

District: LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Thursday, September 3, 2026

Time: 6:00 P.M.

Location: Long Lake Ranch Amenity Center,
19037 Long Lake Ranch Blvd.,
Lutz, FL 33558

ZOOM:

[LINK](#)

Meeting ID: 939 4671 5244

Passcode: 751858

CALL IN:

+13052241968

Phone conference ID: 109 118 130#

Mute/Unmute: *6

Agenda

*Per Resolution 2013-35: Nothing herein shall be construed to prohibit the Presiding Officer from maintaining orderly conduct and proper decorum in a public meeting.
For the full agenda packet, please contact: Patricia@havenmgt.com*

I. Call to Order/ Roll Call

II. Audience Comments – (limited to 3 minutes per individual on agenda items)

III. Supervisor Comments

IV. Professional Vendor Presentations

A. District Engineer – Stantec

1. Discussion of Pond 110 Erosion

[EXHIBIT 1](#)

B. GHS Environmental Aquatic Maintenance Service Report

1. Aquatic Maintenance Log
2. GHS Monthly Aquatic Weed Control Program Proposal - \$29,520 Annually

[EXHIBIT 2](#)

[EXHIBIT 3](#)

C. Red Tree Landscape

1. Landscape Maintenance Report
2. Irrigation Report
3. Consideration of Proposal: Clubhouse Repair – Cut Bubblers - \$718.99
4. Consideration of Proposal: Sunlake Repairs – Zone 8 - \$696.00
5. Consideration of RedTree Proposal - \$656.00
6. Field Maintenance Report

[EXHIBIT 4](#)

[EXHIBIT 5](#)

[EXHIBIT 6](#)

[EXHIBIT 7](#)

[EXHIBIT 8](#)

[EXHIBIT 9](#)

D. District Counsel

1. Consideration for Adoption Resolution 2026-14; Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027 [EXHIBIT 10](#)

V. Business Items

A. Public Hearing on Revised Rules of Procedure

1. Open the Public Hearing
2. Presentation of Rules of Procedure (*to be distributed*) [EXHIBIT 11](#)
3. Presentation of the Redline Amended Restated Rules of Procedure [EXHIBIT 12](#)
4. Public Comments on the Redline Amended Restated Rules of Procedure
5. Close the Public Hearing

- B. Consideration for Adoption Resolution 2026-15; Adopting Revised Rules of Procedure; Providing Severability Cause; and Providing an Effective Date [EXHIBIT 13](#)

VI. Amenity General Manager & Field Manager

- A. Presentation and Discussion – Amenity & Field Status Report [EXHIBIT 14](#)

B. Basketball Court Resurface Project

1. Basketball Court Resurface

- Lawson Courts – 1 Basketball Court - \$75,000 [EXHIBIT 15](#)
- Court Project Basketball Court Reconstruction Proposal - \$60,000 [EXHIBIT 16](#)

2. Tree Replacement

- Red Tree - \$15,180 [EXHIBIT 17](#)

3. Basketball Court Center bubbler

- Red Tree - \$2,650 [EXHIBIT 18](#)

VII. Financial & Administrative Matters

- A. Consideration for Acceptance – July 2026 Unaudited Financial Statements [EXHIBIT 19](#)

- B. Presentation of Check Details for August 2026 [EXHIBIT 20](#)

- C. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on August 6, 2026 [EXHIBIT 21](#)

- D. Presentation of Approval Listing – FY 2026 [EXHIBIT 22](#)

- E. Ratification of Cooper Pools Proposals:

- Black Algae Treatment and Dive - \$553.36 [EXHIBIT 23](#)

➤ Filter Purchase & Installation - \$1,470.00

[EXHIBIT 24](#)

VIII. Staff Reports

A. District Manager

IX. Other Items to be Introduced (if applicable)

X. Audience Comments – New Business – *(limited to 3 minutes per individual)*

XI. Supervisor Requests

XII. Adjournment

EXHIBIT 1

[RETURN TO AGENDA](#)

Erosion in the NW corner of Pond 110 in Primrose Estates

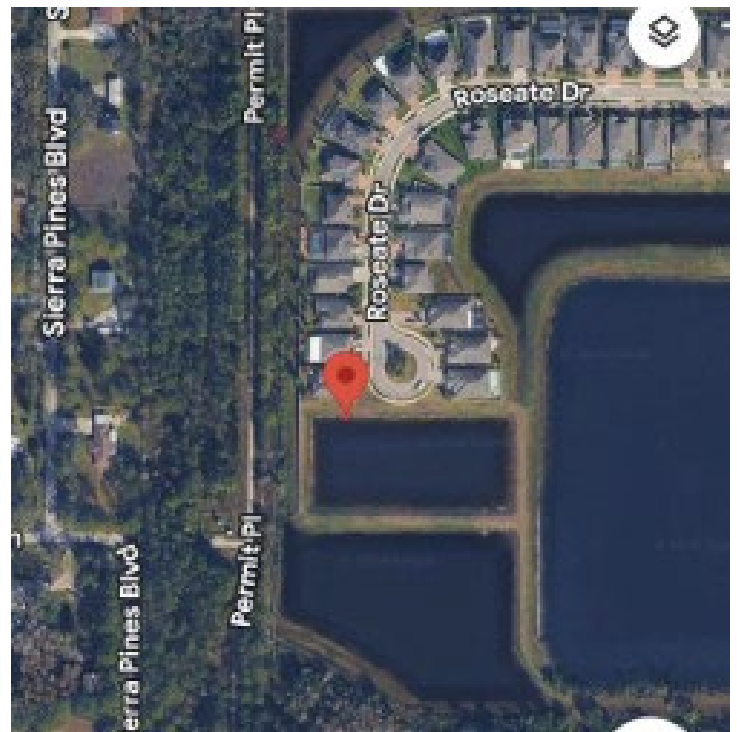


EXHIBIT 2

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Actions Required At Time of Inspection
G = Treated Grasses/Herbaceous Species (ie. torpedo grass, cattails, alligatorweed, pennywort, etc.)
A = Treated Algae (ie. filamentous, planktonic, blue-green, etc.)
F = Treated Floating Species (ie. Hyacinth, water lettuce, Cuban marsh grass, duckweed, water fern, water spangles, etc.)
S = Treated Submerged Vegetation (ie hydrilla, spikerush, chara, coontail, bladderwort)
L = Treated Lilies (ie fragrant waterlily, spatterdock)
W = Treated Woody Vegetation (ie. primrose willow, Carolina willow, wax myrtle, rattlebox)

T = Trash/debris removed
SM = Structure Maintenance
M = Mowing/Brushcutting
MF = Midge Fly Treatment
* = See Note

Service Date	Big Lake	Borrow Expansion	Borrow Lake	FPM 4	FPM 5	FPM 6	FPM 7	FPM 7A	FPM 9	FPM 10	FPM 11 North	FPM 11 South	FPM 12	Pond 10	Pond 100	Pond 10A	Pond 110	Pond 20	Pond 30	Pond 40	Pond 50A	Pond 50B	Pond 60	Pond 70	Pond 80	Pond 90	Field Notes
1/6/2026																											Field check.
1/7/2026	M, W								M, W	M, W														M, W	M, W		Worked on removing woody vegetation growing inside the littoral zones. Removed woody vegetation growing along the Big Lake boardwalk. Check in with B. York.
1/13/2026																	M, W	M, W	G				M, W				Worked on removing woody vegetation growing inside the littoral zones.
1/23/2026																											Field check.
1/26/2026	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	Trash pickup all ponds.
2/4/2026																											Field check.
2/12/2026																											Field check.
2/25/2026	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	Trash pickup all ponds.
3/12/2026																					M						
3/24/2026	A, MF											T															Applied courtesy midge fly treatment in SE portion of Big Lake per complaint. Note: GHS not under contract for midge fly treatment since lakes were stocked with gambusia in past to combat midge flies.
3/25/2026	T	T	T	T	T	T	T	T	T	T	T		T	T	T	T	T	T	T	T	T	T	T	T	T	T	Email coordination with P. Thibault on Big Lake midge fly treatment options.
4/1/2026	*																										Check on treatment effectiveness of planktonic algae in Big Lake.
4/7/2026																											Coordination with B. York and P. Thibault on fountain run times due to SWFWMD restrictions.
4/17/2026																											Field check.
4/27/2026	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	Trash pickup all ponds.
4/30/2026	*																										Prepare email to P. Thibault with mosquito fish stocking costs for Big Lake.
5/7/2026																											Attended CDD meeting.
5/8/2026																								S, A			
5/22/2026																											Field check.
5/27/2026							SM				G, L	G	G, L	G	SM			G	SM	SM						G, L	
5/28/2026																									M, SM		Clear fibrous mat in MES.
6/9/2026	G										G	G									G			G		G	
6/12/2026																								S, A			
6/19/2026	T	T	T	T, M	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T, M	T	T	T, M	T	T	Trash pickup all ponds.
7/1/2026																											Field check.
7/14/2026		G, T		T	T	SM, T	SM, T	SM, T	T	T	G		G, T	G, T	G, T	T	G, T	T	T		G, T					G, T	Treated grasses in geoweb spillways of FPM 6, 7, 7A.
7/15/2026																				M	SM						Brushcut seasonal weeds/brush along pond bank due to low water levels.
7/21/2026	T		T									T								T		T	T	T	T		Finished trash pickup on all ponds.
7/23/2026	*																										*Email coordination with P. Thibault on Big Lake midge fly treatment costs for Big Lake.
8/6/2026																											Field check. Prepared and submitted updated aquatic maintenance contract GHS #26-216 per P. Thibault.
8/13/2026																											Researched SWFWMD database to see if corrugated pipe laying on berm near Ponds 50A and 50B is noted on plans. Coordination with B. York.
8/24/2026																											Field check.
8/25/2026		T	T			T	T	T	T	T	T	T			T	T											
8/26/2026	M, T			T	T									T	T		*	T	T	T	T	T	T	T	M, T		Finished trash pickup on all ponds. Mowed seasonal and woody vegetation growing along the Big Lake. *Emailed staff about small erosion area on NW corner of Pond 110.

EXHIBIT 3

[RETURN TO AGENDA](#)



GHS Environmental
PO Box 55802
St. Petersburg, FL 33732-5802
727-667-6786

August 6, 2026

Ms. Patricia Thibault
Haven Management Solutions
255 Primera Blvd., Suite 160
Lake Mary, FL 32746

**Re: Long Lake Ranch Community Development District
Monthly Aquatic Weed Control Program
GHS Proposal No: 26-216**

Dear Ms. Thibault,

GHS Environmental (GHS) is pleased to provide our services for aquatic weed control in the man-made water bodies in the Long Lake Ranch Community Development District (CDD).

This proposal has been prepared based on the information that has been provided by the Client at this time. The tasks, services and associated costs as described below are subject to change with direct requests by Client. This proposal is to be considered a draft with the purpose of review by Client. If the tasks are acceptable, this proposal may be considered final and signed to initiate services.

Proposed Scope of Services

Task 1: Monthly Aquatic Weed Control Program

GHS staff will perform aquatic weed control in the twenty-six ponds/floodplain areas identified in Table 1 and depicted in Attachment A. A summary of the aquatic maintenance program will include the following services:

- Inspections will occur twice per month, with treatment as necessary.
- Algae control with callback service included.
- Control shoreline grasses and brush from encroaching along the water's edge.
- Control bottom rooted species that are unsightly or impede flow.
- Treat all vegetation within three (3) feet of control structures located inside stormwater ponds to allow free movement of water.
- Remove all small, non-hazardous and accessible trash within 10 feet of the shoreline. Items must fit into small garbage bags.
- Prepare and submit monthly service ticket.
- Communication with District Manager, as needed.
- Attend up to two (2) CDD meetings per year.

All work will be performed or supervised by a state-certified commercial aquatic applicator. All products used by GHS will be in accordance with product labels, as well as state and federal laws. All equipment used by GHS will be handled with care to avoid damage to the grass.

Notes: Large debris, vegetation, dead wildlife and items deposited into stormwater ponds due to severe weather events are not included and can be handled under a separate proposal.

GHS will spot treat hydrilla when observed. However, if hydrilla gets introduced into a pond (ie via birds, fisherman, aquarium dumping, etc.) and becomes problematic, this nuisance vegetation is best controlled long term by the introduction of triploid grass carp. These services can be addressed under a separate proposal and will be brought to the attention of the CDD as needed.

Table 1 – Onsite Ponds/Floodplain Areas To Be Treated

Column 1: Waterbody No.	Column 2: Approximate Acreage
Big Lake	37.52
Borrow Expansion	1.57
Borrow Lake	20.13
FPM 4	3.21
FPM 5	0.48
FPM 6	3.88
FPM 7	0.45
FPM 7A	0.4
FPM 9	1.16
FPM 10	0.28
FPM 11 North	0.39
FPM 11 South	2.57
FPM 12	1.05
Pond 10	3.38
Pond 100	0.64
Pond 10A	0.62
Pond 110	1.35
Pond 20	2.04
Pond 30	5.07
Pond 40	1.13
Pond 50A	3.77
Pond 50B	2.49
Pond 60	1.53
Pond 70	2.21
Pond 80	3.66
Pond 90	1.47
Total	102.45

Proposed Budget

Table 2 summarizes the proposed budget for the tasks outlined above. Our proposed budget for the work described above is **\$29,520.00/year or \$2,460.00/month** for Task 1.

Table 2 – Proposed Budget

Task Description		Subtotal	Monthly	Initial Accepted Services
TASK 1		\$29,520	\$2,460	
GRAND TOTAL		\$29,520	\$2,460	

The proposed budget is to be considered a “not-to-exceed” figure; unexpected costs over and above this estimate will not be incurred prior to obtaining your authorization. Invoices will be submitted monthly. Additional services not covered by this scope can be handled under a separate proposal.

This proposal may be automatically renewed annually if both parties agree.

Closing Comments

Thank you for contacting GHS Environmental. We greatly appreciate the opportunity to submit this proposal for your consideration. Please do not hesitate to call us at (727) 432-2820 with any questions you might have concerning this proposal. If you wish to modify this proposal, GHS will readily tailor it to address your unique needs. If this proposal meets with your approval, GHS would appreciate your acceptance by signing this page below and returning it via email at chuck@ghsenvironmental.com. In closing, we appreciate this opportunity and look forward to working with you.

Sincerely yours,

GHS Environmental



Dana J. Gaydos
Principal



Chuck Burnite
Sr. Environmental Scientist

Accepted by:

Signature/Title

Date

ATTACHMENT A



EXHIBIT 4

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5532 Auld Lane, Holiday FL 34690

LONG LAKE RANCH CDD
LANDSCAPE MAINTENANCE REPORT
August 2026

TO: District Management – Patricia Thibault

Long Lake Ranch CDD Board of Supervisors

FROM: John Burkett, Account and Client Manager – RedTree Landscape Systems

Grounds Maintenance

- Mowing operations completed as per contract.
- Detailing operations completed as per contract.

Irrigation

- Irrigation inspections completed.
- Checked all new plantings to ensure proper irrigation for the approved landscape enhancement project.
- Completed the approved proposal for wire tracking and repairs for the Clubhouse Controller.

Landscape

- Tree lifting continuing throughout property.

Pest Control / Fertilization

- IPM services provided as needed.

Proposals

- Approved proposal for Muhly bush removal and Firebush installation at the Center Median of Long Lake Ranch Boulevard and Sunlake Boulevard was completed.
- Center Median on Long Lake Ranch Boulevard Landscape Enhancement approved.

Work Orders / Service requests

- Please do not hesitate to send any service requests to our Service Desk at service@redtreelandscape.com. Property name, photographs and coordinates (street names, etc.) are all extremely helpful in assuring that we can address any concerns promptly.



