsel	Sarah Sandy	Hopping Green & Sams, P.A.
District Engineer	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.

November 30, 2020

**Board of Supervisors
Long Lake Reserve
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 **Monday, December 7, 2020 at 6:00 p.m. at the Long Lake Ranch Amenity Center, 19037 Long Lake Ranch Blvd, Lutz FL 33558, unless otherwise notified.** The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. ORGANIZATIONAL MATTERS**
 - A. Administration of Oaths to Newly Elected Board Members..... Tab 1
 - B. Consideration of Resolution 2021-08, Canvassing and Certifying the Results of the Landowners' Election..... Tab 2
 - C. Consideration of Resolution 2021-09, Electing Officers Tab 3
- 4. STAFF REPORTS**
 - A. Landscape & Irrigation
 - i. Presentation of Field Inspection Report.....Tab 4
 - ii. Consideration of Yellowstone Proposals (if any)
 - B. Aquatic Services
 - C. District Engineer
 - D. District Counsel
 - i. Status Update regarding TECO Easement
 - ii. Status Update regarding Family First Pressure Washing Agreement
 - E. Clubhouse Manager
 - F. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on November 5, 2020..... Tab 5
 - B. Consideration of Minutes of the Landowner's Meeting held on November 15, 2020..... Tab 6
 - C. Consideration of Operation and Maintenance Expenditures for October 2020..... Tab 7
- 5. BUSINESS ITEMS**
 - A. Consideration of Steadfast Environmental Proposal..... Tab 8
 - B. Consideration of Notice of Re-designation of Primary Administrative Office Tab 9

- C. Discussion Regarding Accessibility at Amenity Facilities.....Tab 10
 - i. Consideration of Proposals (under separate cover)
 - D. Consideration of Fountain Maintenance Proposals..... Tab 11
 - E. Consideration of Well Pump Proposals (under separate cover)
- 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

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT
BOARD OF SUPERVISOR
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA.

Signature

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF PASCO

On this ___ day of _____, 201___ before me, personally appeared _____, to me well known and known to me to be the person described in and who took the aforementioned oath as a Board Member of the Board of Supervisors of Long Lake Ranch Community Development District and acknowledged to and before me that they took said oath for the purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

Notary Public
STATE OF FLORIDA

My Commission Ends: _____

Tab 2

RESOLUTION 2021-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Long Lake Ranch Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the Community Development District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 5, 2020, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following person(s) are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

George Smith, Jr. _____ 41 _____ Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, the above-named persons are declared to have been elected for the following terms of office:

George Smith, Jr. _____ 4 Year Term, Seat 3

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 7th DAY OF DECEMBER, 2020.

**LONG LAKE RANCH CDD
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

SECRETARY / ASSISTANT SECRETARY

Exhibit A: November 5, 2020 Landowners Meeting Minutes

Exhibit A
November 5, 2020 Landowners Meeting Minutes

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 Landowners' Meeting of the Long Lake Ranch Community Development District was held on Thursday, November 5, 2020 at 5:00 PM at the Long Lake Amenity Center, 19037 Long Lake Ranch Blvd., Lutz, Florida 33558.

Present were:

- George E. Smith, Jr.
Proxy Holder- Gina Lynn Provenzano, Jenna Mehnert, David Collar, Jennifer Willette, Michael Kerrigan, Matthew Williams, Spencer Taylor, Ronald Banks, Jacqueline Sahn, Leanne Bradley, Troy Hartman, Kristie Denbo, Andrew Saphos, Bernard Rafferty, Zach McIntosh, Kevin Colosimo, Joseph Deats, Kenneth Boyles, Jr., Andrew Kimpland, John Twomey, Heidi Clawson, Ronald Conwell, Nikki Mahadeen, Betti Walter, Darren Whiffen, Jacob McFadden, Sempra Johnson, Tanya Riddock, Eugene O'Reilly, Jennifer Frantz, Shauna Rhodes, Israel Gerena, Chris Traeye, Katelyn Smith, Darrell Thompson, Michael Glose, Liam Twomey, Madelyne Kiernan, Joshua Walter
Andrea Greenblatt Proxy Holder - David Greenblatt
Sherri Smith Landowner
Sarah Sandy District Counsel, Hopping, Green & Sams
Bryan Radcliff District Manager, Rizzetta & Company
Representatives Board of Supervisors
Representatives DPGF
Representatives Vesta
Representative HOA

FIRST ORDER OF BUSINESS

Selection of Chairman

Mr. Bryan Radcliff was selected to serve as Chairman for the Landowner's meeting.

48 **SECOND ORDER OF BUSINESS** **Determination of Number of Voting**
49 **Units**

50
51 Based on the number of proxies and ballots presented by individuals in attendance,
52 Mr. Radcliff announced that there were 41 voting units available for this election.

53
54 **THIRD ORDER OF BUSINESS** **Nominations for Position of**
55 **Supervisors**

56
57 Mr. George Smith, Jr. was the sole nominee put forward to fill seat 3 on the Board.

58
59 **FOURTH ORDER OF BUSINESS** **Casting /Tabulation of Ballots**

60
61 Ms. Sherri Smith cast her vote for George Smith, Jr. and Ms. Andrea Greenblatt did
62 the same. Mr. George Smith announced that each of the 39 landowners naming him as
63 their proxy holder were casting their votes for George Smith, Jr.

64
65 Mr. Radcliff announced that with all of the 41 votes cast being for George Smith, Jr.,
66 Mr. Smith has been elected to fill seat 3 on the Board of Supervisors for a four-year term
67 (1/20 to 11/24). District Management and District Counsel will send new Supervisor
68 packets to Mr. Smith.

69
70 **FIFTH ORDER OF BUSINESS** **Landowner's Questions and**
71 **Comments**

72
73 Mr. Smith indicated that he would accept compensation for attendance at Board
74 meetings.

75
76 **SIXTH ORDER OF BUSINESS** **Adjournment**

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78 Mr. Radcliff stated that there was no further business to come before and
79 adjourned the meeting at 5:39 p.m.

Tab 3

RESOLUTION 2021-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Long Lake Ranch Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 7th DAY OF DECEMBER, 2020.

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 4

LONG LAKE RANCH

FIELD INSPECTION REPORT



November 29, 2020
Rizzetta & Company
Bryan Schaub – Field Services Manager



Rizzetta & Company
Professionals in Community Management

SUMMARY & AMENITIES CENTER

General Updates, Recent & Upcoming Maintenance Events

Continue Fire Ant control throughout the community.

During the cooler months, continue hard pruning all Ornamental Grasses.

Continue treating Ornamental Grasses for Spider Mites.

The following are action items for Yellowstone Landscaping to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** text indicates issues for the staff.