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AUGUST 2026

**PHOTO DOCUMENTATION OF WEEKLY MAINTENANCE
for
LONG LAKE RANCH CDD**

Attention: Ms. Patricia Thibault – District Manager



































































































































































































EXHIBIT 5

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August Inspection 2026

Date: Aug 12, 2026 1:00 pm
Inspector: John Moylan

Site	
Name	Long Lake Ranch CDD
Address	Long Lake Ranch Boulevard
City	Lutz
ST	Florida
Zip	33558

Controller	
Name	2144 Sunlake Blvd
Location	
Model	
Modules	17
Controller ID	150317

Water Days as of Aug 12, 2026	
Program A	Fri
Program B	Mon , Wed
Program C	
Program D	

Notes
Repairs on zones 2,11,12. Minor adjustments as needed

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	Zone 1	Pass									
2	Maxi at clock	Pass						1			
3	Zone 3	Pass									
4	Zone 4	Pass									
5	Zone 5	Pass									
6	Zone 6	Pass									
7	Zone 7	Pass									
8	Maxi misland round	Pass									
9	Zone 9	Pass									
10	R at pool	Pass									
Minor adjustments											
11	S at pool	Pass	2								
12	D around building	Pass						2			

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
13	R by building	Pass									
Minor adjustments											
14	S foxtail homes	Pass									
15		Pass									
16		Pass									
17	S foxtail homes	Pass									
18		Pass									
19		Pass									
20		Pass									
21		Pass									
22		Pass									
23		Pass									
24		Pass									
25		Pass									
26		Pass									
27		Pass									
28		Pass									
29		Pass									
30		Pass									
31		Pass									
32		Pass									
33		Pass									
34		Pass									
35		Pass									



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August Inspection 2026

Date: Aug 12, 2026 10:34 am
Inspector: Irrigation two

Site	
Name	Long Lake Ranch CDD
Address	Long Lake Ranch Boulevard
City	Lutz
ST	Florida
Zip	33558

Controller	
Name	19042 Long Lake Ranch Blvd
Location	
Model	
Modules	49
Controller ID	150284

Water Days as of Aug 12, 2026	
Program A	Fri
Program B	Mon , Wed
Program C	
Program D	

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	M all Islands and front entrance	Pass									
2		Pass									
3	Annuals & maxi roundabouts	Pass									
4	Maxi roundabouts	Pass									
5	Zone 5	Pass									
6		Pass									
7		Pass									
8		Pass									
9		Pass									
10		Pass									
11	D blvd	Pass									
12	D blvd	Pass									
13		Pass									

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
14	Zone 14	Pass									
15	Zone 15	Pass									
16	Zone 16	Pass									
17		Pass									
18	D. Blvd	Pass									
19		Pass									
20	D-off	Pass									
21	D-off	Pass									
22	Roseate dr bot	Pass									
23		Pass									
24		Pass									
25		Pass									
26	Zone 26	Pass									
27		Pass									
28		Pass									
29		Pass									
30		Pass									
31		Pass									
32		Pass									
33		Pass									
34		Pass									
35		Pass									
36		Pass									
37		Pass									
38		Pass									

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
64		Pass									
65		Pass									
66		Pass									
67		Pass									
68		Pass									
69		Pass									
70		Pass									
71		Pass									
72		Pass									
73	The back gate of primrose bot	Pass									
74		Pass									
75		Pass									
76		Pass									
77		Pass									
78		Pass									
79		Pass									
80		Pass									
81		Pass									
82		Pass									
83		Pass									
84		Pass									
85		Pass									
86		Pass									
87		Pass									
88		Pass									

Zone #3 - 08-12-26 10:35 am CDT



Zone #4 - 08-12-26 10:39 am CDT





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August Inspection 2026

Date: Aug 12, 2026 9:28 am
Inspector: Irrigation two

Site	
Name	Long Lake Ranch CDD
Address	Long Lake Ranch Boulevard
City	Lutz
ST	Florida
Zip	33558

Controller	
Name	Battery Operated Controllers
Location	
Model	
Modules	2
Controller ID	247238

Water Days as of Aug 12, 2026	
Program A	Fri
Program B	Mon , Wed
Program C	
Program D	

Notes
No breaks inspection was great

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	Foxtail - 9pm	Pass									
2	Primrose - 9:30pm	Pass									
3	Pepper grass - 10pm	Pass									
4		Pass									

Zone #1 - 08-12-26 10:03 am CDT



Zone #2 - 08-12-26 9:29 am CDT



Zone #3 - 08-12-26 9:55 am CDT





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August Inspection 2026

Date: Aug 12, 2026 8:11 am
Inspector: Irrigation two

Site	
Name	Long Lake Ranch CDD
Address	Long Lake Ranch Boulevard
City	Lutz
ST	Florida
Zip	33558

Controller	
Name	Clubhouse
Location	
Model	SL9600TW
Modules	48
Controller ID	240267

Water Days as of Aug 12, 2026	
Program A	Thur
Program B	Mon , Sat
Program C	
Program D	

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	D- Westside of pool	Pass									
2	S- Westside of pool	Pass									
3	D - Front of pool ,annuals	Pass									
4		Pass									
5	S- Eastside of pool, inside gate	Pass									
6	S- East fence and barbeque area	Pass									
7	D- Pool	Pass									
8	D- Eastside	Pass						1			
9	S- South of tennis courts	Pass									
10	R- Around tennis courts	Pass									
11	S- North and west tennis courts	Pass									
12	S- Around basketball court	Pass									
13	S - Mailboxes	Pass									

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
14	D - Dog park	Pass									
15	B- Basketball court	Pass									
16	S- South of dog park	Pass									
17	S- Northwest of dog park	Pass									
18	NA	Pass									
19	R- Around playground	Pass									
20	D- Southwest side by playground	Pass									
21	D- Entrance sign, annuals	Pass									
22	S- Entrance side by sign	Pass									
23	R- By Silvergrass sign	Pass									
24	R- By small playground	Pass									
25	R- West of small playground	Pass									
26	S- Around canopy, inside gate	Pass									
27	S- West end of parking lot	Pass									
28	S- North end of parking lot	Pass									
29		Pass									
30		Pass									
31		Pass									
32		Pass									
33		Pass									
34		Pass									
35		Pass									
36		Pass									
37		Pass									
38		Pass									

Zone #8 (Broken Drip or Micro Spray) - 08-12-26
8:28 am CDT



EXHIBIT 6

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5532 Auld Lane, Holiday FL 34690

CLUBHOUSE REPAIR-CUT BUBBLERS

**IRRIGATION PROPOSAL
FOR
LONG LAKE RANCH CDD**

Attention: Patricia Thibault, District Manager

August 21, 2026

Scope of Work

Due to the tree removal requested by Long Lake Ranch CDD, 8 Bubblers had to be cut and capped from Zone 15. Also, during the process of capping the bubblers a faulty decoder was found on Long Lake Ranch Boulevard and replaced in order to keep the zone operating properly.

Materials

- (8) ½ Inch Caps
- (8) ½ Inch Couplings
- (15ft) Flex Pipe
- (1) Hunter Decoder
- Miscellaneous Parts, Fittings, and Supplies
- Labor

Total Cost: \$718.99

Authorized Signature to Proceed

_____/_____/_____
Date of Authorization

Proposal submitted by Matt Olson, Irrigation Manager
molson@redtreelandscapeystems.com / Cell phone: (727) 200-1714

EXHIBIT 7

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5532 Auld Lane, Holiday FL 34690

SUNLAKE REPAIRS-ZONE 8

**IRRIGATION PROPOSAL
FOR
LONG LAKE RANCH CDD**

Attention: Patricia Thibault, District Manager

August 21, 2026

Scope of Work

Requested by Heidi Clawson. Drip replacement completed in zone 8. This was requested and completed due to the excessive water in the road around the round a bout near Serenoa Drive.

Materials

- (1 Roll) Drip Pipe
- (25) Drip Tee
- (1.5 Bags) Drip Coupling
- Miscellaneous Parts, Fittings, and Supplies
- Labor

Total Cost: \$696.00

Authorized Signature to Proceed

_____/_____/_____
Date of Authorization

Proposal submitted by Matt Olson, Irrigation Manager
molson@redtreelandscapesystems.com / Cell phone: (727) 200-1714

EXHIBIT 8

[RETURN TO AGENDA](#)

INVOICE

RedTree Landscape Systems
5532 Auld Lane
Holiday, FL 34690

service@redtreelandscape.systems
+1 (888) 733-8799
redtreelandscapesystems.com



Bill to
Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Ship to
Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Invoice details
Invoice no.: 35137
Terms: Net 45
Invoice date: 07/31/2026
Due date: 09/14/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Irrigation Bill Upon Completion	Irrigation Bill Upon Completion 5.5.26 Clubhouse Tracked and located the decoder on zones 27 & 28 and made repairs.	1	\$0.00	\$0.00
2.		Sales	DBY	56	\$4.75	\$266.00
3.		Sales	labor-technician	6	\$65.00	\$390.00
Total						\$656.00

EXHIBIT 9

[RETURN TO AGENDA](#)

Long Lake Ranch

COMMUNITY DEVELOPMENT DISTRICT



Monthly Field Report

Long Lake North Entry

- Turf Issues
- Bed weeds



Northeast Entry

- Bed weeds
- Edging required
- Hedges trimmed
- Ligustrum need shaping



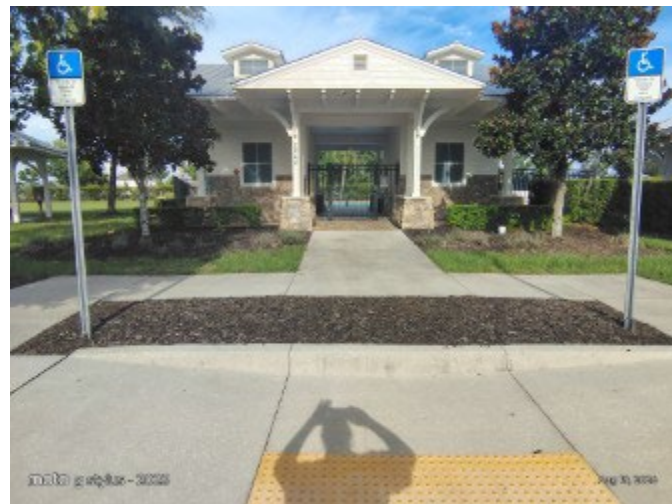
Foxtail N Entry

- Hedges trimmed
- Bed weeds addressed
- Turf color is good



Foxtail Amenity

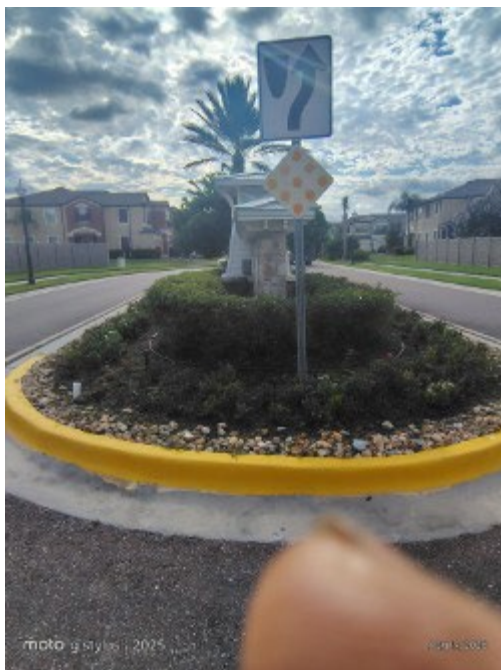
- Turf is clean, good season color
- Blue Daze failing





Foxtail S Entry

- Hedges trimmed
- Bed weeds need attention



Long Lake Islands

- Bed weeds addressed
- Blue Daze struggling
- Overflow overgrown
- Weeds addressed on some islands. Slight overspray





Long Lake Islands

- Weeds addressed
- Some overspray



Long Lake Common Areas

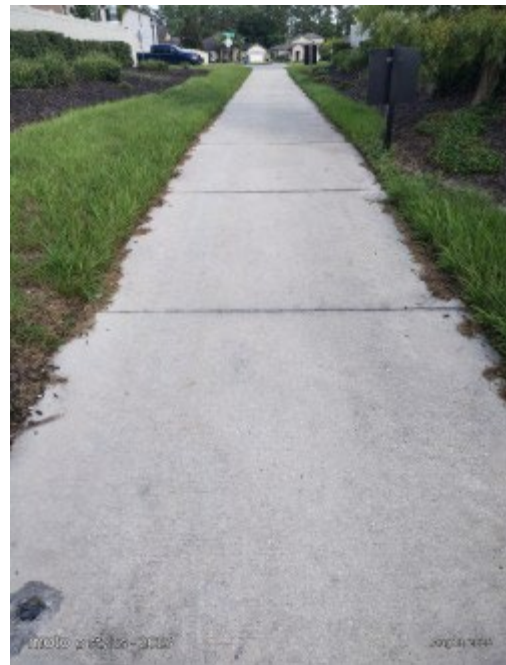
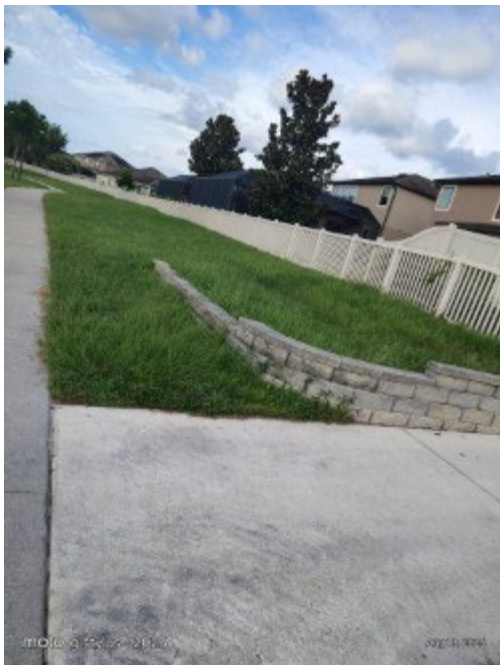
- Bed weeds
- Seasonal turf color is good
- Fence lines need attention
 - Turf long





Long Lake Common Areas

- Lacking edging and weed control
- Mowing detail around walls and structures lacking





Long Lake Commons

- Edging done, but no clean-up
- Detail around walls and structures incomplete



Long Lake Commons

- Some edging complete. Some not
 - Turf Patchy



Long Lake Tennis Courts

- Weeds reemerging



Long Lake Amenity

- Turf Patchy
- Edging required
- Weed control necessary





Long Lake Silvergrass & Cordgrass

- Monuments look good



Long Lake South Entry

- Annuals look good
- Bed weeds addressed
- Blue Daze failing



EXHIBIT 10

[RETURN TO AGENDA](#)

RESOLUTION 2026-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2026-2027 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Long Lake Ranch Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2026-2027 meeting schedule attached as **Exhibit A**.

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

1. **ADOPTING ANNUAL MEETING SCHEDULE.** The Fiscal Year 2026-2027 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 3rd day of September 2026.

ATTEST:

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson/Vice Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2026-2027 Annual Meeting Schedule

EXHIBIT A

BOARD OF SUPERVISORS MEETING DATES LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2026-2027

The Board of Supervisors of the Long Lake Ranch Community Development District will hold their regular meetings for Fiscal Year 2026-2027 at the Long Lake Ranch Amenity Center, 19037 Long Lake Ranch Blvd., Lutz, FL 33558 unless otherwise indicated as follows:

October 1, 2026
November 5, 2026
December 3, 2026
January 7, 2027
February 4, 2027
March 4, 2027
April 1, 2027
May 6, 2027
June 3, 2027
July 1, 2027
August 5, 2027
September 2, 2027

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Haven Management Solutions, 255 Primera Blvd., Suite 160, Lake Mary, Florida 32746 or by calling (407) 574-3250.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 574-3250 at least 48 hours prior to the meeting. 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), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting 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 such appeal is to be based.

District Manager

EXHIBIT 11

[RETURN TO AGENDA](#)

EXHIBIT 12

[RETURN TO AGENDA](#)

EFFECTIVE AS OF ~~NOVEMBER 7, 2019~~ _____, 2026

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Rule 1.0 General.

- (1) The Long Lake Ranch Community Development District (the “**District**”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “**Rules**”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by ~~electronic mail~~-[mail](#) or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “**Board**”) shall consist of five (5) members. Members of the Board (“**Supervisors**”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("**District Manager**") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled “**Record of Proceedings**,” in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation ~~in~~within the county or counties in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and ~~Committees~~committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Votes Required. No Board member who is present at any meeting of the District Board at which an official decision, ruling, or other official act is to be taken or adopted may abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such Board member present, except when, with respect to any such member, there is, or appears to be, a possible conflict of interest under the provisions of s. 112.311, s. 112.313, or s. 112.3143 of the Florida Statutes.
- (67) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, “voting conflict of interest” shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member’s special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.

- (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, [286.012](#), Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior 24 months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "**extensive**" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("**Coordinator**") for the District as required by the Florida Commission on Ethics ("**Commission**"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("**Reporting Individual**"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise authorized or required by statute or these Rules, at least seven (7) days', but ~~no~~not more than thirty (30) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation ~~in~~within the county or counties in which the District ~~and is~~ located. A newspaper is deemed to be a newspaper of "general circulation" in the county in which the District is located. ~~"General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public~~ if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1) of the Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published, as such provisions may be amended from time to time by law. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published ~~in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week~~ as provide in Chapter 50 of the Florida Statutes, and such notice published consistent therewith shall satisfy the requirement to give at least seven (7) days' public notice as required herein. Each Notice shall state, as applicable:
- (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "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)407-533-2950~~(813)407-533-2950 ~~574-3250~~. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."

- (e) The following or substantially similar language: “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.”
- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days prior to such meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any i) confidential and ~~any~~ ii) confidential and exempt information, shall be available to the public at least seven (7) days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public ~~comment~~ comments
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business

Staff reports

- (a) District Counsel
- (b) District Engineer
- (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures

Supervisor's requests and comments

~~Public comment~~

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation within the county in which the District is located. After an emergency meeting, the Board shall publish in a newspaper of general circulation within the county in which the District is located, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.

- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board or as otherwise provided in the resolution approving the annual budget(s). Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.
- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and

posted at the District Office immediately following the original meeting.

- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.
- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

~~(1)~~ (1) Internal Controls. The District shall establish and maintain internal controls designed to:

~~(a)~~ (a) Prevent and detect “**fraud**,” “**waste**” and “**abuse**” as those terms are defined in section 11.45(1),

(b) Florida Statutes; and

~~(b)~~ (c) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and

~~(c)~~ (d) Support economical and efficient operations; and

~~(d)~~ (e) Ensure reliability of financial records and reports; and

~~(e)~~ (f) Safeguard assets.

~~(2)~~ (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules, in accordance with the requirements of Section 190.011(5) of the Florida Statutes, and Chapter 120 of the Florida Statutes, including but not limited to Section 120.81(2)(b) of the Florida Statutes. Rulemaking proceedings shall be deemed to have been initiated upon publication of ~~notice~~ Notice of Rule Development by the District as required by Section 2 of this Rule. A “**rule**” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (~~“Rule”~~). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Requirements of a Rule. All District rules as drafted shall:
 - (a) Contain only one subject;
 - (b) Include readable language, meaning it avoids i) the use of obscure words and unnecessarily long or complicated constructions, and ii) the use of unnecessary technical or specialized language that is understood only by members of particular trades or professions;
 - (c) Be indefinite such that the rule does not include a provision whereby the rule, or a portion thereof, automatically expires or is repealed on a specific date or at the end of a specified period, unless otherwise expressly authorized by law; and
 - (d) Only incorporate material by reference in compliance with Section 120.54(1)(i) of the Florida Statutes.
- (3) Statement of Estimated Regulatory Costs. Before adopting, amending, or repealing any rule, other than an emergency rule, the District may prepare a statement of estimated regulatory costs (“SERC”) based on the factors set forth in Section 120.541(2) of the Florida Statutes. The District shall prepare a SERC for a proposed rule if in accordance with the requirements of Section 120.541(2) of the Florida Statutes if: i) the proposed rule will have an adverse economic impact on small business; or ii) the proposed rule is likely to directly or indirectly increase regulatory costs in excess of \$200,000 in the aggregate in the state within one (1) year after implementation of the rule.
- (~~24~~) Notice of Rule Development.

- (a) Except when the intended action is the repeal of a ~~Rule~~rule, the District shall provide notice of the development of a proposed rule ~~by publication of a~~ (“Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a—”) setting forth the following:

- (i) the subject area to be addressed by rule development;
- (ii) A short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule;
- (iii) The grant of rulemaking authority for the proposed rule;
- (iv) The law being implemented;
- (v) The proposed rule number; and

~~, and include~~ (vi) If available, either the preliminary text of the proposed rule and any incorporated documents, or a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available of such rule or documents.

- (b) ~~All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.~~ The Notice of Rule Development shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the Notice of Rulemaking required by Section 5 of this Rule, and at least thirty-five (35) days prior to the intended action.

~~(35)~~ Notice of ~~Proceedings and Proposed Rules~~Rulemaking.

- (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall ~~give~~provide notice of its intended action; (the “Notice of Rulemaking”) ~~setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific.~~ The notice shall include a the following:
- (i) A short, plain explanation of the purpose and effect of the proposed rule;

- (ii) The proposed rule number;
- (iii) A summary of the proposed rule or amendment;
- (v) The grant of rulemaking authority for the proposed rule;
- (vi) The law being implemented or interpreted;
- (vii) The name, e-mail address, and telephone number of the agency employee who may be contacted regarding the intended action;
- (viii) A concise summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, ~~and a that~~ describes the regulatory impact of the rule in readable language;
- (ix) The District's website where the statement of estimated regulatory costs can be viewed, in its entirety, if one has been prepared;
- (x) A statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. ~~The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a~~;
- (xi) A statement as to whether, based on the SERC or other information expressly relied upon and described by the District if no statement of regulatory costs is required, the proposed rule is expected to require legislative ratification pursuant to Section 120.541(3) of the Florida Statutes;
- (x) The date, time, and location of the public hearing on the proposed rule;
- (xi) The name, address, and telephone number of the District contact person who can provide information about the public hearing; and
- (xii) A reference to both the date on which and the place where the Notice of Rule Development required by ~~section (2)~~Section 4 of this Rule appeared, except when the intended action is the repeal of a rule.

- (b) The ~~notice~~Notice of Rulemaking shall be published in a newspaper of general circulation ~~in within~~ the ~~District and each~~ county or counties in which the District is located ~~not less than~~at least seven (7) days after the Notice of Rule Development required by Section 4 of this Rule, and at least twenty-eight (28) days prior to the intended action. ~~The proposed rule shall be available for inspection and copying by the public at the time~~ If the Notice of Rulemaking is not published within one-hundred eighty (180) days of the publication of notice, the Notice of Rule Development, then the District's Board shall approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- ~~(c)~~ (c) The ~~notice~~Notice of Rulemaking shall be mailed or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days ~~prior to such mailing~~before publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice ~~by mail of District~~of the District's rulemaking proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address or e-mail address, and may be required to pay the cost of copying and mailing as applicable.
- (d) As of the date of publication of the Notice of Rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the proposed rule, including all material proposed to be incorporated by reference.
- (6) Modification of Rules.
- (a) Technical Changes.
- (i) Prior to rule adoption, the District shall publish a notice of correction ("Notice of Correction") if any of the information that is required to be included in the Notice of Rulemaking, including technical changes that correct citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, is omitted or is incorrect. A Notice of Correction cannot be used to make substantive changes to the rule text. The Notice of Correction shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the intended action.
- (ii) After rule adoption, a technical change to a rule may be approved at any time by the District. Promptly thereafter, a Notice of Correction shall be published by the District in the manner set forth in Section 6(a)(i) of this Rule.

(b) Substantive Changes.

(i) Prior to rule adoption, the District shall publish a notice of change (“Notice of Change”) if there is any substantive change, other than a technical change that corrects citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, to a proposed rule, including any material incorporated by reference, or to a SERC. The Notice of Change must address a summary of the change and shall be published in a newspaper of general circulation within the county or counties in which the District is located at least twenty-one (21) days prior to the intended action. The Notice of Change shall also be sent to those persons set forth in Section 5(C) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings. Any substantive change must be either be:

1. Supported by the record of the public hearing held on the proposed rule;
2. In response to written materials submitted to the District; or
3. In response to an objection with the proposed rule by the District Board.

(ii) After rule adoption, a substantive change to a rule shall be effectuated by initiating rulemaking as set forth in this Rule.

(7) Withdrawal of Proposed Rules.

(a) Prior to the adoption of a rule, the District may elect to withdraw the proposed rule in whole or in part. After a rule has become effective, the District may only amend or repeal the rule through initiating the rulemaking procedures set forth in this Rule.

(b) Prior to the adoption of a rule, the District shall withdraw the proposed rule if the District has either failed to adopt such rule within one-hundred eighty (180) days of the publication of the Notice of Rule Development required by Section 4 of this Rule or to approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.

(c) In the event of a withdrawal of a proposed rule, the District shall publish a notice (“Notice of Rule Withdrawal”) in a newspaper of general circulation within the county or counties in which the District is located,

and shall provide notice to those persons set forth in Section 5(c) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings.

- (d) Within fifteen (15) days after the end of each calendar quarter, the District shall compile and post on its website a list of each failure to publish a Notice of Rulemaking within the timeframe prescribed by Section 5(b) of this Rule, which list shall include the information set forth in Section 120.54(3)(d)(7) of the Florida Statutes. The District is only required to provide such posting in any calendar quarter(s) in which there is an actual failure to timely publish a Notice of Rulemaking, if any.

(48) Rule Development Workshops.

- (a) Whenever requested in writing by any affected person, the District must ~~either~~ conduct a rule development workshop prior to proposing rules for adoption ~~or for the purposes of rule development or information gathering for the preparation of the SERC, unless~~ the Chairperson ~~must explain~~ explains in writing why a workshop is unnecessary. The District may initiate a rule development workshop, but is not required to do so.
- (b) If a workshop is held, the District must ensure that the person(s) responsible for preparing the rule and the SERC, if applicable, are available to explain the District's proposed rule and to respond to questions or comments regarding the rule being developed.
- (c) The notice of any workshop shall be published in a newspaper of general circulation within the county or counties in which the District is located at least fourteen (14) days prior to the workshop setting forth the following:
 - (i) The place, date, and time of the workshop;
 - (ii) The subject area that will be addressed; and
 - (iii) The District Manager's contact information.

(9) Petitions to Initiate Rulemaking.

- (5a) ~~Petitions to Initiate Rulemaking~~—All Petitions to Initiate Rulemaking ~~proceedings~~ Proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. ~~Not later than sixty (60) calendar~~ District staff shall forward a copy of the petition to the District's Board within seven (7) days of its receipt.

(b) If the petition is directed to an adopted rule, within thirty (30) days following the date of filing a petition, the ~~Board~~District shall either i) initiate rulemaking proceedings~~or, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.~~

(c) If the petition is directed to an ~~existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and~~unadopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking, or ii) set a public hearing to consider whether the public interest is served adequately by the application of the ~~policy~~proposed rule on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.

~~(6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:~~

(i) If the District elects to hold a public hearing, notice of the public hearing (“**Notice of Rulemaking Petition Public Hearing**”) shall be published in a newspaper of general circulation within the county or counties in which the District is located. The public hearing shall be held by the District within thirty (30) days after publication of the Notice of Rulemaking Petition Public Hearing.

~~(a) The text of the proposed rule, or any amendment or repeal of any existing rules;~~

(ii) Not later than thirty (30) days following the date of the public hearing held pursuant to Section 9(c)(i) of this Rule, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.

~~(b) A detailed written statement of the facts and circumstances justifying the proposed rule;~~

1. If the District decides to initiate rulemaking it shall proceed with the rulemaking process as set forth in this Rule.

~~(c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and~~

2. If the District decides to not initiate rulemaking or otherwise comply with the requested action, the District shall publish a statement of its reasons for not initiating rulemaking or otherwise complying with the requested action and of any changes it will make in the scope or application of the

unadopted rule (the “**Notice of Denial of Rulemaking Petition**”). The Notice of Denial of Rulemaking Petition shall be published in a newspaper of general circulation within the county or counties in which the District is located.

(d) Nothing in this Rule shall be construed as requiring the District to adopt, amend, or repeal a rule as initiated by petition.

(~~d~~10) ~~The published notice~~Public Hearing.

(~~7~~a) ~~Hearing.~~—The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the ~~notice described in section (3) of this Rule~~Notice of Rulemaking, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. ~~The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. When a public hearing is held, the District shall ensure that staff is available to explain the proposed rule and to respond to questions or comments regarding the proposed rule.~~ Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.

(b) The District shall publish notice of the public hearing (“**Notice of Public Hearing**”) in a newspaper of general circulation within the county or counties in which the District is located, either in the text of the Notice of Rulemaking or in a separate publication at least seven (7) days before the scheduled public hearing. The Notice of Public Hearing shall include the following information:

(i) The date, time, and location of the public hearing; and

(ii) The name, address, and telephone number of the District contact person who can provide information about the public hearing.

(11) Emergency Rule Adoption.

(~~8~~a) ~~Emergency Rule Adoption.~~—The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. ~~Prior to the adoption of an emergency~~

~~rule, or if the Legislature authorizes the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of to adopt emergency rules shall be published as soon as possible in a newspaper of general circulation in the District.~~ The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District ~~and otherwise complies with these provisions.~~

(b) At the time or prior to the adoption of an emergency rule, the District shall post on its website a notice regarding its adoption of the emergency rule (the “Notice of Emergency Rule”) which includes the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and its reasons for concluding that procedure used is fair under the circumstances. The Notice of Emergency Rule shall thereafter be promptly published in a newspaper of general circulation within the county or counties in which the District is located, and shall include the following information:

(i) The full text of the rule(s); and

(ii) The District’s findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.

(c) An emergency rule shall be effective immediately upon adoption by the District, or on a date less than twenty (20) days thereafter if specified in the emergency rule if the District finds that a later effective date is necessary because of immediate danger to the public health, safety, or welfare. An emergency rule may not be effective for a period of more than ninety (90) days after adoption and may not be renewable, unless the District has initiated rulemaking to adopt rules addressing the subject of the emergency rule and either i) a challenge to the proposed rules has been filed and remains pending or ii) the proposed rules are awaiting ratification by the Legislature, if applicable. Nothing in this paragraph prohibits the District from adopting a rule identical to the emergency rule through the non-emergency rulemaking procedures set forth in this Rule.

(i) If an emergency rule is being renewed in accordance with Section 11(d) of this Rule, notice of the renewal of the emergency rule (the “Notice of Renewal of Emergency Rule”) shall be published before the expiration of the existing emergency rule. The Notice of Renewal of Emergency Rule shall be published in a newspaper of general circulation within the county or counties in which the District is located and shall include the specific facts and reasons for such renewal.

- (ii) For emergency rules with an effective period of longer than ninety (90) days which are intended to replace an existing rule, the Rulemaking Record for the existing rule, as required by Section 13 of this Rule, shall specifically identify the emergency rule that is intended to supersede the existing rule as well as the date that the emergency rule was adopted by the District.
- (d) The District may supersede an emergency rule in effect through the adoption of another emergency rule before the superseded rule expires. The District shall post on its website and publish a Notice of Emergency Rule, in accordance with Section 11(b) of this Rule, identifying the reason for adopting the superseding rule. The superseding rule shall not be in effect longer than the duration of the effective period of the superseded rule.
- (e) The District may make technical changes to an emergency rule within the first seven (7) days after the rule is adopted, and such changes shall be published in a Notice of Correction as set forth in Section 6(a) of this Rule.
- (f) The District may repeal an emergency rule before it expires by publishing a notice (“**Notice of Repeal of Emergency Rule**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Repeal of Emergency Rule shall include the following information:
 - (i) The full text of the emergency rule and a summary thereof;
 - (ii) The rule number; and
 - (iii) A short and plain explanation as to why the conditions specified in the Notice of Emergency Rule no longer require the emergency rule.
- (912) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation ~~in~~ within the county or counties in which the District is located.
- (4013) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. ~~The record~~ (“**Rulemaking Record**”) which shall be on file with the District at least twenty-one (21) days prior to the proposed adoption date of the rule. The Rulemaking Record shall include, if applicable:
 - (a) ~~The texts~~ A copy of the ~~proposed rule and the adopted~~ rule;
 - (b) ~~All notices given for a proposed~~ Any material incorporated by reference in the rule;

- (c) ~~Any~~A detailed written statement of ~~estimated regulatory costs for the~~facts and circumstances justifying the proposed rule;
- (d) Any SERC for the rule, if required by Section 120.54(3)(b)1. of the Florida Statutes or otherwise prepared, and any information created or used by the District in determining whether a SERC is required;
- (~~d~~e) A ~~written summary of hearings, if any, on~~statement of the extent to which the proposed rule relates to federal standards on rules on the same subject;
- (e) ~~All written comments received by the District and responses to those written comments; and~~
- (f) The Notice of Rule Development, Notice of Rulemaking, and notice(s) of any workshops held pursuant to Section 8 of this Rule; and
- (~~f~~g) ~~All notices and findings pertaining to~~If an emergency rule is intended to supersede an existing rule, the emergency rule number and the date that the emergency rule was adopted by the District.

(~~11~~14) Petitions to Challenge ~~Existing~~ Rules.

- (a) Any person substantially affected by a proposed or existing rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (i) A petition alleging the invalidity of a proposed rule shall be filed within twenty-one (21) days after the date of publication of Notice of Rulemaking, within ten (10) days after the final public hearing is held on the proposed rule; within twenty (20) days after the SERC or revised SERC has been prepared and made available as provided in Section 120.541(1)(d) of the Florida Statutes, if applicable; or within twenty (20) days after the date of publication of the Notice of Rule Withdrawal required by Section 7(c) of this Rule.
 - (ii) A petition alleging the invalidity of an existing rule may be filed at any time during which the rule is in effect.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a proposed or existing rule is substantially affected by it. A person who is not substantially affected by the proposed rule as initially noticed, but who is substantially affected by the rule as a result of a change, may challenge any provision of the resulting proposed rule.

- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, or seven (7) days if the challenge relates to an emergency rule, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, or fourteen (14) days if the challenge relates to an emergency rule, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) ~~Within 30 days after~~At the hearing, the ~~hearing officer shall render a decision and state the reasons therefor in writing.~~ petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (e) Hearings held under this section shall be de novo in nature. ~~The~~ For proposed rules, the petitioner has the burden to prove by a preponderance of the evidence that it would be substantially affected by the proposed rule, and the District has the burden to prove by a preponderance of the evidence that the proposed rule is not an invalid exercise of delegated legislative authority as to the objections raised. For existing rules, the petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. ~~The~~ During the hearing, the hearing officer may:
- (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) ~~The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.~~

(f) Within thirty (30) days after the hearing, or fourteen (14) days of the challenge relate to an emergency rule, the hearing officer shall render a decision and state the reasons therefor in writing. The hearing officer's order shall be considered final agency action. The hearing officer may declare all or part of a proposed or existing rule invalid. For a proposed rule, the proposed rule or provision thereof declared invalid shall not be adopted unless the decision of the hearing officer is reversed on appeal. In the event part of a proposed rule is declared invalid, the District may, in its sole discretion, withdraw the proposed rule in its entirety. For an existing rule, the rule or part thereof declared invalid shall become void when the time for filing an appeal expires. In the event that a proposed or existing rule has been declared invalid in whole or part, the District shall promptly publish notice of such occurrence published in a newspaper of general circulation within the county or counties in which the District is located.