1. Treat ant mounds at entrance to Pool area and rake out when inactive.
2. Investigate and treat off colored Robellini in Pool area. (Pic 2 >)
3. Replace dead Holly shrubs in parking islands.
4. In Pool House parking area, remove grass clippings blown into Ornamental Grasses.
5. **Investigate and treat or replace declining/dead Hollies by pool vac area. (Pic 5)**



6. Continue treating Viburnum in Pool area and beds surrounding Amenities Center for fungus and replace two dead Viburnum units.
7. **In same area, treat and/or replace declining or dead Ornamental Grasses.**
8. **In entrance to lake, prune overhanging Oak over sidewalk.**
9. Around Amenities Center, poor turf conditions. Treat and/or fertilize.

AMENITIES CENTER, LAKE ACCESS & FOXTAIL AREA

10. In Pool Deck, prune Date Palm removing dead fronds and seed pods. (Pic 10)



21. At Foxtail Pool, investigate, treat and/or replace declining Blue Daze.

22. At all Annual Flower beds, its time for a change out or remove failing Coleus and prep beds for next rotation.

11. Inside the Pool fencing, investigate, treat and/or replace declining Loropetalum.

12. By Lake, vendor to remove all suckers and water shoots from Live Oaks and all trees.

13. In surrounding area, treat Liriope, Juniper, and Coontie.

14. By Tennis Courts, treat beds for weeds and investigate dead/declining hedge. (Pic 14 >)

15. By Playground fencing, continue treating Ornamental Grasses. (Pic 15 >)

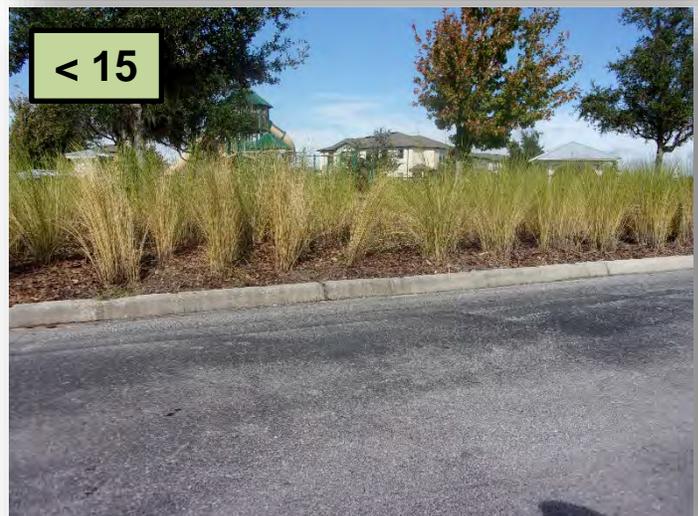
16. At first lake Access, treat shell path for weeds.

17. At Serenoa median, investigate and treat Magnolias.

18. At Serenoa Round About, weed Tri-color Jasmine beds.

19. In same area, prune dead from Juniper, treat for Mites, and fertilize.

20. In median beds in same area, new plantings were installed, but there are several dead and missing .units.



Tab 5

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, November 5, 2020 at 3:04 PM** at the Long Lake Amenity Center, 19037 Long Lake Ranch Blvd., Lutz, Florida 33558.

Present and constituting a quorum:

Bill Pellan	Board Supervisor; Chair
Heidi Clawson	Board Supervisor; Vice Chair
James Koford	Board Supervisor; Assistant Secretary
Andrew Kimpland	Board Supervisor; Assistant Secretary
John Twomey	Board Supervisor; Assistant Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Co., Inc.
Sarah Sandy	District Counsel; Hopping Green & Sams
Roy Deary	Representative, Vesta Property Services
Patrick Giambelleula	Representative, DPF Management
Ray Lotito	Representative, DPF Management
Roy Deary	Representative, Vesta Management
Dan Fagan	Representative, Vesta Management
Elizabeth Tostige	Representative, HOA
Brian Mahar	Representative, Yellowstone Landscape
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 audience comments and asked that Yellowstone follow up on tire tracks from the crews near the Gopher Tortoise nests and irrigation timers.

THIRD ORDER OF BUSINESS

Staff Reports

A. Field Services

1. Mr. Mahar presented the Field Inspection Report to the Board. The Board requested follow-up on the replacement of Holly Shrubs in the parking islands, as well as proposals to replace the dead viburnum in

49 the pool area and plant beds surrounding the amenity center and to
50 either treat or replace the ornamental grasses.

51
52 2. Discussion was held regarding the Primrose Estate Monument and
53 the need for additional holiday decorations.
54

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board of Supervisors authorized an additional \$600 for the decorating of the Primrose Estate Monument if not within the original scope of service, for Long Lake Ranch Community Development District.

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56 B. Aquatic Services
57 Not present/no report.

58
59 C. District Engineer
60 Mr. Chang presented his report on the perimeter fence map and a brief
61 discussion ensued. He stated that he would make the requested revisions
62 and provide a final draft for the next meeting.

63
64 Discussion was also held regarding some water leak issues that are being
65 researched regarding potential causes. Ms. Sandy providing an update on the
66 Heidt Design demand letter. The Board asked that DPFG obtain proposals
67 for ADA related items on the list that may possibly be covered by Heidt Design.

68
69 D. District Counsel
70 Ms. Sandy providing an update on the Heidt Design demand letter. The Board
71 asked that DPFG obtain proposals for ADA related items on the list that may
72 possibly be covered by Heidt Design.

73
74 Ms. Sandy also provided a brief update on the status of the TECO easement.

75
76 E. Clubhouse Manager
77 Mr. Radcliff presented the Clubhouse Manager's Report to the Board on
78 behalf of Mr. Larson.

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80 F. District Manager
81 Mr. Radcliff presented the District Manager's Report to the Board. He
82 reminded the Board that the next regularly scheduled meeting on December
83 3, 2020 would be run by DPFG.

84
85 Mr. Radcliff presented a proposal from Fireman Tom's Pressure Washing. He
86 will forward the proposal to Ms. Clawson for scheduling.
87

On a motion by, Mr. Twomey, seconded by Ms. Clawson, with all in favor, the Board of Supervisors' approved the proposal from Fireman Tom's Pressure Washing in the amount of \$11,325.80, for Long Lake Ranch Community Development District.

88 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of
Board of Supervisors' meeting
held on October 1, 2020**

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The Board requested that the duplicate motion box on lines 54 and 55 be removed from the minutes.

On a motion by Mr. Pellan, seconded by Mr. Kimpland, with all in favor, the Board approved the Minutes from October 1, 2020 meeting, as amended, for Long Lake Ranch Community Development District.

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96 **FIFTH ORDER OF BUSINESS**

**Consideration of Operations and
Maintenance Expenditures for
September 2020**

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Mr. Radcliff presented the O&M Expenditures for September 2020 to the Board and a brief discussion was held regarding various invoices.

On a motion by Mr. Pellan, seconded by Mr. Kimpland, with all in favor, the Board of Supervisors' approved the September 2020 Operations and Maintenance Expenditures (\$98,294.37), for Long Lake Ranch Community Development District.

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104 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution
2021-03, Designating Primary
Administrative Office and Local
Records Office**

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Ms. Sandy presented Resolution 2021-03, designating the Primary Administrative office as DPFM Management & Consulting, LLC, 250 International Parkway, Suite 280, Lake Mary, Florida 32746 and the local records office as 19037 Long Lake Ranch Boulevard, Lutz, Florida 33558.

On a motion by Ms. Clawson, seconded by Mr. Twomey, with all in favor, the Board of Supervisors approved Resolution 2021-03, designating the primary administrative office and local records office, for Long Lake Ranch Community Development District.

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115 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution
2021-04, Designating Public
Depository and Authorizing
Officers to Execute**

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Ms. Sandy presented Resolution 2021-04, designating BankUnited, N.A as the District's Public Depository, and naming the officers of the District authorized to execute and deliver financial reports, as well as the authorized signatories for the operating account (s).

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board of Supervisors approved Resolution 2021-04, designating BankUnited, N.A. as the public depository and Officers authorized as signatories, for Long Lake Ranch Community Development District.

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EIGHTH ORDER OF BUSINESS

**Consideration of Resolution
2021-05, Appointing Registered
Agent**

Ms. Sandy stated that Resolution 2021-05 appoints herself on behalf of Hopping, Green & Sams, P.A. as the District's Registered agent.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board of Supervisors approved Resolution 2021-05 designating Sarah Sandy as the registered agent with the registered office being located at Hopping Green & Sams, P.A., 119 S. Monroe Street, Suite 300, Tallahassee, Florida 32301, for Long Lake Ranch Community Development District.

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NINTH ORDER OF BUSINESS

**Consideration of Resolution
2021-06, Designating
Dissemination Agent**

It was noted that DPFM Management would serve as Dissemination agent for the District if approved.

On a motion by Mr. Twomey, seconded by Mr. Pellan, with all in favor, the Board of Supervisors approved Resolution 2021-06 designating DPFM Management and Consulting, LLC as the Dissemination Agent, for Long Lake Ranch Community Development District.

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TENTH ORDER OF BUSINESS

**Consideration of Proposal to
Replace Pump Motor**

The Board tabled this item pending receipt of additional proposals.

ELEVENTH ORDER OF BUSINESS

**Discussion of LLR Perimeter
Fence Map**

The Board covered this topic under the District Engineer's Report.

TWELFTH ORDER OF BUSINESS

**Consideration of Foxtail Ridge
Pressure Wash 2**

The Board tabled action on this item until such time as research has been completed to determine which portions of the project would be CDD responsibility.

157 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Agreement**
158 **with DPFG Management &**
159 **Consulting, LLC for District**
160 **Management Services**
161

162 Ms. Sandy asked that the agreement be approved in substantial form pending further
163 review by District Counsel.
164

On a motion by Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board of Supervisors approved the agreement with DPFG Management & Consulting, LLC for District Management Services, in substantial form, for Long Lake Ranch Community Development District.

165 **FOURTEENTH ORDER OF BUSINESS** **Consideration of Agreement**
166 **with Vesta Property Services,**
167 **Inc. for Amenity Facility**
168 **Management and Maintenance**
169 **Management Services**
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On a motion by Mr. Twomey, seconded by Ms. Clawson, with all in favor, the Board of Supervisors approved the agreement with Vesta Property Services, Inc. for Amenity Facility Management and Maintenance Management Services, for Long Lake Ranch Community Development District.

172 **FIFTEENTH ORDER OF BUSINESS** **Consideration of Proposal for**
173 **District Accounting Services**
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177 It was noted Rizzetta and Company was asked to provide this proposal to assist with
178 the 2020 financial audit given that they provided these services throughout the year.
179

On a motion by Mr. Twomey, seconded by Ms. Clawson, with all in favor, the Board of Supervisors approved the proposal (\$2,000) from Rizzetta and Company, Inc. to complete the Fiscal Year 2019-2020 financial audit after termination of management services, for Long Lake Ranch Community Development District.

180 **SIXTEENTH ORDER OF BUSINESS** **Consideration of Camera Server**
181 **Replacement**
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183

184 The Board reviewed the proposal from SecuriTeam to replace the camera server.
185

On a motion by Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board of Supervisors approved the proposal (\$4,725) from SecuriTeam to replace the camera server, for Long Lake Ranch Community Development District.

188 **SEVENTEENTH ORDER OF BUSINESS** **Consideration of Micronode and**
189 **Mag Strike Repairs to**
190 **Gates/Doors**
191

192 Following a brief discussion, it was decided to table action on this item pending review
193 by another company. DPFPG will provide an alternative option at the next meeting
194

195 **SEVENTEENTH ORDER OF BUSINESS** **Continuance**
196

197 Mr. Radcliff asked that the meeting be continued at this point, in preparation for the
198 5:00 p.m. Landowners' Meeting.
199

On a motion by Mr. Twomey, seconded by Mr. Kimpland, with all in favor, the Board of Supervisors continued the meeting at 4:45 p.m. until after the Landowners' meeting, for Long Lake Ranch Community Development District.

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201 Mr. Radcliff stated that with the adjournment of the Landowners' meeting and with all
202 Supervisors and Staff in attendance at the onset of the meeting still in attendance, it would
203 be appropriate to reconvene the meeting.
204

On a motion by Mr. Twomey, seconded by Mr. Clawson, with all in favor, the Board of Supervisors reconvened the meeting at 5:40 p.m., for Long Lake Ranch Community Development District.

205 **EIGHTEENTH ORDER OF BUSINESS** **Public Hearing on Amended and**
206 **Restated Rules and Regulations**
207 **for Amenity Center**
208
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210 Mr. Radcliff called for a motion to open the public hearing.
211

On a motion by Mr. Twomey, seconded by Mr. Kimpland, with all in favor, the Board of opened the public hearing on Amending Rules and Regulations for Amenity Facilities, for Long Lake Ranch Community Development District.

212
213 Ms. Sandy provided a brief overview of the proposed revisions to the rules and
214 regulation for use of the recreational facilities and parking, Amenity Center rates, and the
215 suspension and/or termination policies. She asked if there were any questions from the
216 general audience. There were none.
217

218 With no comments being put forward by the Board, it was noted that a motion to close
219 the public hearing would be in order.
220

On a motion by Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board of Supervisors closed the public hearing on Amending Rules and Regulations for Amenity Facilities, for Long Lake Ranch Community Development District.

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NINETEENTH ORDER OF BUSINESS

**Consideration of Resolution
2021-07, Adopting Amenity
Rules and Policies**

Mr. Radcliff called for a motion to approve Resolution 2021-07.

On a motion by Mr. Twomey, seconded by Mr. Pellan, with all in favor, the Board of Supervisors approved Resolution 2021-07, amending rules and regulations for recreational facilities and parking, Amenity Rates and Suspension and termination policies and providing a severability clause and effective date of November 5, 2020, for Long Lake Ranch Community Development District.