~~(1215)~~ Variances and Waivers. A “**variance**” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “**waiver**” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:

- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “**substantial hardship**” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “**principles of fairness**” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
- (b) A person who is subject to regulation by a District ~~Rule~~rule may file a petition with the District, requesting a variance or waiver from the District’s ~~Rule~~rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.

- (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by ~~Rule~~rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the ~~petitioner's~~petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the ~~District's~~District's action. The District shall maintain a record of the type and disposition of each petition filed.
- (~~13~~17) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. ~~Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.~~

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 120.54, 120.542, 120.5435, 120.56, 120.81(2), 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) **“Competitive Solicitation”** means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) **“Continuing Contract”** means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) **“Contractual Service”** means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) **“Design-Build Contract”** means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) **“Design-Build Firm”** means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) **“Design Criteria Package”** means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) **“Design Criteria Professional”** means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) **“Emergency Purchase”** means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) **“Invitation to Bid”** is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) **“Invitation to Negotiate”** means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) **“Negotiate”** means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) **“Professional Services”** means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the ~~firm's~~ firm’s or individual’s professional employment or practice.
- (m) **“Proposal (or Reply or Response) Most Advantageous to the District”** means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) **“Purchase”** means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) **“Request for Proposals”** or **“RFP”** is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) **“Responsive and Responsible Bidder”** means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. **“Responsive and Responsible Vendor”** means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
 - (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) **“Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response”** all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants¹ Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “**Project**” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation ~~in~~within the county or counties in which the District is located and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has

the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each ~~consultant's~~ consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all ~~consultants~~ by proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

- (6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. “Auditing Services” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

~~(1)~~ Definitions.

- ~~(a)~~ ~~“Auditing Services” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.~~
- ~~(b)~~ ~~“Committee” means the auditor selection committee appointed by the Board as described in section (2) of this Rule.~~

~~(2)~~ (1) Establishment of Auditor Selection Committee. Prior to a public announcement under section ~~(43)~~ of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee (“**Committee**”), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

~~(3)~~ (2) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section ~~(43)~~ of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- ~~(a)~~ Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

- (i) Hold all required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) Evaluation Criteria. The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

~~(4)~~ (3) Public Announcement. After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section ~~(32)~~ of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation ~~in the District and~~ within the county or counties in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.

~~(5)~~ (4) Request for Proposals. The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines

is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals—, which may be submitted either electronically or via hard copy as determined by the District and provided for in the RFP. For the avoidance of doubt, the Proposals shall not be required to be publicly opened at the date, time, and place provided for in the RFP relative to the submission of Proposals.

- ~~(6)~~ (5) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection ~~(32)~~(3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.

~~(7)~~ (6) Board Selection of Auditor.

- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.

- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

~~(8)~~ (7) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:

- (a) A provision specifying the services to be provided and fees or other compensation for such services;
- (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
- (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
- (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
- (e) Provisions required by law that require the auditor to comply with public records laws.

~~(9)~~ (8) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile,~~ or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the RFP. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute

a waiver of proceedings under those Rules,["] or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - ~~(a)~~ (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - ~~(b)~~ (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall allow at least fourteen (14) days for submittal of bids.
 - ~~(c)~~ (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - ~~(d)~~ (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - ~~(e)~~ (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - ~~(f)~~ (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - ~~(g)~~ (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee

premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- ~~(h)~~ (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all ~~bidders by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, ~~by~~ hand delivery, or ~~by~~ overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - ~~(a)~~ (a) The Board shall cause to be prepared a Request for Qualifications.
 - ~~(b)~~ (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - ~~(c)~~ (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the ~~District and within the~~ county or counties in which the ~~District~~project is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - ~~(d)~~ (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - ~~(e)~~ (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (~~j~~k) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all ~~vendors by~~proposers by e-mail (with a delivery and read receipt), United States Mail, ~~electronic mail~~, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(2) ~~(3)~~ Suspension, Revocation, or Denial of Qualification

- ~~(a)~~(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
- ~~i.~~ (i) One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - ~~ii.~~ (ii) Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - ~~iii.~~ (iii) The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - ~~iv.~~ (iv) The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - ~~v.~~ (v) The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the

subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

- ~~vi.~~ (vi) The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
 - ~~vii.~~ (vii) The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.
 - ~~viii.~~ (viii) The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
 - ~~ix.~~ (ix) The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
 - ~~x.~~ (x) The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
 - ~~xi.~~ (xi) An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
 - ~~xii.~~ (xii) The vendor or affiliate(s) has been convicted of a contract crime.
- ~~1.~~ 1. The term “**contract crime**” means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - ~~2.~~ 2. The term “**convicted**” or “**conviction**” means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of

record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

- ~~(b)~~ (b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- ~~(e)~~ (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.
- ~~(d)~~ (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- ~~(e)~~ (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- ~~i.~~ (i) Impacts on project schedule, cost, or quality of work;
- ~~ii.~~ (ii) Unsafe conditions allowed to exist;
- ~~iii.~~ (iii) Complaints from the public;
- ~~iv.~~ (iv) Delay or interference with the bidding process;
- ~~v.~~ (v) The potential for repetition;
- ~~vi.~~ (vi) Integrity of the public contracting process;
- ~~vii.~~ (vii) Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation ~~in the District and in~~ within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile~~, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, or ~~faesimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or

Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (k) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board

with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all ~~contractors~~ by proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- ~~(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.~~
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:

- (a) The project is undertaken as repair or maintenance of an existing public facility;
- (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
- (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or
- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation ~~in~~within the county in which the ~~District~~project is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~email, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all ~~consultants by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website

at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Design Criteria Package. The notice shall include the following statement: ~~"~~"Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,~~"~~" or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board ~~should~~shall require that the contractor, before commencing the work, execute and record a payment and performance bond, or other acceptable surety, in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “**goods, supplies, and materials**” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - ~~(a)~~ (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - ~~(b)~~ (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - ~~(c)~~ (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - ~~(d)~~ (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all ~~vendors by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which

may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the ~~District and within the~~ county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all ~~vendors by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile,~~ or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

[Link-to-previous setting changed from off in original to on in modified.]

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.

Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award or after posting on the District's website if so provided for in the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be

awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount and form of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by ~~electronic mail~~e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via ~~facsimile~~e-mail (with a delivery and read receipt), United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;

- (c) Regulate the course of the hearing, including any pre-hearing matters;
- (d) Enter orders; and
- (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- ~~(5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.~~
- ~~(65)~~ Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (6) Judicial Review. A party who is adversely affected by final District action is entitled to judicial review. Judicial review shall be sought in the county where the District is located. All proceedings shall be instituted by filing a notice of appeal or petition for review in accordance with the Florida Rules of Appellate Procedure within thirty (30) calendar days after the rendition of the decision being appealed. The filing of an appeal does not itself stay enforcement of the final District decision. Judicial review of any District action shall be confined to the record transmitted. The record for judicial review shall be compiled in accordance with the Florida Rules of Appellate Procedure. Failure to file a notice of appeal or petition for review within the time prescribed herein shall constitute a waiver of judicial review proceedings.
- (7) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- ~~(78)~~ Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

[Link-to-previous setting changed from off in original to on in modified.]

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ [120.69\(2\)\(a\)](#), 190.033, Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

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Rule 4.0 Effective Date.

These Rules shall be effective ~~November 7, 2019~~, 2026, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

Summary report: Litera Compare for Word 11.12.0.83 Document comparison done on 5/29/2026 7:07:53 AM	
Style name: Default Style	
Intelligent Table Comparison: Active	
Original DMS: nd://4857-5407-0787/1/581960 - Amended & Restated Rules of Procedure (2019) - LLRCDD - v1!.doc	
Modified DMS: nd://4900-6520-9520/1/Revised Rules of Procedure (2026) - LLRCDD.docx	
Changes:	
<u>Add</u>	378
Delete	264
Move From	0
<u>Move To</u>	0
<u>Table Insert</u>	0
Table Delete	0
<u>Table moves to</u>	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	642

EXHIBIT 13

[RETURN TO AGENDA](#)

RESOLUTION 2026-15

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LONG
LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT ADOPTING
RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Long Lake Ranch Community Development District ("**District**") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

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

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure replace all prior versions of the Rules of Procedure, and shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 3rd day of September 2026.

ATTEST:

**LONG LAKE RANCH COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A:
RULES OF PROCEDURE

EXHIBIT 14

[RETURN TO AGENDA](#)

	A	B	C	D	E	F
1	SEQ	DATE ASSIGNED	DELIVERABLE	ASSIGNED TO	DATE	0
2	1	06.16.2026	Tow contract	Amenity Manager	07.02.2026	Need to obtain new tow vendor based on incorrect towing of vehicles on 06.16. will present in the July agenda. 06-24 Update: Bill : 813 Tow Contract is on the agenda for consideration. ade several calls to Americas finest Carrier and there mailbox was full on all attempts. 07.02.2026 Board voted to terminate current tow company and contract with 813. Prior tow company received the letter of termination. Contract isbering reviewed for 813 Towing. Sent 3 emails to 813 Towing . They contacted me on 07.30 and we are advancig to execution . After multiple communications to 813, contract was executed by 813 on 08.25 and Chair executed on 08.26. Communication was sent to 813 on 08.26 to confirm that all Stautorily required signage is in place in order to begin towing
3	2	03.05.2026	Foxtail Drainage	Amenity Manager	ON HOLD	Steve and I are repairing drainage at Foxtail. The drain strip has serious high spots at the joints, creating real "toe getters." I am attaching corrugated pipe to the ends of the drains, and tunneling it through the mulch levy. Amenity will replace the drain channel in house. It is not lying flush with the deck They installed a pop up drain on the north side of the drain channel and it is working well. They will work on this on the south side. 05-28 Update: This will have to be done when the clubhouse pool opens and traffic slows at Foxtail. 06-24 Update: Bill: We haven't had much rain, but the Foxtail pool deck has been much easier to keep clean since I extended the drain past the fence. We will not change that drain until the main pool is operational. I don't want to have any unnecessary problems that can be avoided. It is not causing any issues currently. The drain will be replaced when the main pool opens. The drain modifications already made are currently working properly 07.30.2026
4	3	03.05.2026	Painting	Amenity Manager	04.05.2026	Chairwoman Clawson requested that painting the mail pieces in Primrose and Foxtail, if they need it, and painting the parking lot lines be added to the task list. 4.2.26 Update: Get a proposal or have staff do it . 05-28 Update: Bill: Obtaining quotes 06-24 Update: Bill: - I still need to follow up on that. The painter who painted the pedestrian bridge died last month. He was the guaranteed low bidder. I will gather quotes before the August meeting. Part time amenity maintenance has been out on leave. Paintng will resume after his return 07.30. Waiting on heat advisory conditions to lower
5	4	03.05.2026	Pressure Washing	Amenity Manager	04.05.2026	We just received a new pressure washer line jet attachment from Amazon. I will jet any drains I can find around the main pool because I beleive that the deck drainage is causing the deluge of stormwater that cascades down the handicap ramp, resulting in the washout under the sidewalk between the ramp and the fishing dock. The engineer is aware of this. Prioritizing this over the sidewalk drain would be justified due to the cracking we are experiencing at the top, middle, and bottom of the ramp/stair area. 05-28 Bill: I have not used the pressure washer yet. I did pre-start checks and found gasoline in the oil tank. Joe and I agreed that it needed to go to the shop. The pressure washer motor has been fixed. The pump on the motor looks to be brand new. I pulled the pump off the motor and found it installed incorrectly. It should be up and running tomorrow if the pump works correctly. 06-24 Update: Bill: The pressure washer came back from the shop, and I have been getting things washed. One area at a time. I have
6	5	1.5.26	Basketball court resurface	Amenity Manager	2.5.26	Get some asphalt proposals to have this done and then have it painted and striped afterwards. Need to get with Red Tree to see if root barriers can be installed before the court resurface Proposals included on the agenda with options. 03/25/2026 Bill sent new basketball resurfacing quotes. The tagged trees are still there. 4.2.26 Update: Need to get update proposal Proposal for court resurface and fence will be presented at the May meeting 05-28 Update: Clarification questions have been sent out. Waiting on Lawson courts confirm attendance at meeting. Putting together full package for Board consideration at July meeting. Need to advise if the fence can support the mag lock as well as needing clarification as to what level really means . Also need to know if the dead roots f rom the removed trees will impact the courts going forward . Need to check the scope for the fence and make sure that we have gauge and warranty Need electrical costs. 06-24 Update: Bill: Lawson courts has been contacted by email, by phone by both amentiy and district manager and no call back. Proposals will be brought back to the September agenda - the end of the current fiscal year
7	6	2.5.26	Police report for median tree	Amenity Manager	3.5.26	Bill to check if we can get since we are a government entity. Bill still does not have theinformation to file for a request . Bill called and we were unable to obtain the report. We will continue to attempt to retrieve report

	A	B	C	D	E	F
1	SEQ	DATE ASSIGNED	DELIVERABLE	ASSIGNED TO	DATE	0
						Signs needed; no trespassing, damage signs, no motorized vehicles, no fishing signs. Board requested an updated list of no keep, keep and new additions. Bill is working in 02.19- Bill is compiling list . 05-28 update: We gave the list of signs to the supervisors. That was the list for supervisors to select which signs they wanted. I will compile the list again for the meeting. Nded signage for catch and release and do not stand on grates. Amenity Manager to provide proposals one quadrant at a time 06-24 Update: Bill: One of the two estimates is in. I will forward them when I receive the other. The signage proposal with Architectural Signs was approved and the amenity team is advancing. Final Signage mock up will be presented in the August agenda
8	7	05.07.2026	Signs	Amenity Manager	3.5.26	
						Sealcoat proposal with Gulf Coast Sealcoat . Project should be started by August 10th Project was delayed by contractor and we are awaiting a new deliverable date from contractor
9	8	07.02.2026	Sealcoat of parking	Amenity Manager	07.23.2026	
10	9	03.15.2025	Insurance & Car Hit on Sunlake	Amenity Manager	12.04.2025	A copy of the report was made as a public records request to the Sheriff Department. The reference number is R022971-102125. Still outstanding. 4.2.26 Update: need to get law enforcement update from Bill.
11	10	08.06.2026	Monument Track Lights	Amenity Manager	09.03.2026	Will was contacted several times. He responded on 08.24 and was on site. Bill replaced GFI. However, Foxtail is now out and Bill has contacted Will again as he believes that it is an issued with Will control box
12	11	08.06.2026	Fence Panels on Peppergrass on North Bound Side	Amenity Manager	09.03.2026	
				Amenity Manager/District Manager		
13	12	12.4.2025	Peter Chow/ Candyman deposits	Manager	Ongoing	Check with them on making deposits. 06-24 Update: Bill: I usually get the check from Chow the Monday before the meeting, and I will mention it to Cedric when I see him. Ongoing
14	13	08.06.2026	Breakers that would not reset	Blue Water	09.06.2026	Need proposal for fountain 2 and 3 for the light breakers that would not reset. Blue Water tech to be on site on 08.27 and will hopefully have proposal for meeting
						Resurface the main pool . Cooper pools assigned the NOC to Haven . After multiple communications Haven Field filed the NOC after 3.5 hours working with the County. Haven then found out that the County permit Cooper filed with the County potentially had some errors and forwarded this information to Cooper on 07.30. District still does not have a deliverable date. Demolition
15	14	06.04.2026	Pool Sealing	Cooper Pools	09.01.2026	began on the 24th and project is being overseen by GB Collins
16	15	01.05.2026	Approval Listing	District Manager	Ongoing	Presentation of Approval Listing FY 2026
						Counsel sent agreement and it was sent to the property owner on 06.18.2026 for access thru District property to build a pool . Agreement was received and has been finalized. Additionally costs related to Counsel involvement has been sent to Chow in the amount of \$155.55 and has been accounted for as a receivable
						Sent 3 emails and called Gregory Seel at 352-459-9676. He will be sending "estimates" but advises project is about 6 - 9 months out. Followed up via email for an estimates timeline deliverable - no response. Estimates will be on the agenda for March. Sent email in regards to the amounts that may be charged on 02/26/26 . Awaiting timeline from Duke. 4.2.26 Update:
18	17	2.5.26	Street Light conversion	District Manager	04.05.2026	Checked with Duke on status and project is about 6 months out
19	18	806.2026	Fish Stocking	GHS	09.06.2026	08.27.2026 Fish stocking was being held due to the low water level in the littoral shelves, GHS will begin working with fish stocking agent as the water levels have come up
20	19	1.5.26	Passwords	Kutak	2.5.26	Send email to Anchor Stone regarding the passwords, Sara checking on this . Team needs to get with IT individual to respond to questions. Should have in place on 06.22.2026. A demand letter has been sent to Anchor Stone
						Olson offering to set the dates and times in front of Mr. York and upload those where the Board will have access to them when the new meter is installed; 08.27.2026 Access has yet to be granted
21	20	03.05.2026	Water meter	Red Tree Landscape	04.05.2026	
						John Burkett scheduled to meet with representative from the Board about the Firebush placement, who did not attend and meet with John. Scheduled for completion 4.2.26 update: not installed at this time on Sunlake, wait till the rains come. Red tree confirmed at the June meeting that all plants would be installed by July meeting . Final proposal was approved and work should be completed shortly
22	21	1.5.26	Fire Bush install	Red Tree Landscape	07.02.2026	
						Red Tree Pete Lucadano has advised that edging and weeding should happen on each visit
23	22	08.06.2026	Edging and weeding to be performed on each visit	Red Tree Landscape	09.06.2026	
						Firebush install has been completed, median enhancement install has been completed, .need new annuals type will be orange and yellow marigolds with a splash of purple salvia, .hurricane preparedness was not mentioned in their report
24	23	08.06.2026	August meeting updates	Red Tree Landscape	09.06.2026	
						The trees on the median need to be lifted. In progress with each property visit, soon to be completed 4.2.26 Update: This needs to be addressed. Included in the field report
25	24	2.5.26	Trees on Sunlake Median	Red Tree Landscape	04.02.2026	
						Evaluate for plant material that was hurt by the freeze.
26	25	4.2.26	Plant Material Assessment	Red Tree Landscape	June	
27	26	4.2.26	New clock	Red Tree Landscape	5.7.26	New clock should be in . Clock is in and running , need to determine access from the District
28	27	07.02.2026	Access Issues	Stantec	08.02.2026	Greg to work with Red Tree as to outstanding access issues
29	28	08.06.2026	Gate at the bottom of the Ramp	Stantec	09.06.2026	Project should be completed by next week