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TWENTIETH ORDER OF BUSINESS

Supervisor Requests

The Board requested that DPFG obtain proposals for storing and securing the golf cart on District Property, as well as agreeing to open the restrooms at the Pavilion. Mr. Radcliff will notify clubhouse staff regarding the reopening of the restrooms and the need to ensure that they are cleaned appropriately.

A request was also made to look into installing a timer and/or secondary power source for irrigation system.

TWENTY FIRST ORDER OF BUSINESS

Adjournment

On a motion by Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board of Supervisors adjourned the meeting at 6:54 p.m., for the Long Lake Ranch Community Development District.

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Assistant Secretary

Chair / Vice Chair

Tab 6

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 Landowners' Meeting of the Long Lake Ranch Community Development District was held on Thursday, November 5, 2020 at 5:00 PM at the Long Lake Amenity Center, 19037 Long Lake Ranch Blvd., Lutz, Florida 33558.

Present were:

- George E. Smith, Jr. Proxy Holder- Gina Lynn Provenzano, Jenna Mehnert, David Collar, Jennifer Willette, Michael Kerrigan, Matthew Williams, Spencer Taylor, Ronald Banks, Jacqueline Sahn, Leanne Bradley, Troy Hartman, Kristie Denbo, Andrew Saphos, Bernard Rafferty, Zach McIntosh, Kevin Colosimo, Joseph Deats, Kenneth Boyles, Jr., Andrew Kimpland, John Twomey, Heidi Clawson, Ronald Conwell, Nikki Mahadeen, Betti Walter, Darren Whiffen, Jacob McFadden, Sempra Johnson, Tanya Riddock, Eugene O'Reilly, Jennifer Frantz, Shauna Rhodes, Israel Gerena, Chris Traeye, Katelyn Smith, Darrell Thompson, Michael Glose, Liam Twomey, Madelyne Kiernan, Joshua Walter
Andrea Greenblatt Proxy Holder - David Greenblatt
Sherri Smith Landowner
Sarah Sandy District Counsel, Hopping, Green & Sams
Bryan Radcliff District Manager, Rizzetta & Company
Representatives Board of Supervisors
Representatives DPF
Representatives Vesta
Representative HOA

FIRST ORDER OF BUSINESS

Selection of Chairman

Mr. Bryan Radcliff was selected to serve as Chairman for the Landowner's meeting.

48 **SECOND ORDER OF BUSINESS** **Determination of Number of Voting**
49 **Units**

50
51 Based on the number of proxies and ballots presented by individuals in attendance,
52 Mr. Radcliff announced that there were 41 voting units available for this election.

53
54 **THIRD ORDER OF BUSINESS** **Nominations for Position of**
55 **Supervisors**

56
57 Mr. George Smith, Jr. was the sole nominee put forward to fill seat 3 on the Board.

58
59 **FOURTH ORDER OF BUSINESS** **Casting /Tabulation of Ballots**

60
61 Ms. Sherri Smith cast her vote for George Smith, Jr. and Ms. Andrea Greenblatt did
62 the same. Mr. George Smith announced that each of the 39 landowners naming him as
63 their proxy holder were casting their votes for George Smith, Jr.

64
65 Mr. Radcliff announced that with all of the 41 votes cast being for George Smith, Jr.,
66 Mr. Smith has been elected to fill seat 3 on the Board of Supervisors for a four-year term
67 (1/20 to 11/24). District Management and District Counsel will send new Supervisor
68 packets to Mr. Smith.

69
70 **FIFTH ORDER OF BUSINESS** **Landowner's Questions and**
71 **Comments**

72
73 Mr. Smith indicated that he would accept compensation for attendance at Board
74 meetings.

75
76 **SIXTH ORDER OF BUSINESS** **Adjournment**

77
78 Mr. Radcliff stated that there was no further business to come before and
79 adjourned the meeting at 5:39 p.m.

Tab 7

Long Lake Ranch Community Development District

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operations and Maintenance Expenditures October 2020 For Board Approval

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

The total items being presented: **\$91,923.15**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 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	003008	TM 152336	Plant Replacement - Bahia Blvd. 09/20	\$ 2,988.90
Austin Outdoor, LLC	003033	TM 155362	Monthly Landscape Maintenance 10/20	\$ 14,337.41
Austin Outdoor, LLC	003033	TM 158188	Irrigation Repairs 10/20	\$ 186.66
Austin Outdoor, LLC	003033	TM 158665	Fire Ant Treatment 10/20	\$ 2,359.50
Austin Outdoor, LLC	003033	TM 158856	OTC Injections 10/20	\$ 510.90
Bright House Networks	003023	065052101101620	Account# 0050650521-01 Clubhouse Internet 10/20	\$ 309.78
Bright House Networks	003009	073753101100420	Account# 0050737531-01 Pool Internet, Phone, TV 10/20	\$ 321.96
County Sanitation	003020	10481380	Monthly Waste Services 10/20	\$ 80.00
Duke Energy	003024	03431 87057 10/20	0000 Sunlake Blvd Lite 10/20	\$ 434.12
Duke Energy	003011	Summary Bill 09/20	Summary Bill 09/20	\$ 17,295.19
Florida Department of Revenue	003012	61-8017823328-7 0920	Sales & Use Tax Payable Quarterly	\$ 10.47
Florida Natives Nursery, Inc.	002998	17595	Semi-Annual Mitigation Maintenance 09/20	\$ 650.00

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
GHS Environmental	002999	2020-505	Aquatic Maintenance Phase 1 & 2 09/20	\$ 3,385.00
Grau and Associates	003013	19228	Audit Services FYE 09/30/20	\$ 500.00
Harris Romaner Graphics	003030	20144	Repair Fence - Serenoa Drive 08/20	\$ 585.00
Heidi Clawson	002997	HC092420	Board of Supervisors Meeting 09/24/20	\$ 200.00
Heidi Clawson	003010	HC100120	Board of Supervisors Meeting 10/01/20	\$ 200.00
Hopping Green & Sams	003000	117433	General Counsel 08/20	\$ 8,628.19
Illuminations Holiday Lighting, LLC	003001	1218920	50% Deposit - Holiday Lighting 10/20	\$ 4,525.00
Innersync Studio, LTD	003002	18923	Website Services - ADA Compliance FY20/21	\$ 1,537.50
James Koford	003003	JK092420	Board of Supervisors Meeting 09/24/20	\$ 200.00
James Koford	003014	JK100120	Board of Supervisors Meeting 10/01/20	\$ 200.00
Johnson Engineering, Inc.	003025	14	Engineering Services 09/20	\$ 4,367.50
Long Lake Ranch CDD	CD074	CD074	Debit Card Replenishment	\$ 162.21

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Nvirotech Pest Control Services, Inc.	003026	217699	Pest Control Account #10520 10/20	\$ 135.00
Pasco County Utilities Services Branch	003004	13960407	18981 Long Lake Ranch Blvd - Fire Hydrant 08/20	\$ 54.30
Pasco County Utilities Services Branch	003015	14009290	0 Community Center 09/20	\$ 3,677.96
Pasco County Utilities Services Branch	003015	14009291	18981 Long Lake Ranch Blvd 09/20	\$ 128.70
Rizzetta & Company, Inc.	003018	INV0000053401	District Management Services 10/20	\$ 4,391.67
Rizzetta & Company, Inc.	003018	INV0000053656	Assessment Roll Preparation FY20/21	\$ 5,000.00
Rizzetta & Company, Inc.	003028	INV0000054142	Mass Mailing 10/20	\$ 1,162.23
Rizzetta Amenity Services, Inc.	003019	INV00000000008017	Amenity Management Services 10/20	\$ 3,932.55
Rizzetta Amenity Services, Inc.	003029	INV00000000008045	Out of Pocket Expense 09/20	\$ 141.50
Rizzetta Amenity Services, Inc.	003021	INV00000000008076	Amenity Management Services 10/20	\$ 2,826.94
Scott C. Masucci	003027	LLRan002	Pool Service 10/20	\$ 1,667.60
Securiteam, Inc.	003006	20012	Service Call - IT 09/20	\$ 315.00

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Securiteam, Inc.	003031	20091	Service Call - IT Issue 10/20	\$ 2,718.96
Solitude Lake Management, LLC	003032	PI-A00486946	Quarterly Management Service 10/20	\$ 600.00
Tampa Poop 911 LLC	003017	3679708	Pet Waste Station Monthly 09/20	\$ 395.85
Times Publishing Company	003022	0000108869 09/30/20	Account #108665 Legal Advertising 09/20	\$ 260.80
Times Publishing Company	003007	0000108871 09/23/20	Account #108665 Legal Advertising 09/20	\$ 138.80
William A. Pellan	003005	BP092420	Board of Supervisors Meeting 09/24/20	\$ 200.00
William A. Pellan	003016	BP100120	Board of Supervisors Meeting 10/01/20	\$ 200.00
Report Total				<u>\$ 91,923.15</u>

Tab 8



Long Lake Ranch CDD

Tim Sloan

11/13/2020 3:03 PM

Steadfast Environmental
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastEnv.com



Site:



Comments:
Long Lake Ranch Blvd @ Breynia Dr.
Perimeter of Torpedograss, Primrose Willow, along with other invasive shoreline vegetation. Also submerged Hydrilla, Elodea, and bottom Filamentous algae.

Site:



Comments:
Blossom Vine Ln @ Breynia Dr.
Shoreline and banks of this pond are completely surrounded with multiple species of overgrown invasive vegetation. Immediate herbicide regimen recommended to mitigate further growth.

Site:



Cherry Walk Rd. Northeast side.
Observed Planktonic Algae growth with shoreline Torpedograss and Alligator weed growth. Algaecide and herbicide treatment recommended.

Site:



Comments:

Breyntia Dr. @ Moorhen Way
Torpedograss growth has covered much of the surface of this pond. Beneficial growth has been surrounded as well. Needs attention through spray treatment as soon as possible.

Site:



Long Lake Ranch Blvd @ Dead end road across from clubhouse
Torpedogras, Pennywort, Primrose, and some submerged
Hydrilla was observed growing around the perimeter of this pond.

Site:



Between 1846 and 1900 Moorhen Way.
Pond has been all but covered by invasive
vegetation growth. This has created a prime habitat
for wildlife as well, including alligators and snakes.

Site:



Oblong pond surrounded by Long Lake Ranch BLVD. Sections of Torpedogross around the perimeter. Also what looks to be submerged Slender Spikerush coated in Filamentous Algae along shoreline in most areas.

Site:



Zamia Loop north side
Surrounded by Torpedogross and Cattail growth.
Cattails left unchecked, can eventually over take the entire waterway, as well as invite unwanted wildlife.

Site:



Northeast end of Leaf Flower Ln.
This pond contains a toxic algal growth that should be treated immediately.



Site:



Blossom Vine Ln. @ Leaf Flower Ln
Pond has some trash debris, algal growth, as well as other shoreline invasive vegetation. Herbicide treatment recommended to prevent further growth.





Management Summary

We recently did a drive through of the Long Lake Ranch community to take a look at the condition of the waterways around the community. Many of the ponds that were observed have overgrown vegetation around the perimeter and some have growth out towards the middle of the pond. We recommend that herbicide and algaecide treatments for the community waterways be started as soon as possible to avoid the need for costly vegetation removals.

The pond at Blossom Vine Ln @ Breynia Dr. has a full perimeter multiple species of shoreline grasses and other vegetation. This is a concern because of possible dangerous wildlife lurking underneath the surface of this growth. Being that there are several properties around this pond that do not have fences, the wildlife has direct access to their back door and any children playing in those areas. Herbicide treatment should be started as soon as possible to remove the habitat this wildlife could be living in.

The pond between 1846 and 1900 Moorhen Way is also facing the same issues as the aforementioned pond. The difference being that this is a smaller pond and the vegetation has almost completely covered the water's surface. This pond is in close proximity between two houses and is a perfect breeding ground for aquatic snakes as well as alligators. To mitigate the risk of dangerous wildlife around nearby residents, immediate spray treatments are recommended.

The pond located at the northeast end of Leaf Flower Ln. contains the toxic microalgae *Microcystis* or Blue-Green Algae. *Microcystis* is a genus of freshwater cyanobacteria which includes the harmful algal bloom forming *Microcystis aeruginosa*. Many members of a *Microcystis* community can produce neurotoxins and hepatotoxins, such as microcystin and cyanopeptolin. This poses a danger if ingested by humans or animals. This should be treated immediately to avoid any harm.

Recommendations / Action Items

We recommend treatment as soon as possible for overgrown pond banks and shorelines using Herbicides to reduce and control the growth of vegetation surrounding ponds.

Algaecide treatments for all ponds containing any type of algal growth.

Immediate treatment and control of *Microcystis* growth.



Long Lake Ranch CDD



Steadfast Environmental, LLC

30435 Commerce Drive Suite 102

San Antonio, FL 33576

813-836-7940 | office@SteadfastAlliance.com



DPFG , INC.

**PROPOSAL FOR POND MAINTENANCE:
LONG LAKE RANCH CDD**

19037 Long Lake Ranch Blvd, Lutz FL 33558

(813) 610-3927 ■ STEADFASTENV.COM

November 19th, 2020

Long Lake Ranch CDD
c/o Ms. Patricia Comings-Thibault
DPFG Management & Consulting, INC.
250 International Parkway Suite 280 Lake Mary, FL 32746

Dear Patricia,

We greatly appreciate the opportunity to bid on this project for you. Attached is the Agreement for waterway services at Long Lake Ranch CDD.

Our range of aquatic services are listed below;

- Long lasting results based off applied herbicide techniques
- Superior buffering and littoral maintenance
- Exceptional physical removal of nuisance and invasive vegetation.
- Planting of native beneficial vegetation.
- Ability to bush hog dry retention areas when conditions allow.
- Pond dye application.
- Stocking of Triploid grass carp for submersed aquatic plant species control.