	A	B	C	D	E	F
1	SEQ	DATE ASSIGNED	DELIVERABLE	ASSIGNED TO	DATE	0
						Burkett and I talked about the mulch depth. Redtree's conclusion is that the original contractor overfilled the finger boxes when planting the trees, which resulted in quick mulch accumulation. Redtree does not remove mulch material unless contracted to do so. Redree was asked for an estimate to lower the mulch/soil height from the parking lot fingers. I have sent pics of the accumulated mulch in the hedge rows. They have accumulation as well. 05-28 Update: Bill - I will follow up with Burkett. We asked for that proposal. 06-24 Update: Bill: - I sent Burckett a text requesting an estimate for removing the excess mulch and soil in the main parking lot finger islands. I will follow up with him on 06.25 f I haven't heard back. 07.12.2026 - still need mulch removal dronosal . Mulch dronosal was not approved
30	29	03.05.2026	Mulch Depth	ZCOMPLETED	COMPLETED	
31	30	06.07.2026	Email to residents	ZCOMPLETED	COMPLETED	Send email to residents regarding the bond closing and explaining who is affected. Get final review with Supervisor Smith. The verbiage was included in the assessment letter
32	31	3.5.26	Main Pool Repair	ZCOMPLETED	COMPLETED	Proposal from Pool Doctors was rejected. Contract for Cooper was advaced by Counsel . Changes made as to terms.for deposit and send to Chair 06.18.2026. Counsel has sent letter to Pool Doctor . Chairwoman is designated as the liasion with Kutak on the matter. Update and discussion slated for the August agenda This is now a Cooper Pools project
33	32	1.5.26	French Drain Proposal	ZCOMPLETED	COMPLETED	4.2.26 update: Greg is meeting with Advanced Drainage Solutions and will have a proposal for next meeting. 6-22-26 Update Met with ADS onsite and reviewed the project area. Waiting on proposal to install french drain on east side of existing sidewalk. Should have proposals prior to meeting. Proposal with ADS was approved and work should begin the weet of 07.02.2026
34	33	5.7.26	Pavilion lights	ZCOMPLETED	COMPLETED	are they on a timer, why are the on in the middle of the day. 05.29 update: The pavilion lights have never been on a timer. I will install a timer. 06-24 Update: Bill: They are working, but I haven't installed the timer. The timer should be installed by meeting date. Project has been completed
35	34	07.02.2026	Parking spots in Foxtail	ZCOMPLETED	COMPLETED	Count the spots and return report to the Board that the spots in the report coorelate to the amenity policy . Spots were counted and the total correlates to the Policy 68 total spaces: 27 visitor (red), 22 regular, 11 amenity(green) , and 8 handicap
						Check on permits again with DOH, sent 'Strahan, Susan L' <Susan.Strahan@flhealth.gov> an email requesting invoices 06.25.2026. Permits have been paid for !
36	35	5.7.26	Permits with DOH	ZCOMPLETED	COMPLETED	
37	36	07.02.2026	Foxtail Pool Delamination Patch	ZCOMPLETED	COMPLETED	Pool patch of Foxtail and pool will be closed. Pool was closed for one day and scheduling was 2 weeks behind. Project has been completed and future additional analysis will be performed to determine if this pool requires additional surface work
38	37	02.05.2026	Stantec	ZCOMPLETED	COMPLETED	Agreement from Kutak sent. Sent Strantec revisions to Kutak on 02.23 Interim agreement executed . Awaiting final still 06.21.2026 6.22.26 Update District Counsel has discussed terms with Stantec Counseland terms will be presented at the July Meeting. Presented and approved
39	38	03.05.2026	Erosion	ZCOMPLETED	COMPLETED	03.26.2026 Greg is working on getting the construction plans so we can draft up a solution on the additional areas. They will have those for the May meeting. 4.2.26 Update: Greg will investigate and bring back next month, Advanced Drainage will begin work week of June 8 . 6-22-2026 Update Repairs complete.
40	39	06.04.2026	18920 Beautyberry	ZCOMPLETED	COMPLETED	Greg will present update at the July meeting. 6.22.26 Update Waiting on proposal to locate drainage inlet and determine if additional repair or cleaning of the piping system is required. Should have proposal prior to meeting date. It was determined this was an HOA issue
41	40	02.05.2026	Fence Survey	ZCOMPLETED	COMPLETED	Survey Proposal approved. Surveyor encounted issues at the site with the resident. It was determined the scope provided from DE was in error . New proposal for site has been advanced. Chair has requested followup form DC on 02.23.2026. New proposal in the agenda for \$950 . Proposal executed and survey should be completed within 3 weeks. 4.2.26 Update: Bill to bring updated proposal next month. Survey found that there were 2 residents whose fence encroached on District property , Results were presented at the May meeting. Residents have removed the encroaching fence panels
42	41	4.2.26	Pool Attendants	ZCOMPLETED	COMPLETED	Prior year Noah was brought back
43	42	5.7.26	Serenoa stump removal	ZCOMPLETED	COMPLETED	Stump still hasn't been removed, Redtree to give us monitoring access. We will need to manually open. Stump has not been removed. Stump hasn oe been removed
44	43	5.7.26	Serenoa Towing sign	ZCOMPLETED	COMPLETED	Remove this sign asap, signs need to be uniform and consistent. Need to get a report on the towing. 05.29 Serenoa sign has been removed
45	44	5.7.26	Holiday lights	ZCOMPLETED	COMPLETED	Change to red and blue. 05.29 Update String lighting has been switch to red, white. and blue chasing.

EXHIBIT 15

[RETURN TO AGENDA](#)



P.O. Box 6
Bradenton, FL 34206

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Phone: (941) 748-3399
Fax: (941) 748-3393
info@lawsoncourts.com

BUDGETARY PROPOSAL

Job Name: Long Lake Ranch	Today's Date: July 1, 2026
Job Address: 19037 Long Lake Ranch Blvd. Lutz, FL,	Email Address: manger@llrcddamenity.com
Proposal Submitted to: Bill York	Phone Number: 727-484-8357

We hereby submit specifications and a Budgetary Estimate to: ***Complete Renovation of (2) Basketball Courts***

BASE AND ASPHALT:

1. Remove old asphalt and a haul of site.
2. Removal of all roots underneath the courts.
3. Install base as needed.
4. Add weed killing pellets to the base to sterilize the ground.
5. After base has set up to compaction we will install 1 1/4 inches of **SP-95 Asphalt** compacted.

SURFACE:

1. After the new asphalt has been cured, we will flood the court with clean water and let stand for one hour. Any areas holding water will be marked and filled with non-shrink leveling material. This will bring the low spots up to within the **USBBA tolerance guidelines**.
2. After all leveling is complete, we will install an all-new playing surface. This will consist of two coats of fortified, ***Black resurfacer***, and 2 coats acrylic latex **BLUE** and **GREEN** color. All color coats to be fortified with silica sand.
3. Install new white two-inch basketball playing lines on the courts **per standard specification**.
4. **Install new basketball goal netting.**
5. Clean site of all trash and debris.

PRICE: We propose hereby to furnish material and labor for the sum of:

Seventy-five thousand & 00/100 Dollars-----(\$75,000.00)

Progress Payments will be made at start of work and as each phase of construction is completed as follows:

PAYMENT AS FOLLOWS:

Deposit: \$37,500.00

Asphalt Installed: \$18,750.00

Completion: \$18,750.00

******We expect total payment upon completion. All late payments will be charged 1.5% per month 18% per year. ******

Authorized Initial for **Lawson Courts, Inc.:** _____

Authorized Initial for **Long Lake Ranch:** _____



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Fax: (941) 748-3393
info@lawsoncourts.com

OWNER OR OWNER'S AGENT'S RESPONSIBILITIES:

1. Provide suitable access to potable water at court site for base construction, flooding of court(s) mixing materials.
2. Owner Shall use professional service to mark all underground electrical, plumbing, irrigation etc. in the access area.
3. If owner requires initiation of contract despite inadequate access, Lawson Courts shall back charge a minimum of \$150.00 per hour for extra work/or downtime due to the above. Back charge is subject to change.
4. Any alteration or deviation from above specifications involving extra costs will be executed on upon written orders and will become an extra charge over and above estimate.
5. Provide 2 designated contact people to be in communication with Lawson Courts and Gate Access if Applicable.

Name and Phone Number:

Name and Phone Number:

CONDITION OF SALE

- The Purchaser and Seller or its assigns agree to the purchase and sale of above-described property on the following conditions:
- Purchaser will pay to Seller or its assigns the Total Contract Price in accordance with the terms set forth.
- If the Purchaser shall default in the payment of any installment or violate any of the provisions of this Contract, the Seller or its assigns shall have the right to declare due the whole amount unpaid and without notice or demand, legal process, liability for trespass or damages, and without prejudice to other action, enter the premises where said property may be repossess and remove same.
- Lawson Courts will exercise care, but will not be held responsible for damage caused by normal construction operations (damage to sod, landscaping, sprinkler lines, pavement access, etc.)
- Scheduled start date and completion date is subject to change.
- That there are no agreements or warranties in connection with this transaction which are not expressly set forth in this Contract.
- Buyer hereby assigns without recourse Lawson Courts the right and interests of the material and equipment in the above Contract and in the property described therein until paid in full.
- Venue for any legal actions shall be Manatee County, FL.
- **This service comes with a one-year limited warranty against excessive fading or surface delamination; this is contingent upon proper court maintenance. Hairline cracks may appear in the future due to ground movement; this is beyond our control. There is no warranty against cracks. There is no warranty against abuse by players or excessive high winds or flooding.**

The parties agree that in the event that payment is not made as provided herein, Contractor may terminate this contract, refuse to complete any work remaining pursuant to the contract, and any alternate proposals, amendments, changes, or modifications thereto, and sue for the payment due, plus any work performed by contractor up until the date of termination, including a reasonable profit and overhead, court costs, attorney's fees (including attorney's fees incurred in arbitration and administrative proceedings and all state and federal actions and appeals), and interest at the rate of 1 ½% per month, 18% per year.

Authorized Signature for Lawson Courts, Inc.: Joel Lawson Date: July 1, 2026

****Note:** This proposal may be withdrawn by us if not accepted within 30 days. ******

ACCEPTANCE OF PROPOSAL/CONTRACT

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Print Name: Signature: Date:

EXHIBIT 16

RETURN TO AGENDA



Long Lake Ranch

Half-Basketball Court Reconstruction Proposal

Reconstruction of two half basketball courts, including removal of the existing asphalt, intrusive roots, and damaged base material; installation of new concrete perimeter curbing; base repair and recompaction; and placement of a new 1.5-inch HMA asphalt lift. The courts will receive a complete acrylic resurfacing system, with the existing gooseneck posts reinstalled and new basketball backboards provided.

Prepared By

Andrew Stephan
Court Project, LLC
(813) 454-5867
build@courtproject.com
4405 W Platt St, Tampa, FL 33609, USA

Prepared For

Patricia Thibault
Long Lake Ranch CDD
(727) 484-8357
Patricia@havenmgt.com
19037 Long Lake Ranch Blvd, Lutz, FL 33558, USA

Court Project

Proposal 017-1

Issue Date July 28, 2026

Expires August 27, 2026

DESCRIPTION

TOTAL

Base Restoration

\$36,140.00

Root Removal & Base Restoration \$5,000.00

Remove existing tree roots within the affected area, excavate as required, and backfill with additional compacted aggregate base material to restore proper subgrade support and finished elevations prior to pavement construction.

Asphalt Installation - 1.5" HMA Resurfacing \$18,900.00

Demolish and remove existing asphalt surface and any visibly damaged base material. Proof roll and evaluate subgrade conditions, including soil testing. Replace the top layer of base material as required to achieve a stable foundation. Install 1.5" hot-mix asphalt (HMA) wearing course. Includes all labor, equipment, and haul-off of debris.

Install Concrete Curb - 6"x6" \$12,240.00

Form and pour concrete curbing for court perimeter.

Court Surfacing & Striping

\$15,308.00

Surface preparation and crack repair, application of the acrylic or cushioned coating system, and precision striping of regulation game lines to deliver a consistent, true-playing, durable finish.

Acrylic Surfacing \$15,308.00

Basketball Court Surfacing

Apply 1 coat of Acrylic Resurfacer
Apply 2 coats of Acrylic Color Coatings
Apply 1 coat of Stripe-Rite
Apply 1 coat of Line Paint

Court Equipment

\$4,880.00

Furnishing and installation of sport-specific equipment, including net systems, posts, and basketball goals, set to regulation height and specification for each court type.

Basketball \$4,880.00

Install Basketball Hoop
Installation of basketball hoop and goal system.

42" x 60" Ultimate Rectangular Steel Playground and Side Court
Backboard
T5309 - supplier catalog item.

General Conditions \$3,672.00

Project management, supervision, scheduling, site coordination, mobilization, quality control, safety compliance, temporary protection, cleanup, and other general project support required for successful execution of the work.

TOTAL \$60,000.00

PAYMENT SCHEDULE

Name	Amount
Initial Deposit (50%)	\$30,000.00
Project Commencement (25%)	\$15,000.00
Final Payment (25%)	\$15,000.00

TERMS & CONDITIONS

Pricing & Payment Terms

A deposit equal to fifty percent (50%) of the total contract amount is due upon signing of this agreement. An additional twenty-five percent (25%) commencement payment is due at the start of the project, with the remaining twenty-five percent (25%) due upon substantial completion.

All invoices are due within five (5) business days of issuance. Final payment shall be due upon substantial completion, defined as the point at which the court or project area is reasonably capable of being used for its intended purpose, notwithstanding minor punch list items, cosmetic touch-ups, or non-material incomplete items that do not impair functionality.

Court Project reserves the right to suspend work, remove crews from the project, extend project schedules, and withhold warranties, closeout documents, and final deliverables in the event of delayed or nonpayment.

Past due balances shall incur a ten percent (10%) late fee plus interest at the rate of 1.5% per month (18% annually), or the maximum rate permitted by law. Client agrees to pay all costs of collection, including reasonable attorney's fees, court costs, lien costs, and collection expenses incurred by Court Project in recovering unpaid balances.

Proposal Validity

This proposal is valid for thirty (30) days from the proposal issue date unless otherwise stated in writing.

Change Orders

Any changes to the scope of work, materials, colors, dimensions, repairs, scheduling, or project specifications must be approved through a written change order and may result in additional costs and schedule adjustments.

Permits, Code Requirements & Municipal Approvals

If permitting services are included within the project scope, Court Project will prepare and submit permit applications under its contractor license. Permit fees, engineering fees, testing fees, impact fees, and municipal costs are excluded unless specifically stated otherwise.

Client acknowledges that municipalities, inspectors, engineers, HOAs, or governing authorities may require additional work, drainage improvements, engineering revisions, ADA compliance items, code upgrades, or modifications after permit submission, plan review, or inspection. Any such requirements shall be considered outside the original contract scope and shall be subject to additional charges through a written change order.

Court Project shall not be responsible for delays caused by permitting agencies, inspections, engineering review, municipal comments, or governmental approval processes.

Scheduling, Weather & Delays

Project scheduling, coating application, and curing times are dependent upon suitable weather and environmental conditions. Court Project shall not be responsible for delays, temporary surface appearance issues, curing irregularities, or scheduling impacts caused by rain, humidity, temperature fluctuations, wind, debris, supplier delays, labor shortages, material availability, or other conditions beyond its control.