We pride ourselves on providing the highest level of service in the industry and look forward to the opportunity of exceeding your expectations!

Respectfully yours,

Steadfast Environmental, LLC.

A handwritten signature in cursive script that reads "Joseph C. Hamilton".

Joseph C. Hamilton, Owner/Operator

Monthly Maintenance Program:

Program to consist of: (Areas #2-#110 as indicated on attached map) Area to be serviced measures 47,508 LF & 111.13 AC

- Monthly herbicide treatment of invasive and exotic vegetation.
- Inspections of outflow structures.
- Removal of normal size trash and debris items.
- Pond dye applications (If desirable).

Occurrence: 4 events/month

Annual Cost: \$34,680.00

(\$2,890.00 per month)

Special services can also be provided outside of the routine monthly maintenance at the Boards request. These will be proposed on separate estimates outside of the monthly maintenance service agreement.

Special Services Include:

- Physical & Mechanical Removals of invasive and exotic vegetation.
- Planting of native and desirable, low lying aquatic vegetation.
- Triploid Grass Carp stocking for submersed aquatic vegetation.
- Aluminum Sulfate Applications to better control algae.
- Bush hogging & Conservation/Woodline Cutbacks.

Thank you for reaching out with interest in our services! We look forward to building a long term, professional relationship.

Joseph C. Hamilton

Joseph Hamilton, Owner/Operator.

Long Lake Ranch CDD Rep.

Steadfast Environmental
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastEnv.com



Steadfast Environmental, LLC
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastAlliance.com



Steadfast Environmental, LLC

FKA Flatwoods Environmental

30435 Commerce Drive Ste 102 | San Antonio, FL 33576
 813.836.7940 | office@steadfastenv.com
 www.SteadfastEnv.com

Proposal

Date 11/19/2020 **Proposal #** 195

Customer Information		Project Information Long Lake Ranch CDD Gamibusi...	
Long Lake Ranch CDD c/o DDPFG, Inc. Patricia Comings-Thibault District Mgr. 15310 Amberly Dr. Suite 175 Tampa, FL 33647	Contact	Long Lake Ranch Fish Stocking	
	Phone	Proposal Prepared By:	Joe Hamilton
	E-mail districtap@dppfg.com	Type Of Work	Fish Stock
	Account #		

Steadfast Environmental, LLC. formally known as Flatwoods Environmental proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Cost
Delivery and introduction of Gambusia Minnow (gambusia holbrooki) into waterways #30 & #50A -#70. 5070 in #30 3770 in 50A 4420 in 70 Total Qty: 13,260 Gambusia.	2,386.80

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Total \$2,386.80

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

Accepted this _____ day of _____, 20____.

Signature: _____ Printed Name and Title: _____

Representing (Name of Firm): _____

Tab 9

**This Instrument Prepared by
and return to:**

**Sarah R. Sandy, Esq.
HOPPING GREEN & SAMS, P.A.
Post Office Box 6526
Tallahassee, Florida 32314**

Reference is to the following recorded instruments in the Public Records of Polk County:
Book 9456, Page 2184 (Notice of Series 2016 Special Assessments)
Book 9270, Page 1193 (Notice of Series 2015 Special Assessments)
Book 9044, Page 387 (Notice of Series 2014 Special Assessments)
Book 9022, Page 811 (Notice of Imposition of Special Assessments)
Book 9485 Page 2350 (Disclosure of Public Financing)
Book 9285 Page 198 (Disclosure of Public Financing)
Book 9061 Page 2749 (Disclosure of Public Financing)

**LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF RE-DESIGNATION OF PRIMARY ADMINISTRATIVE OFFICE**

[This Notice of Re-Designation of Primary Administrative Office amends the District's Notices and Disclosures of Public Financing previously recorded in the Official Records of Pasco County and identified further below.]

PLEASE TAKE NOTICE that, on November 5, 2020, the Board of Supervisors of the Long Lake Ranch Community Development District (the "District") adopted Resolution No. 2021-03, which, among other things, designated a new primary administrative office for the District. Effective as of December 1, 2020, the District's primary administrative office shall be:

Long Lake Ranch Community Development District
c/o DPF Management & Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746
Phone: (321) 263-0132

As this re-designation of the District's primary administrative office affects the District's contact information, the District hereby amends its contact information in the following documents previously recorded in the Official Records of Pasco County, Florida: (i) *Notice of Series 2016 Special Assessments*, recorded November 10, 2016, at Book 9456, Page 2184; (ii) *Notice of Series 2015 Special Assessments*, recorded October 12, 2015, at Book 9270, Page 1193; (iii)

Notice of Series 2014 Special Assessments, recorded June 10, 2014, at Book 9044, Page 387; (iv) *Notice of Imposition of Special Assessments*, recorded April 21, 2014, at Book 9022, Page 811; (v) *Second Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property*, recorded January 19, 2017, at Book 9485, Page 2350; (vi) *Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property*, recorded November 13, 2015, at Book 9285, Page 198; and (vii) *Disclosure of Public Financing and Maintenance of Improvements to Real Property*, recorded July 22, 2014, at Book 9061, Page 2749.

IN WITNESS WHEREOF, this Notice has been executed as of the ____ day of _____, 2020, and recorded in the Official Records of Pasco County, Florida.

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

William Pellan
Chairman, Board of Supervisors

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this ____ day of _____, 2020, by William Pellan, Chairman of the Board of Supervisors of the Long Lake Ranch Community Development District, who is personally known to me and did take the oath.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____

My Commission Expires: _____

Long Lake Ranch CDD Parcel "A"

DESCRIPTION: A parcel of land lying in Sections 27,28,33 and 34, Township 26 South, Range 18 East, Pasco County, Florida, and being more particularly described as follows:

Commence at the Northeast corner of said Section 33, run thence along the North boundary of said Section 33, N.89°38'41"W., 1120.59 feet to a point on the Easterly right-of-way line of SUNLAKE BOULEVARD as described in Official Records Book 8119, Page 114, of the Public Records of Pasco County Florida, said point also being the POINT OF BEGINNING; thence along said Easterly right-of-way line, N.00°21'17"E., 731.10 feet; thence S.89°38'16"E., 494.81 feet to a point of curvature; thence Easterly, 2228.28 feet along the arc of a curve to the left having a radius of 4101.00 feet and a central angle of 31 °07'54" (chord bearing N.74°47'47"E., 2200.97 feet); thence S.52°42'19"E., 493.98 feet to a point on a curve on the Westerly boundary of parcel described in Official Records Book 6847, Page 785; thence along said Westerly boundary the following three courses; 1) Southerly, 500.25 feet along the arc of a curve to the left having a radius of 514.61 feet and a central angle of 55°41'50" (chord bearing S.09°26'46"W., 480.79 feet) to a point on a curve; 2) Southeasterly, 440.74 feet along the arc of a curve to the left having a radius of 367.98 feet and a central angle of 68°37'28" (chord bearing S.43°13'23"E., 414.86 feet) to a point on a curve; 3) Southeasterly, 333.64 feet along the arc of a curve to the right having a radius of 1393.27 feet and a central angle of 13°43'13" (chord bearing S.40°18'30"E., 332.84 feet), to the Southeasterly boundary of parcel described in Official Records Book 6666, page 1000, the following three courses; 1) S.52°17'47"W., 247.46 feet; 2) S.76°38'49"W., 376.79 feet; 3) S.37°26'15"W., 727.89 feet; thence leaving said Southeasterly boundary, S.00°41'42"W., 1707.49 feet to the Northerly boundary of parcel described in Official Records Book 4645, Page 1058, thence along said Northerly boundary the following two courses: 1) N.89°40'06"W., 162.67 feet; 2) S.56°51'38"W., 620.23 feet; thence leaving said Northerly boundary, S.27°21'50"W., 286.15 feet; thence S.00°01'10"E., 1026.74 feet; thence S.55°31'58"W., 691.17 feet to a point on a curve on the Northerly right-of-way line of said SUNLAKE BOULEVARD; thence along said Northerly and Easterly right-of-way line, the following five (5) courses: 1) Northwesterly, 349.20 feet along the arc of a curve to the left having a radius of 1246.00 feet and a central angle of 16°03'26" (chord bearing N.32°53'20"W., 348.05 feet) to a point of tangency; 2) N.40°55'03"W., 974.29 feet to a point of curvature; 3) Northerly, 729.26 feet along the arc of a curve to the right having a radius of 1000.00 feet and a central angle of 41 °47'00" (chord bearing N.20°01'33"W., 713.20 feet) to a point of tangency; 4) N.00°51'57"E., 2859.25 feet; 5) N.00°21'17"E., 0.89 feet to the POINT OF BEGINNING.

Containing 274.172 acres, more or less.

Long Lake Ranch CDD Parcel "B"

DESCRIPTION: A parcel of land lying in Section 33, Township 26 South, Range 18 East, Pasco County, Florida, and being more particularly described as follows:

Commence at the Northeast corner of said Section 33, run thence along the East boundary of the Northeast 1/4 of said Section 33, S.00°51'56"W., 2556.31 feet to the Northeast corner of the Southeast 1/4 of said Section 33; thence along the East boundary of the Southeast 1/4 of said

Section 33, continue S.00°51'56"W., 2556.31 feet to the Southeast corner of said Southeast 1/4 of Section 33; thence along the South boundary of said Section 33, the following two (2) courses: 1) N.89°17'41"W., 100.00 feet to a point on the Southerly right-of-way line of SUNLAKE BOULEVARD as described in Official Records Book 8119, Page 114, of the Public Records of Pasco County Florida, said point also being the POINT OF BEGINNING; 2) continue N.89°17'41"W., 4321.10 feet; thence N.00°39'40"E., 1320.07 feet; thence S.89°17'36"E., 3105.27 feet; thence N.00°51'57"E., 926.19 feet to a point of cusp on the aforesaid Southerly right-of-way line of SUNLAKE BOULEVARD; thence along said Southerly right-of-way line of SUNLAKE BOULEVARD, the following four (4) courses: 1) Southerly, 875.11 feet along the arc of a curve to the left having a radius of 1200.00 feet and a central angle of 41 °47'00" (chord bearing S.20°01'33"E., 855.85 feet) to a point of tangency; 2) S.40°55'03"E., 974.29 feet to a point of curvature; 3) Southerly, 756.42 feet along the arc of a curve to the right having a radius of 1046.00 feet and a central angle of 41 °26'02" (chord bearing S.20°12'02"E., 740.05 feet) to a point of tangency; 4) S.00°30'59"W., 26.11 feet to the POINT OF BEGINNING.

Containing 125.084 acres, more or less.

Tab 10



TO: Bryan Radcliff – Long Lake Ranch
CDD District Manager

FROM: Phil Chang, P.E.
District Engineer

DATE: April 24, 2020;
Updated July 15, 2020

RE: ADA Report Follow-up

As requested, Johnson Engineering has undertaken an assessment of an ADA compliance review previously completed in June 2019 (the *2019 study*) related to the Amenity Center (clubhouse, pool and playground areas). The purpose of the exercise was to further assess the compliance issues and to quantify the proposed improvements to address those issues. Verification of compliance will be based on the 2010 ADA Standards for Accessible Design (the *2010 Standards*) which, per the Department of Justice, have a compliance date of March 15, 2012 for new construction and alterations. It is also the compliance date for using the 2010 Standards for program accessibility and barrier removal.

The limits of the study area are shown below in Figures 1A and 1B:



Figure 1A – Study Limits



Figure 1B –Study Limits (Foxtail)

The following items were reviewed as part of our study:

- Gates/access
- Accessible routes/paths
- Accessibility in the pool area facilities

Gates

In the 2019 study, a concern was noted with the handles on the fence gates. Per the 2010 Standards, door and gate hardware must:

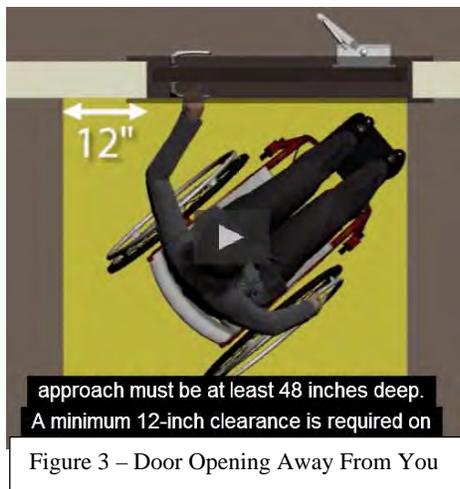
- Allow one-hand operation
- Not require tight grasping, pinching or twisting of the wrist
- Operate with 5lbf maximum
- Be located 34" to 48" above the floor or ground



Hardware that can be operated with a loose grip or closed fist, such as lever-shaped handles and U-shaped pulls accommodate the greatest range of users. Round doorknobs do not comply because

they require twisting of the wrist. Keys and access cards that are not part of the lockset are not required to comply. The existing gate hardware does not require any grasping, pinching or twisting of the wrist. However, **the handle at the entrance gate to the pool is at a height of 56-inches so it needs to be adjusted to comply with the height restriction of between 34” and 48”**. **The budgetary cost to modify the handle is anticipated to be in the order of: \$1,000**

For gates or doors that open towards you (pull to open), there must be a minimum clearance of at least 60 inches deep and an additional 18 inches clearance on the pull/handle side as shown to the right (Figure 2).



For gates that open away from you (push to open), there must be a minimum clearance of at least 48 inches deep and an additional 12 inches clearance on the pull/handle side as shown to the left (Figure 3).

Access at the 5-foot wide gates at the paths into the amenity areas do not have the minimum required side clearances on either side of the gates. Side clearance areas sized 18-inches by 60 inches will be required on the “pull” side of the gates (opening towards you) and concrete pads sized 12-inches by 48-inches will be required on the “push” side of the gates (opening away from you).