Estimated project schedules are approximate and subject to adjustment due to weather conditions, site conditions, inspections, permitting, or unforeseen circumstances.

Existing Surface & Site Conditions

Pricing is based upon visible site conditions at the time of inspection. Existing concrete, asphalt, and subsurface conditions may contain concealed defects or structural deficiencies not visible prior to commencement of work.

Court Project shall not be responsible for hidden or latent site conditions including, but not limited to, unstable subgrade, hidden moisture intrusion, improper prior construction, unsuitable concrete or asphalt conditions, drainage deficiencies, buried utilities, structural movement, settlement, or subsurface failures. Discovery of such conditions may require additional work, repairs, materials, or schedule adjustments subject to a written change order.

Pricing is subject to adjustment if excessive structural cracking, substrate deterioration, or unsuitable base conditions are identified during the course of work.

Standing Water / Bird Bath Disclaimer

Court Project will make commercially reasonable efforts to reduce minor low spots and standing water conditions ("bird baths") through patching and leveling methods where included within the project scope. However, Client acknowledges that resurfacing systems cannot guarantee complete elimination of standing water conditions.

Minor ponding or residual low areas may remain due to existing substrate irregularities, settlement, drainage design, structural deficiencies, or underlying base conditions beyond Court Project's control. Any corrective work requiring extensive leveling, asphalt replacement, concrete replacement, drainage modification, or structural reconstruction is outside the original contract scope unless specifically stated in writing.

Cracking & Surface Movement

Court Project may repair, fill, or treat existing cracks as part of the project scope; however, resurfacing systems cannot permanently prevent future cracking or the reappearance of existing cracks. Cracks may return due to natural expansion and contraction, moisture conditions, settlement, ground movement, thermal cycling, or deficiencies in the underlying substrate.

Reflective cracking and future surface movement are considered normal conditions for resurfacing systems and are not covered under warranty unless expressly stated otherwise in writing.

Surface Appearance & Color Variations

Minor variations in color, texture, finish consistency, or overall surface appearance may occur due to environmental conditions, curing conditions, application methods, material batch differences, existing substrate conditions, or normal installation processes. Such variations are considered cosmetic in nature and shall not constitute defects in workmanship or materials.

Site Access & Utilities

Client shall provide safe and unobstructed access to the project site, including reasonable access to water and electrical power during the project unless otherwise stated in writing. Delays caused by restricted access, occupied work areas, unavailable utilities, or unsafe conditions may result in additional charges and schedule extensions.

Limitation of Liability

Court Project's total liability under this agreement shall not exceed the total contract value actually paid by Client. In no event shall Court Project be liable for incidental, indirect, consequential, punitive, or special damages including, but not limited to, loss of use, scheduling impacts, business interruption, water intrusion, lost profits, or property damage beyond the direct scope of the contracted work.

GUARANTEE & WARRANTY

Court Project warrants workmanship and materials directly provided and installed by its team for a period of one (1) year from the date of substantial completion. This warranty is limited solely to the repair or replacement of defective workmanship or materials at the sole discretion of Court Project.

This warranty does not cover normal wear and tear, cosmetic fading from UV exposure, minor color or texture variations, reflective cracking, future cracking, standing water caused by underlying base conditions, improper maintenance, pressure washing damage, chemical exposure, vandalism, abuse, misuse, acts of God, flooding, hurricanes, extreme weather events, ground movement, settlement, or damage caused by third-party work or materials not provided by Court Project.

Court Project does not warrant any preexisting concrete, asphalt, or subsurface foundations not constructed by its team. Failures including peeling, bubbling, delamination, adhesion loss, cracking, coating failure, moisture-related failures, or surface movement resulting from preexisting conditions or foundational defects are specifically excluded from warranty coverage. Examples of such conditions include improper prior construction, inadequate drainage, hidden moisture, deficient concrete or asphalt installation, lack of vapor barriers, prior coatings, unsuitable substrate conditions, or structural deficiencies beneath the existing surface. Any repairs required due to preexisting conditions, substrate failures, or conditions outside Court Project's control shall be treated as additional work subject to a written change order and are not covered under warranty.

Client is responsible for maintaining the surface in accordance with recommended maintenance practices, including regular cleaning, removal of debris and organic buildup, and avoidance of misuse, standing debris, or improper chemical exposure. Failure to properly maintain the surface may void applicable warranty coverage.

The above specifications, costs, and terms are hereby accepted.

PATRICIA THIBAUT

DATE

EXHIBIT 17

[RETURN TO AGENDA](#)



The New Standard in Landscape Maintenance

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www.redtreelandscapesystems.com

5532 Auld Lane, Holiday FL 34690

May 12, 2026

Basketball Court Tree Planting Proposal

For

Long Lake Ranch CDD

Attn: Patricia Thibault

Patricia@havenmgt.com

- Install 9 Winged Elms 45gal
- Install 12 Natchez Crape Myrtles 45gal
- Install 5 yards Coco Hardwood Mulch
- Includes all materials, labor, hauling and dump fees

Total: \$15,180.00

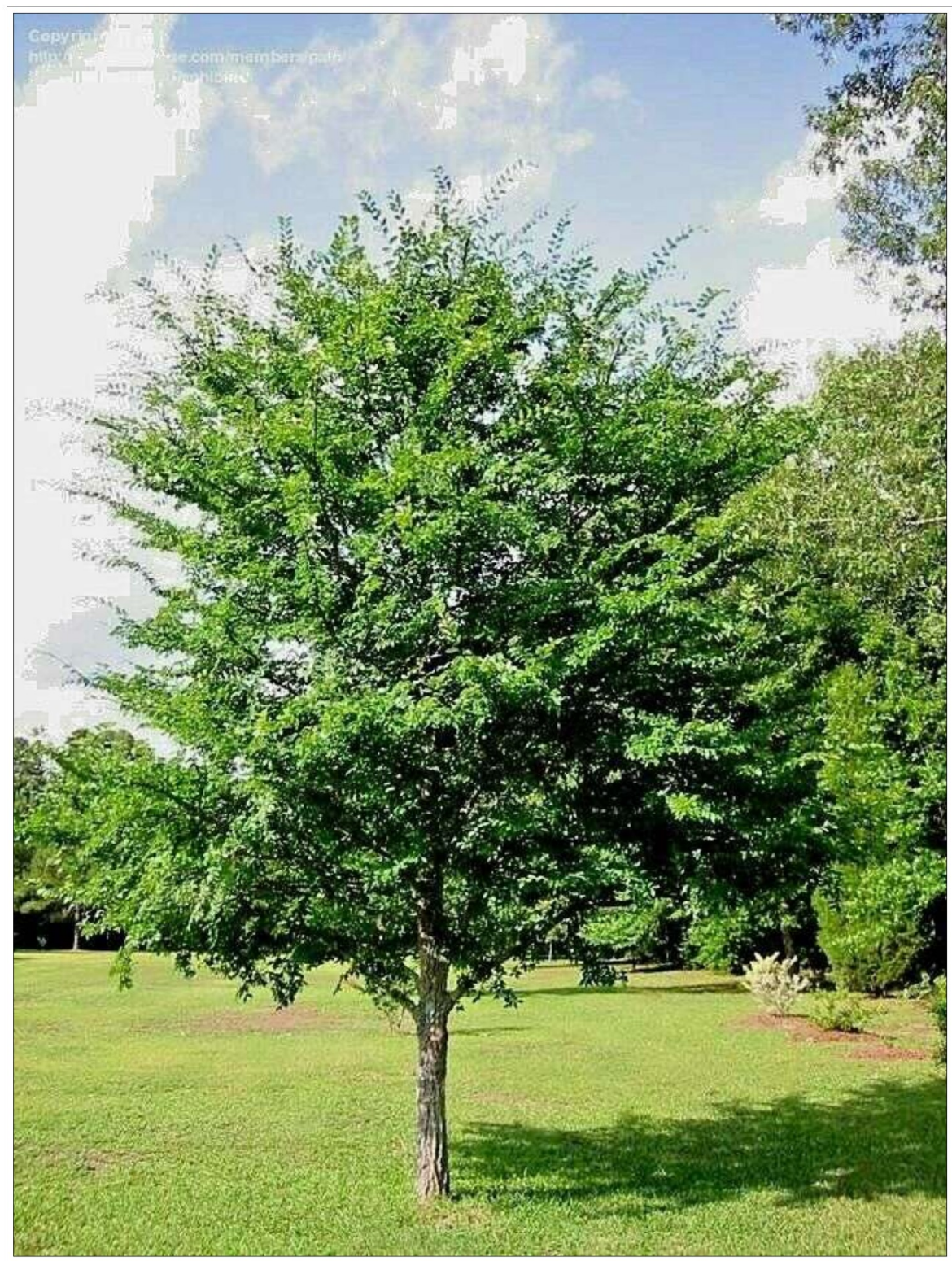
Authorized By:

Date:

Proposal submitted by Kevin Smith – Senior Landscape Designer / Advisor
ksmith@redtreelandscape.systems / Cell phone: (727) 426.3679

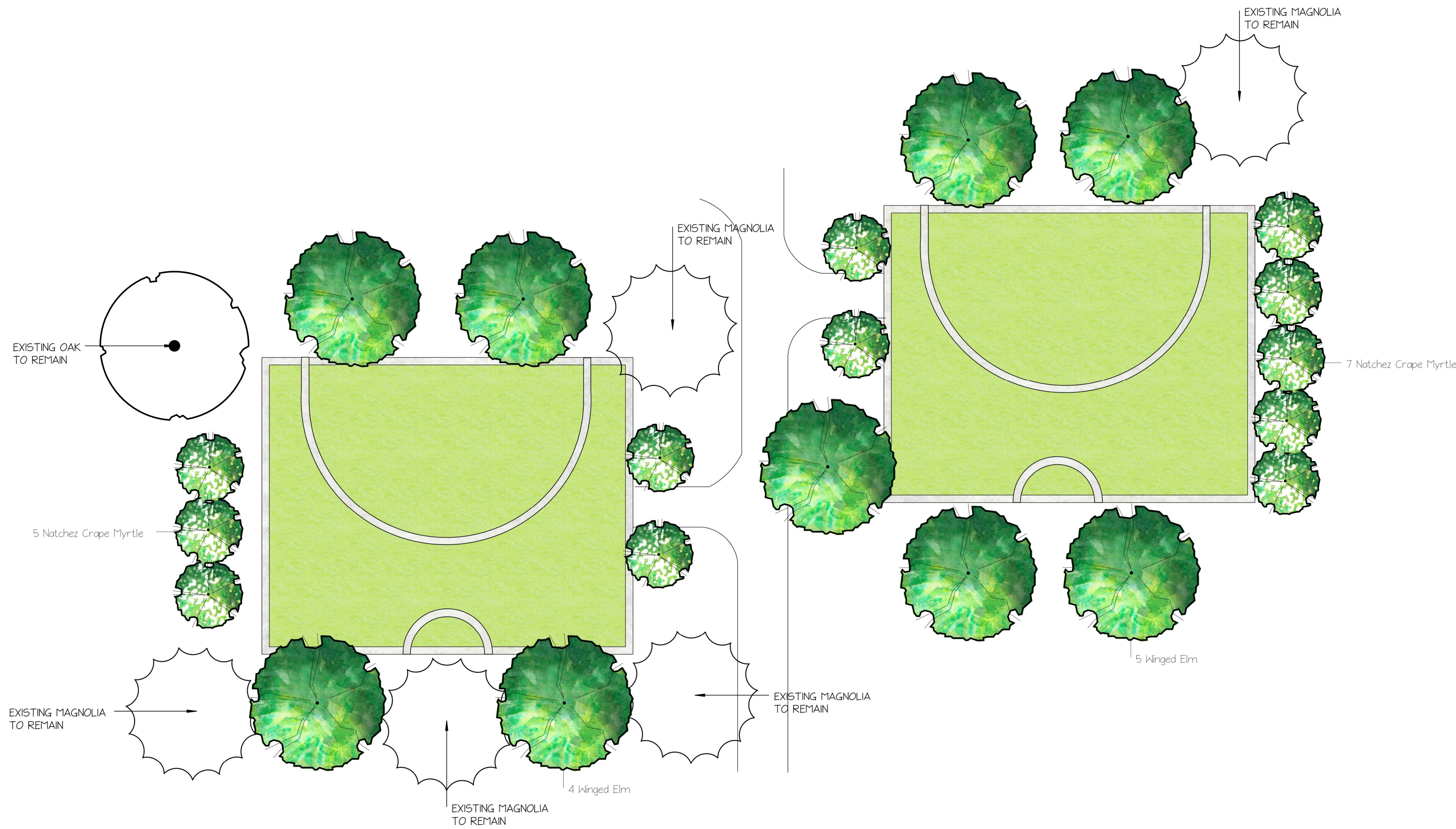


NATCHEZ CREPE MYRTLE



WINGED ELM

Qty	Botanical Name	Common Name
Shade Trees		
9	Ulmus alata	Winged Elm
Trees		
12	Lagerstroemia x 'Natchez'	Natchez Crepe Myrtle



LONG LAKE RANCH		
BASKETBALL COURT TREE INSTALLATION		
client:	date	revision
scale	1"=10'	5.12.2026
drawn by	checked by	drawing #
K.S.	K.S.	1/1

EXHIBIT 18

[RETURN TO AGENDA](#)



The New Standard in Landscape Maintenance

1.888.RED.TREE

www.redtreelandscapesystems.com

5532 Auld Lane, Holiday FL 34690

Basketball Court: Add Bubblers to Newly Planted Trees

**IRRIGATION PROPOSAL
FOR
LONG LAKE RANCH CDD**

Attention: Patricia Thibault, District Manager

May 28, 2026

Scope of Work

- Install bubblers on the newly planted trees by the basketball court to provide consistent, deep-root watering that supports healthy root establishment and long-term tree survival.
- Bubblers help newly planted trees receive the proper amount of water directly at the root zone, reducing water runoff and evaporation while promoting stronger root growth.
- Adding bubblers will improve irrigation efficiency, reduce maintenance needs, and help protect the investment in the new landscaping by ensuring the trees remain healthy.

TOTAL: \$2,650.00

Authorized Signature to Proceed

____/____/_____
Date of Authorization

Proposal submitted by Matt Olson, Irrigation Manager
molson@redtreelandscapesystems.com / Cell phone: (727) 200-1714

EXHIBIT 19

[RETURN TO AGENDA](#)

Long Lake Ranch Community Development District

**Financial Statements
(Unaudited)**

**Period Ending
July 31, 2026**

Long Lake Ranch CDD
Balance Sheet
July 31, 2026

	General Fund	Reserve Fund	Debt Service 2014 Fund	Debt Service 2015 Fund	Debt Service 2016 Fund	Debt Service 2026 Fund	Total
1 <u>Assets:</u>							
2 Operating Account-SS	\$ 155,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,558
3 Money Market Account- SS	1,634,266	1,874,199	-	-	-	-	3,508,465
4 Debit Card - SS	1,057	-	-	-	-	-	1,057
5 Small Checking - SS	500						500
6 Petty Cash	-		-	-	-	-	-
7 Trust Accounts							
8 Revenue Fund	-	-	-	143,479	92,594	6,711	242,785
9 Reserve Fund	-	-	-	117,969	94,938	67,094	280,000
10 Cost of Issuance			-			429	429
11 Prepayment Fund	-	-	-	-	556	-	556
12 Accounts Receivable	1,171	-	-	-	-	-	1,171
13 Assessments Receivable-On Roll	5,657	-	-	859	700	1,158	8,375
14 Excess Fees - Receivable	-	-	-	-	-	-	-
15 Due from Other Funds	-	-	-	6,838	5,574	9,213	21,625
16 Prepaid Expenses	5,111	-	-	-	-	-	5,111
17 Deposits	33,490	-	-	-	-	-	33,490
18 TOTAL ASSETS	1,836,809	1,874,199	-	269,146	194,362	84,606	4,259,121
19 Liabilities:							
20 Accounts Payable	12,140	-	-	-	-	-	12,140
21 Sales Tax	-	-	-	-	-	-	-
22 Accrued Expenses	-	-	-	-	-	-	-
23 Deffered Revenue-On Roll	5,657	-	-	859	700	1,158	8,375
20 Due to Other Funds	21,625	-	-	-	-	-	21,625
24 TOTAL LIABILITIES	39,422	-	-	859	700	1,158	42,140
25 Fund Balance							
26 Non-Spendable	38,600	-	-	-	-	-	38,600
27 Assigned: Capital Reserves	287,256	1,874,199	-				2,161,455
28 Assigned:2-Month Operating Capital	210,242	-	-		-	-	210,242
29 Restricted for Debt Service	-	-	-	268,287	193,661	83,448	545,396
30 Unassigned	1,261,288	-	-	-	-	-	1,261,288
31 TOTAL LIABILITIES AND FUND BALANCE	\$ 1,836,809	\$ 1,874,199	\$ -	\$ 269,146	\$ 194,362	\$ 84,606	\$ 4,259,122