In order to provide the adequate clearance, concrete pads will need to be installed and the gate key reader and push button will need to be relocated on each side of the fence. Modifications to the landscaping will also be required due to the changes.

The budgetary cost to modify the key reader, push button and relocate the posts at the 7 locations around the amenity center is anticipated to be in the order of: \$17,500

Accessible Routes/Paths

The 2019 study indicated a concern with settled/depressed sidewalk panels being observed as well as compliance with slope regulations. Based on our review, we did not observe any settled/depressed sidewalk panels or compliance issues within the study area.



The 2019 study also identified a lack of accessible route from existing paths to the playground restrooms, playground equipment and playground pavilion. Accessible routes/connections to the aforementioned areas will need to be added in order to be in compliance. The connection may be constructed of concrete, such as on the path/sidewalk or using ADA compliant mulch.



It is our understanding that the mulch used in the play equipment areas is already of the ADA compliant variety. It is recommended that ADA compliant mulch be used to provide an accessible route to the play areas along with the borders being extended to the existing sidewalks. This will allow for flexibility in future adjustments to the playground equipment. A concrete connection from the sidewalk to the restroom pavilion is recommended since this is a permanent structure that is unlikely to be relocated or reconfigured.

MEMO TO: Bryan Radcliff, Long Lake Ranch CDD District Manager
DATE: July 15, 2020
PAGE: 5 of 8

Budgetary cost to install accessible routes to the play areas identified below would be in the order of:

- Concrete: \$2,000
- Mulch (ADA compliant) & border: \$4,000



MEMO TO: Bryan Radcliff, Long Lake Ranch CDD District Manager
DATE: July 15, 2020
PAGE: 6 of 8

Steps and an accessible ramp are provided to the entry to the pool area and clubhouse. However, signage was identified as absent to direct users to the accessible ramp. Adding directional signage with arrows pointing to the nearest accessible route and/or entry location will address this issue.

The budgetary cost to add a post and a sign would be in the order of \$250.



Directional Signs at Inaccessible Entrances (\$216.6)
Signs indicating the location of the nearest accessible entrances are required at each inaccessible public entrance. These signs must include the International Symbol of Accessibility and note direction. Additional content or text is not specified, but can be helpful. It is advisable to locate signs in a manner that minimizes back-tracking.

This is also the case at non-accessible points to the field from the path by the lake and rear pool access. Adding a directional sign will direct users to accessible access entry points.

There are three locations (including one location at the pool) on the north side of the amenity area with steps from the path around the lake where this type of signage would direct users to a location without steps.

The budgetary cost to add posts and signs would be in the order of \$750.



Clubhouse / Pool Facilities

The facilities at the pools consist of the following components:

- Swimming pool
- Pool shower
- Drinking fountain
- Seating area (tables and chairs)

MEMO TO: Bryan Radcliff, Long Lake Ranch CDD District Manager
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Swimming Pools

There are two pools within the District. One is located at the Amenity Center on Long Lake Ranch Boulevard (as shown in Figure 1A) and the other is located in the Foxtail community on Lake Waters Place (as shown in Figure 1B). Both pools have less than 300 linear feet of pool wall. As such, only one accessible means of entry is required at each pool, which must either be a pool lift or sloped entry.

Currently, neither pool has an accessible means of entry. Although there is a sloped bottom in a portion of the pool at the Amenity Center, it is insufficient since the path of travel is obstructed by a water feature and water jets that would need to be relocated. Providing an accessible means of entry would require modifications and/or improvements to be made at each of the pools noted in this report.

If a pool lift is the proposed means of entry, a person must be able to operate it independently and should be located where the water level is no deeper than 48 inches. Construction of a sloped entry also requires handrails on both sides of the entry and shall extend to a depth of 24 inches minimum and 30 inches maximum below stationary water level.

Adding a pool lift that can be operated independently by a user would not require any modifications to the pool configuration, water recirculation system or pool equipment but would require it to be permanently installed on the pool deck. **A budgetary amount in the order of \$15,000 is suggested per pool lift or a total budgetary amount of \$30,000.**

Drinking Fountain

For compliance at the drinking fountain at the Amenity Center, a minimum 27-inch knee clearance is required as well as adequate turning space. Although the knee clearance was provided, the turning space was inadequate due to the storage bench placed next to the drinking fountain which has since been moved. **No further action is suggested at this time.**



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Pool Shower & Seating Area

The 2010 ADA Standards do not apply to the pool shower or the tables and chairs in the seating area. **No further action is suggested at this time.**

A summary of the anticipated budgetary amounts to provide the components noted in this report to meet the 2010 ADA Standards is as follows:

Description of Improvement	Budgetary Amount
Amenity Center pool gate handle modification	\$1,000
Modifications to key readers, push buttons and gates to Amenity Center playground/field (7 locations)	\$17,500
Install accessible route to restroom pavilion (concrete)	\$2,000
Install accessible routes to play structures (mulch)	\$4,000
Directional signs to accessible entry locations (4 locations)	\$1,000
Install pool lift (at 2 pools)	\$30,000
Total Budgetary Amount	\$55,500

Tab 11



Steadfast Environmental, LLC

FKA Flatwoods Environmental

30435 Commerce Drive Ste 102 | San Antonio, FL 33576
 813.836.7940 | office@steadfastenv.com
 www.SteadfastEnv.com

Proposal

Date 11/24/2020 **Proposal #** 197

Customer Information		Project Information Long Lake Ranch CDD Fountain ...	
Long Lake Ranch CDD c/o DPFPG, Inc. Patricia Comings-Thibault ,District Mgr 15310 Amberly Dr. Suite 175 Tampa, FL 33647	Contact	Long Lake Ranch CDD	
	Phone		
	E-mail joe@flatwoodsenv.com	Proposal Prepared By:	Joe Hamilton
	Account #	Type Of Work	Maintenance

Steadfast Environmental, LLC. formally known as Flatwoods Environmental proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Cost
<p>Quarterly Fountain Maintenance for Long Lake Ranch CDD</p> <p>Equipment : One (1) Vertex Fountain at Borrow Lake, One (1) at Pond 20, One (1) at Pond 30 & Two (2) at Big Lake.</p> <p>Scope of work to include inspection of moving parts, wear and tear, filter cleaning & nozzle cleaning. (Light bulbs if applicable) Compressor parts will also be inspected and serviced if necessary.</p> <p>Any fountain implements that are found faulty can be ordered and replaced by SE LLC at a minimal 10% markup to the CDD.</p> <p>Receipts to be provided at time of invoicing. Should the part(s) be under manufacture warranty, SE LLC will provide the labor to replace under the fountain / aeration maintenance agreement at no cost.</p>	1,920.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Total \$1,920.00

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

Accepted this _____ day of _____, 20____.

Signature: _____ Printed Name and Title: _____

Representing (Name of Firm): _____