LONG LAKE RANCH CDD General Fund Statement of Revenue, Expenditures and Change in Fund Balance For the Period of October 1, 2025 through July 31, 2026														
	FY2026 Month of October	FY2026 Month of November	FY2026 Month of December	FY2026 Month of January	FY2026 Month of February	FY2026 Month of March	FY2026 Month of April	FY2026 Month of May	FY2026 Month June	FY2026 Month July	FY2026 Total Actual Year to Date	FY2026 Approved Budget	Variance Over/(Under) Budget	% Actual YTD/ FY Budget
1 Revenues:														
2 Assessments Levied														
3 Assessments Levied (Net On-Roll)	\$ -	\$ 178,197	\$ 915,480	\$ 38,944	\$ 10,639	\$ 8,786	\$ 24,883	\$ 7,336.64	\$12,791.05	\$ -	\$ 1,197,057	\$ 1,202,714	\$ (5,657)	100%
4 Assessments Levied for General Fund Transfer to Resi	-		350,000								350,000	350,000	-	100%
5 Early Payment Discount	-										-	-	-	0%
6 Assessments Excess	-										-	-	-	0%
7 Additional Revenue											-			0%
8 Tennis	500	500	-	1,000	500	500		500	1,000		4,500	6,000	(1,500)	75%
9 Room Rentals	-	-	-	-							-	-	-	0%
10 Gate Access Cards	-	-	-	-							-	-	-	0%
11 Miscellaneous Revenue	250	-	13,411	-	(59)	75	(32)	50	1,524	2,554	17,774	-	17,774	0%
12 Interest	8,344	6,627	8,538	11,010	10,302	11,800	9,942	8,750	9,442	9,081	93,836	-	93,836	0%
13 Advertisement Rental	-	-	-	-	-	-					-	-	-	0%
14 Misc Revenue	-	-	-	-		-					-	-	-	0%
15 Fund Balance Forward (removed)	-	-	-	-	-	-	-	-	-	-	-	76,518	(76,518)	0%
16 TOTAL REVENUE	9,094	185,324	1,287,429	50,954	21,382	21,162	34,794	16,636	24,757	11,635	1,663,167	1,635,232	27,935	102%
17 Expenditures:														
18 Administrative														
19 Supervisors-Regular Meetings	1,415	1,015	800	1,015	1,015	1,015	1,015	1,015	1,015	1,015	10,338	13,000	(2,662)	80%
20 Supervisors-Workshops									1,015		1,015	1,000	15	102%
21 Payroll Taxes (BOS)	31	61	61	61	61	61	61	61	122	61	643	1,071	(428)	60%
22 Payroll Services Fees	50	50	50	50	50	50	50	50	100	50	550	700	(150)	79%
23 District Management	1,250	1,250	605	-	1,250	1,250	1,250	3,144	1,250	1,250	12,498	15,000	(2,502)	83%
24 Administrative	417	417	202	-	417	417	417	1,048	417	417	4,166	5,000	(834)	83%
25 Accounting	833	833	403	-	833	833	833	2,096	833	833	8,332	10,000	(1,668)	83%
26 Assessment Roll Preparation	417	417	202	-	417	417	417	1,048	417	417	4,166	5,000	(834)	83%
27 Dissemination Agent	250	250	120	-	250	250	250	628	250	250	2,498	3,000	(502)	83%
28 District Counsel	-	7,198	4,161	7,426	8,068	3,538	4,078	4,001	3,938	11,542	53,947	45,000	8,947	120%
29 District Engineer	-	-	-	-							-	10,000	(10,000)	0%
30 Arbitrage Rebate Calculation								1,000			1,000	1,500	(500)	67%
31 Trustee Fees	3,950	-	3,950	-							7,900	13,768	(5,868)	57%
32 Bank Fees	25	60	-	-				50	567		702	150	552	468%
33 Auditing	-	-	-	-					3,700		3,700	3,700	-	100%
34 Regulatory Permits and Fees	175	-	-	-							175	175	-	100%
35 Property Taxes	-	-	210	-	-	-	-	150	-		360	250	110	144%
36 Legal Advertising	-	-	55	-						1,705	1,759	1,500	259	117%
37 Website Hosting	-	-	1,538	-							1,538	2,015	(478)	76%
38 TOTAL ADMINISTRATIVE	8,812	11,551	12,355	8,552	12,361	7,831	8,371	14,290	13,625	17,539	115,287	131,829	(16,542)	87%
39 Insurance														
40 Public Officials, General Libility & Property Insurance	32,118	-	-	-	-	-	-	-	-	-	32,118	34,313	(2,195)	94%
41 TOTAL INSURANCE	32,118	-	-	-	-	-	-	-	-	-	32,118	34,313	(2,195)	94%
42 Utilities														
43 Utilities-Electricity	-	5,097	4,460	5,093	4,115	4,115	3,871	3,370	3,188		33,308	61,200	(27,892)	54%
44 Utilities-Streetlights	-	8,698	8,682	8,783	8,424	7,893	8,413	8,404	8,182		67,480	117,300	(49,820)	58%
45 Utilities-Water/Sewer	58	276	3,238	2,433	1,141	1,341	898	842	805	463	11,495	18,000	(6,505)	64%
46 Utilities-Solid Waste Assessment	-	-	221	-							221	1,530	(1,309)	14%
47 Utilities-Solid Waste Removal	120	120	120	120	120	120	247	123	123	123	1,338	2,040	(702)	66%
48 TOTAL UTILITIES	178	14,191	16,721	16,430	13,800	13,469	13,429	12,740	12,298	587	113,842	200,070	(86,228)	57%
49 Security														
50 Security Repairs & Maintenance	-	-	-	-	145		815		474	331	1,765	7,500	(5,735)	24%
51 TOTAL SECURITY	-	-	-	-	145	-	815	-	474	331	1,765	7,500	(5,735)	24%

LONG LAKE RANCH CDD General Fund Statement of Revenue, Expenditures and Change in Fund Balance For the Period of October 1, 2025 through July 31, 2026														
	FY2026 Month of October	FY2026 Month of November	FY2026 Month of December	FY2026 Month of January	FY2026 Month of February	FY2026 Month of March	FY2026 Month of April	FY2026 Month of May	FY2026 Month June	FY2026 Month July	FY2026 Total Actual Year to Date	FY2026 Approved Budget	Variance Over/(Under) Budget	% Actual YTD/ FY Budget
52 Community Maintenance														
53 Field Services	417	417	202	-	417	417	417	1,048	417	417	4,166	5,000	(834)	83%
54 Fountain Service Repair & Maintenance	-	1,546	136	750			1,635	950			5,017	5,000	17	100%
55 Aquatic Maintenance	2,460	2,460	2,460	2,460		2,460	4,920		2,460	2,460	22,140	29,520	(7,380)	75%
56 Mitigation Area Monitoring & Maintenance	-	-	-	-							-	3,100	(3,100)	0%
57 Aquatic Plant Replacement	-	-	-	-							-	2,750	(2,750)	0%
58 Fish Stocking	-	-	-	-							-	12,000	(12,000)	0%
59 Lake & Pond Maintenance	-	-	-	-					6,725		6,725	5,000	1,725	135%
60 Entry & Walls Maintenance	-	-	-	-							-	2,500	(2,500)	0%
61 Landscape Maintenance-Contract	14,085	14,085	14,085	14,085	14,085	14,085	14,085	14,085	14,085	14,085	140,852	180,920	(40,068)	78%
62 Landscape Replacement-Mulch	-	-	49,500	-		8,750			8,181		66,431	72,000	(5,569)	92%
63 Landscape Replacement Annuals	8,181	-	8,181	-							16,362	39,996	(23,634)	41%
64 Landscape Replacement Plants & Shrubs	-	-	-	-		8,181					8,181	90,760	(82,579)	9%
65 Tree Trimming & Maintenance	4,400	-	3,200	-	400	4,125	4,400	1,050			17,575	45,000	(27,425)	39%
66 Other Landscape-Fire Ant Treatment	-	-	-	-							-	4,500	(4,500)	0%
67 Irrigation Repairs & Maintenance	35	1,181	-	4,014		144			35,258	1,008	41,639	15,000	26,639	278%
68 Decorative Lights Maintenance	-	-	2,500	16,734				14,000			33,234	15,000	18,234	222%
69 Volunteer Supplies	-	-	-	-							-	-	-	0%
70 Pressure Washing	-	-	-	-				30,000			30,000	37,000	(7,000)	81%
71 Field Contingency	2,600	-	453	-	150		2,000		440		5,643	30,627	(24,984)	18%
72 TOTAL PHYSICAL ENVIRONMENT	32,177	19,688	80,717	38,044	15,052	38,162	27,457	61,133	67,566	17,970	397,966	595,673	(197,707)	67%
73 Road & Street Facilities														
74 Sidewalk Repair & Maintenance	-	-	-	-	-	-	-	-	-	-	-	1,000	(1,000)	0%
75 Roadway Repair & Maintenance	-	-	-	-	-	-	-	-	-	-	-	2,500	(2,500)	0%
76 Signage Repair & Replacement	-	-	-	-	-	-	-	-	-	-	-	20,000	(20,000)	0%
77 TOTAL ROAD & STREET FACILITIES	-	-	-	-	-	-	-	-	-	-	-	23,500	(23,500)	0%
78 Amenity Maintenance														
79 Clubhouse Management	5,178	9,915	19,322	9,575	9,313	9,938	9,400	10,713	17,694	11,263	112,310	141,296	(28,986)	79%
80 Seasonal Pool Attendants	-	-	-	-							-	9,800	(9,800)	0%
81 Cell Phone for Attendants	-	-	-	-							-	100	(100)	0%
82 Pool Maintenance-Contract	3,200	3,230	3,200	3,200	3,200	3,230	3,200	3,200	3,200	3,200	32,060	40,000	(7,940)	80%
83 Dog Waste Station Supplies	-	-	-	-							-	3,000	(3,000)	0%
84 Amenity Maintenance & Repair	1,901	1,501	1,717	863	351	932	1,110	847	764	452	10,437	21,000	(10,563)	50%
85 Office Supplies	-	-	-	-						1,361	1,361	1,200	161	113%
86 Furniture Repair/Replacement	-	-	-	-							-	1,750	(1,750)	0%
87 Pool Repairs	-	-	-	4,935	12,550		2,423	1,423		1,200	22,530	2,000	20,530	1127%
88 Pool Permits	-	-	-	-					560	305	865	1,000	(135)	87%
89 Communication (Tel, Fax, Internet)	418	418	421	417	439	439	439	439	440	371	4,242	5,000	(758)	85%
90 Facility A/C & Heating Maintenance & Rep.	-	-	-	-							-	2,000	(2,000)	0%
91 Computer Support, Maintenance & Repair	-	-	-	-							-	1,000	(1,000)	0%
92 Park & Playground Maintenance & Repair	-	-	-	-							-	6,600	(6,600)	0%
93 Pest Control	100	100	100	105	105	105	105	105	105	105	1,032	3,600	(2,569)	29%
94 Clubhouse Janitorial Supplies	-	-	-	-						-	-	3,000	(3,000)	0%
95 TOTAL PARKS & RECREATION	10,797	15,164	24,760	19,095	25,958	14,643	16,676	16,726	22,761	18,257	184,837	242,346	(57,509)	76%
96 Project Budget														
97 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	50,000	(50,000)	0%
98 TOTAL PROJECT BUDGET	-	-	-	-	-	-	-	-	-	-	-	50,000	(50,000)	0%
99 Total Expenditures	84,082	60,594	134,553	82,120	67,316	74,105	66,748	104,889	116,725	54,683	845,816	1,285,231	(439,415)	66%
100 Total Excess Expenditures Over (Under) Revenues	(74,988)	124,730	1,152,876	(31,167)	(45,934)	(52,943)	(31,954)	(88,253)	(91,969)	(43,049)	817,351	350,001	439,415	
101 Total Other Financing Sources (Uses)														
102 County Collection Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
103 Transfers In	-	-	-	-	-	-	-	-	-	-	-	-	-	-
104 Transfers Out	-	-	-	-	-	-	350,000	-	-	-	350,000	350,000	-	-
105 TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-	350,000	-	-	-	350,000	350,000	-	
106 Fund Balance - Beginning	1,630,037	1,255,049	1,379,780	2,532,655	2,501,488	2,455,552	2,402,610	- 2,020,656	1,932,403	1,840,434	1,630,037	1,630,037		
107 Net Change In Fund Balance	(74,988)	124,730	1,152,876	(31,167)	(45,934)	(52,943)	(381,954)	- (88,253)	(91,969)	(43,049)	467,351	700,001		
108 Fund Balance - Ending-Projected	1,255,049	1,379,780	2,532,655	2,501,488	2,455,552	2,402,610	2,020,656	- 1,932,403	1,840,434	1,797,386	2,097,388	2,330,038		

Long Lake Ranch CDD
Capital Reserve Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through July 31, 2026

	FY 2026 Approved Budget	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget Year-to-Date
1 <u>Revenues:</u>			
2 Special Assessments-On Roll (NET)	\$ -	\$ -	\$ -
3 Early Payment-Discount	-	-	-
4 Excess Fees	-	-	-
5 Interest & Miscellaneous	-	-	-
6 Total Revenues	-	-	-
7 <u>Expenditures:</u>			
8 Capital Improvement Plans (Pool)	-	-	-
9 Contingency	-	59,585	59,585
10 Total Expenditures	-	59,585	59,585
11 Excess Expenditures Over (Under) Revenues	-	(59,585)	(59,585)
12 <u>Other Financing Sources & Uses</u>			
13 County Collection Costs	-	-	-
14 Transfers In from General Fund	350,000	350,000	-
15 Transfers Out	-	-	-
16 Total Other Finances Sources & Uses	350,000	350,000	-
17 Net Change in Fund Balance	350,000	290,415	(59,585)
18 Fund Balance-Beginning	1,583,784	1,583,784	-
19 Fund Balance - Ending	\$ 1,933,784	\$ 1,874,199	\$ (59,585)
20 <u>Analysis of Fund Balance</u>			
21 Assigned: Future Capital Improvements	1,583,784	1,583,784	
23 Fund Balance - Ending	1,583,784	1,583,784	

\$59,585 expense: Pool resurfacing project

Long Lake Ranch CDD
Debt Service -Series 2014
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through July 31, 2026

	FY 2026 Approved Budget	FY2026 Actual Actual Total Year-to-Date	Variance Over (Under) to Budget
1 <u>Revenues:</u>			
2 Special Assessments- On Roll (NET)	\$ 317,500	\$ 252,810	\$ (64,690)
3 Excess Fees	-	-	-
4 Interest Revenue	-	11,960	11,960
5 Bond Proceeds		2,979,766	
6 Total Revenues	317,500	3,244,537	2,927,037
7 <u>Expenditures:</u>			
8 Interest Expense:			
9 November 1, 2025	107,250	106,875	(375)
10 May 1, 2026	105,000	106,500	1,500
11 Principal Retirement:			
12 May 1, 2026	104,100	3,564,354	3,460,254
13 Principal Prepayment	-	10,000	10,000
14 Funds Transfer		73,442	
15 Total Expenditures	316,350	3,861,172	3,471,379
16 Excess Expenditures Over (Under) Exp.	1,150	(616,635)	(617,785)
17 NET Change in Fund Balance	1,150	(616,635)	(617,785)
18 Fund Balance-Beginning	561,986	561,986	-
19 Fund Balance - Ending	\$ 563,136	\$ (54,649)	\$ (617,785)

Long Lake Ranch CDD
Debt Service -Series 2015
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through July 31, 2026

	FY 2026 Approved Budget	FY2026 Actual Actual Total Year-to-Date	Variance Over (Under) to Budget
1 <u>Revenues:</u>			
2 Special Assessments- On Roll (NET)	\$ 235,938	\$ 235,041	\$ (897)
3 Excess Fees	-	-	-
4 Interest Revenue	-	6,749	6,749
5 Total Revenues	235,938	241,790	5,852
6 <u>Expenditures:</u>			
7 Interest Expense:			
8 November 1, 2025	82,419	82,419	(0)
9 May 1, 2026	70,000	70,000	-
10 Principal Retirement:			
11 May 1, 2026	80,319	82,419	2,100
12 Principal Prepayment	-	-	-
13 Total Expenditures	232,738	234,838	2,100
14 Excess Expenditures Over (Under) Exp.	3,200	6,953	3,753
15 NET Change in Fund Balance	3,200	6,953	3,753
16 Fund Balance-Beginning	261,334	261,334	-
17 Fund Balance - Ending	\$ 264,534	\$ 268,287	\$ 3,753

Long Lake Ranch CDD
Debt Service -Series 2016
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through July 31, 2026

	FY 2026 Approved Budget	FY2026 Actual Actual Total Year-to-Date	Variance Over (Under) to Budget
1 <u>Revenues:</u>			
2 Special Assessments- On Roll (NET)	\$ 191,881	\$ 191,568	\$ (313)
3 Excess Fees	-	-	-
4 Interest Revenue	-	4,960	4,960
5 Total Revenues	191,881	196,528	4,647
6 <u>Expenditures:</u>			
7 Interest Expense:			
8 November 1, 2025	59,100	58,744	(356)
9 May 1, 2026	75,000	75,000	-
10 Principal Retirement:			
11 May 1, 2026	57,600	58,628	1,028
12 Principal Prepayment	-	5,000	5,000
13 Total Expenditures	191,700	197,372	5,672
14 Excess Expenditures Over (Under) Exp.	181	(844)	(1,025)
15 NET Change in Fund Balance	181	(844)	(1,025)
16 Fund Balance-Beginning	194,505	194,505	-
17 Fund Balance - Ending	\$ 194,686	\$ 193,661	\$ (1,025)

Long Lake Ranch CDD
Debt Service -Series 2026
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through July 31, 2026

	FY 2026 Approved Budget	FY2026 Actual Actual Total Year-to-Date	Variance Over (Under) to Budget
1 <u>Revenues:</u>			
2 Special Assessments- On Roll (NET)	\$ -	\$ 11,012	\$ 11,012
3 Excess Fees	-	-	-
4 Bond Proceeds		166,809	166,809
5 Interest Revenue	-	363	363
6 Transfer In		73,442	73,442
7 Total Revenues	-	251,626	251,626
8 <u>Expenditures:</u>			
9 Interest Expense:			
10 November 1, 2025	-	-	-
11 May 1, 2026	-	-	-
12 Principal Retirement:			
13 May 1, 2026	-	-	-
14 Principal Prepayment	-	-	-
15 COI Expense		166,380	166,380
16 Total Expenditures	-	166,380	166,380
17 Excess Expenditures Over (Under) Exp.	-	85,246	85,246
18 NET Change in Fund Balance	-	85,246	85,246
19 Fund Balance-Beginning	-	(1,798)	-
20 Fund Balance - Ending	\$ -	\$ 83,448	\$ 85,246

-

Bank Reconciliation
For the Period of October 1, 2025 through July 31, 2026

Balance per Bank Statement	175,359
Plus: Deposits in Transit	-
Less: Outstanding Checks	(19,800)
<i>Adjusted Bank Balance</i>	155,558

Beginning Balance	190,392
Receipts	102,561
Disbursements	(137,394)
<i>Balance per Book</i>	155,558

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Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
			Beginning Balance		\$	87,272.28
10/1/2025		5065 Anchor Stone Management, LLC	Inv 14		3,583.34	83,688.94
10/1/2025		5066 RedTree Landscape Systems	Landscape Maint		14,085.25	69,603.69
10/1/2025		5067 Cooper Pools Inc	Pool Maintenance		3,200.00	66,403.69
10/1/2025	100125ach	Duke Energy	Summary Bill 8/2-9/2		13,771.84	52,631.85
10/1/2025		69 William Pellan	BOS MTG - Reissue, checks originally voided for audit after not clearing for 120+ days		369.40	52,262.45
10/3/2025			Deposit	5,129.29		57,391.74
10/4/2025		5068 RedTree Landscape Systems	Irrigation Repairs		275.00	57,116.74
10/4/2025		5069 RedTree Landscape Systems	irrigation repairs		75.64	57,041.10
10/4/2025		5070 RedTree Landscape Systems	irrigation repairs		49.50	56,991.60
10/4/2025		5071 RedTree Landscape Systems	irrigation repairs		148.00	56,843.60
10/4/2025		5072 RedTree Landscape Systems	irrigation repairs		39.00	56,804.60
10/4/2025		5073 RedTree Landscape Systems	irrigation repairs		34.50	56,770.10
10/4/2025		5074 RedTree Landscape Systems	irrigation repairs		229.88	56,540.22
10/4/2025		5075 RedTree Landscape Systems	irrigation repairs		75.62	56,464.60
10/4/2025		5076 RedTree Landscape Systems	tree removal		650.00	55,814.60
10/4/2025		5077 RedTree Landscape Systems	tree repair		3,000.00	52,814.60
10/4/2025		5078 RedTree Landscape Systems	tree maint		750.00	52,064.60
10/7/2025		5079 Coastal Waste & Recycling, Inc.	waste collection		120.24	51,944.36
10/7/2025		5080 WRB Painting LLC	Painting		5,950.00	45,994.36
10/9/2025	100925ach1	Frontier	Phone-Internet 9/15-10/14		150.99	45,843.37
10/9/2025	100925ach2	Frontier	Phone-Internet 9/15-10/14/25		265.92	45,577.45
10/10/2025	101025ach	Coastal Waste & Recycling, Inc.	waste collection		120.24	45,457.21
10/10/2025	101025ach	Engage PEO	BOS 10-2-25		757.10	44,700.11
10/10/2025		71 William Pellan	BOS MTG 10/2-25		184.70	44,515.41
10/10/2025		72 Darrell Thompson	BOS 10-2-25		184.70	44,330.71
10/15/2025		5081 RedTree Landscape Systems	landscape enhancement		8,181.00	36,149.71
10/15/2025	101525ach	Florida Commerce	Special Dist Filling Fee		175.00	35,974.71
10/20/2025		5082 Bryans Fence LLC	Fence word		12,600.00	23,374.71
10/21/2025		5083 Turner Pest Control LLC	pest control		100.00	23,274.71
10/21/2025		5085 American Power Washing			2,249.00	21,025.71
10/22/2025	102225ach	Pasco County Utilities Services Branch	18981 long lake ranch blvd		173.40	20,852.31
10/22/2025	102225ach1	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		148.55	20,703.76
10/24/2025			Funds Transfer		500.00	20,203.76
10/28/2025		5086 GHS LLC	Aquatic Maint		2,460.00	17,743.76
10/28/2025			Funds Transfer	100,000.00		117,743.76
10/29/2025		5086 Egis Insurance & Risk Advisors	Policy #100125769		32,118.00	85,625.76
10/31/2025	103125ach	Duke Energy	Summary Bill 9/3-10/1		12,946.08	72,679.68
10/31/2025				105,129.29	119,721.89	72,679.68
11/3/2025		5087 Cooper Pools Inc	Pool Maintenance		3,200.00	69,479.68
11/3/2025		5088 RedTree Landscape Systems	Landscape Maint		14,085.25	55,394.43
11/3/2025		5089 Anchor Stone Management, LLC	Invoice for payroll		4,989.10	50,405.33
11/3/2025		5090 Anchor Stone Management, LLC	Inv 18		3,583.34	46,821.99
11/3/2025		5091 Anchor Stone Management, LLC	Invoice for payroll		5,178.47	41,643.52
11/4/2025			Funds Transfer	-		41,643.52
11/4/2025			Funds Transfer	75,000.00		116,643.52
11/6/2025			Deposit	16,639.45		133,282.97
11/10/2025		5092 Blue Water Aquatics, Inc	Fountain Maint/Repair		660.15	132,622.82
11/10/2025		5093 Blue Water Aquatics, Inc	Fountain Insp & Cleaning Serv		750.00	131,872.82
11/10/2025		5094 Kutak Rock LLP	Gen prof Legal serv		2,150.00	129,722.82
11/10/2025		5095 Kutak Rock LLP	Gen prof Legal serv		1,128.50	128,594.32
11/10/2025	111025ach	Frontier	Phone and Internet		266.67	128,327.65
11/10/2025	111025ach2	Frontier	Phone and Internet		150.99	128,176.66
11/10/2025			Deposit	0.03		128,176.69
11/14/2025	111425ach	Engage PEO	BOS 11-6-25		757.10	127,419.59

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Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
11/14/2025		73 William Pellan	BOS MTG 11/6/25		184.70	127,234.89
11/14/2025			Deposit	123,147.85		250,382.74
11/14/2025		74 Darrell Thompson	BOS 11-6-25		184.70	250,198.04
11/17/2025		5096 Turner Pest Control LLC	pest control		100.00	250,098.04
11/17/2025		5097 Anchor Stone Management, LLC	Irrigation and Tree Walk		1,000.00	249,098.04
11/17/2025		5098 Anchor Stone Management, LLC	Invoice for payroll		4,925.97	244,172.07
11/18/2025		5099 Dibartolomeo, McBee, Hartley & Barnes, PA	serv rendered audited		4,150.00	240,022.07
11/18/2025			Deposit	500.00		240,522.07
11/19/2025		5100 Berger, Toombs, Elam, Gaines & Frank	audit services		3,700.00	236,822.07
11/19/2025		5101 RedTree Landscape Systems	irrigation repairs		60.00	236,762.07
11/20/2025			Deposit	84,959.83		321,721.90
11/20/2025			Funds Transfer		500.00	321,221.90
11/20/2025			Funds Transfer		2,000.00	319,221.90
11/21/2025	112125ach	Pasco County Utilities Services Branch	18981 long lake ranch		93.34	319,128.56
11/21/2025	112125ach2	Pasco County Utilities Services Branch	0 COMMUNITY Cntr		182.26	318,946.30
11/23/2025		5102 GHS LLC	Aquatic Maintenance		2,460.00	316,486.30
11/23/2025		5103 RedTree Landscape Systems	irrigation repairs		120.65	316,365.65
11/26/2025			Deposit	55,704.17		372,069.82
11/26/2025			Funds Transfer		1,000.00	371,069.82
11/30/2025		5104 Blue Water Aquatics, Inc	fountain svcs		136.00	370,933.82
11/30/2025				355,951.33	57,697.19	370,933.82
12/1/2025		5105 RedTree Landscape Systems	Landscape Maint		14,085.25	356,848.57
12/1/2025		5106 Kutak Rock LLP	Reference: General prof Legal services.		2,150.00	354,698.57
12/1/2025		5107 Kutak Rock LLP	Reference: General prof Legal services.		1,769.00	352,929.57
12/1/2025	120125ach	Coastal Waste & Recycling, Inc.	Reference: MONTHLY - WASTE COLLECTION		120.24	352,809.33
12/1/2025	120125ach2	Duke Energy	Summary Bill 10/2-11/3/25		13,795.59	339,013.74
12/4/2025		5108 American Illuminations & Decor Inc	Holiday wreath install/takedown		2,500.00	336,513.74
12/5/2025			Deposit	1,733,911.83		2,070,425.57
12/5/2025			Deposit	3,000.00		2,073,425.57
12/5/2025			Deposit	10,411.00		2,083,836.57
12/7/2025		5109 Cooper Pools Inc	Pool Maintenance		3,200.00	2,080,636.57
12/8/2025		5110 Mike Fasano. Pasco County Tax Collector	PropTax 33-26-18-0030-OP200-0000		110.58	2,080,525.99
12/8/2025		5111 Mike Fasano. Pasco County Tax Collector	PropTax 34-26-18-0020-00000-OP10		92.15	2,080,433.84
12/8/2025		5112 Mike Fasano. Pasco County Tax Collector	Parcel 3426180020000000P10 Solid Waste		110.58	2,080,323.26
12/8/2025		5113 Mike Fasano. Pasco County Tax Collector	Parcel 33261800300P2000000,Solid Waste		110.58	2,080,212.68
12/8/2025		5114 SchoolNow	CDD ADA-PDF		1,537.50	2,078,675.18
12/9/2025		5115 RedTree Landscape Systems	tree removal		3,200.00	2,075,475.18
12/9/2025	120925ach	Frontier	Phone and Internet		266.67	2,075,208.51
12/9/2025	120925ach1	Frontier	Phone and Internet		150.99	2,075,057.52
12/10/2025		5116 Anchor Stone Management, LLC			9,172.06	2,065,885.46
12/11/2025			Deposit	130,893.08		2,196,778.54
12/12/2025	121225ach	Engage PEO	BOS 12-4-25		726.50	2,196,052.04
12/12/2025		75 Darrell Thompson	BOS 12-4-25		184.70	2,195,867.34
12/12/2025		5117 Keystone Backflow Services LLC	backflow testing		453.00	2,195,414.34
12/14/2025		5118 Anchor Stone Management, LLC	Invoice for payroll		4,544.25	2,190,870.09
12/16/2025		5119 Turner Pest Control LLC	pest control		100.00	2,190,770.09
12/16/2025	121625ach	Florida Department of Revenue	sales tax dec 2025		6.91	2,190,763.18
12/17/2025			Funds Transfer		1,000.00	2,189,763.18
12/18/2025			Deposit	576.64		2,190,339.82
12/18/2025			Deposit	8,096.68		2,198,436.50
12/19/2025	121925ach	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		3,074.61	2,195,361.89
12/19/2025	121925ach1	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		163.50	2,195,198.39
12/21/2025		5120 GHS LLC	2025 Aquatic Maintenance.		2,460.00	2,192,738.39
12/21/2025		5121 Business Observer	Inv for 9/27/24		54.69	2,192,683.70
12/21/2025		5122 Kutak Rock LLP	General prof Legal services.		2,150.00	2,190,533.70

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12/21/2025		5123 Kutak Rock LLP	General prof Legal services.		2,010.50	2,188,523.20
12/21/2025		5124 RedTree Landscape Systems	landscape -seasonal flowers		8,181.00	2,180,342.20
12/23/2025			Funds Transfer		1,800,000.00	380,342.20
12/28/2025		5126 RedTree Landscape Systems	fall mulch installation		49,500.00	330,842.20
12/29/2025		5128 Turner Pest Control LLC	pest control		100.00	330,742.20
12/29/2025		5129 Haven Management Solutions	Billiing #3		5,168.75	325,573.45
12/29/2025		5131 Haven Management Solutions	Billiing #4		215.05	325,358.40
12/30/2025	123025ach	Duke Energy	Summary Bill		13,141.27	312,217.13
12/31/2025				1,886,889.23	1,945,605.92	312,217.13
1/1/2026		5132 RedTree Landscape Systems	Landscape Maint		14,085.25	298,131.88
1/1/2026		5133 Blue Water Aquatics, Inc	fountain svcs		136.00	297,995.88
1/4/2026		5134 Cooper Pools Inc	Pool Maintenance		3,200.00	294,795.88
1/5/2026		5135 Cooper Pools Inc	Pool Maintenance		30.00	294,765.88
1/8/2026	010826ach	Frontier	Phone and Internet 12/15-1/14/26		270.05	294,495.83
1/8/2026	010826ach2	Frontier	Phone and Internet 12/15-1/14/26		150.99	294,344.84
1/9/2026			Deposit	1,633.32		295,978.16
1/9/2026			Deposit	7,630.90		303,609.06
1/9/2026			Deposit	48,389.79		351,998.85
1/9/2026			Deposit	1,000.00		352,998.85
1/11/2026		5138 Cooper Pools Inc	Pool repair/maint		2,075.00	350,923.85
1/11/2026		5139 Blue Water Aquatics, Inc	Fountain Insp & Cleaning		750.00	350,173.85
1/12/2026		5141 RedTree Landscape Systems	Irrigation repairs		1,000.00	349,173.85
1/12/2026		5142 Haven Management Solutions	Payrol Billing 12/28/25-1/10/26		4,606.25	344,567.60
1/13/2026	011326ach	Coastal Waste & Recycling, Inc.	WASTE COLLECTION		120.24	344,447.36
1/16/2026	011626ach	Engage PEO	BOS 1-5-26		757.10	343,690.26
1/16/2026		76 William Pellan	BOS MTG 1-5-26		184.70	343,505.56
1/16/2026		77 Darrell Thompson	BOS 1-5-26		184.70	343,320.86
1/19/2026		5143 RedTree Landscape Systems	Irrigation repairs		220.15	343,100.71
1/22/2026		5147 RedTree Landscape Systems	Irrigation repairs		496.85	342,603.86
1/22/2026		5148 RedTree Landscape Systems	Irrigation repairs		237.55	342,366.31
1/22/2026		5149 Turner Pest Control LLC	pest control		104.50	342,261.81
1/22/2026		5150 Cooper Pools Inc	Pool repair/maint		2,860.00	339,401.81
1/23/2026	012326ach	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		2,213.49	337,188.32
1/23/2026	012326ach1	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		219.78	336,968.54
1/28/2026		5152 Haven Management Solutions	Payrol Billing 1/11-1/24/26		4,698.75	332,269.79
1/29/2026		5153 Kutak Rock LLP	Gen prof Legal svc		1,716.48	330,553.31
1/29/2026		5154 RedTree Landscape Systems	Irrigation repairs		130.00	330,423.31
1/29/2026		5155 GHS LLC	Aquatic Maintenance.		2,460.00	327,963.31
1/30/2026		5156 US Bank	Series 2014A & A2 Trustee fees		4,256.13	323,707.18
1/31/2026				58,654.01	47,163.96	323,707.18
2/1/2026		5157 Haven Management Solutions	District Managemen Svc Feb		3,583.34	320,123.84
2/2/2026		5158 RedTree Landscape Systems	Landscape Maint		14,085.25	306,038.59
2/2/2026	020226ach	Duke Energy	Summary Bill 12/2-1/2/26		13,876.21	292,162.38
2/3/2026		5161 Cooper Pools Inc	Pool Maintenance		3,200.00	288,962.38
2/6/2026		5162 Kutak Rock LLP	General prof Legal services.		2,150.00	286,812.38
2/6/2026		5163 Kutak Rock LLP	General prof Legal services.		5,275.50	281,536.88
2/6/2026			Deposit	500.00		282,036.88
2/9/2026	020926ach	Frontier	Phone and Internet		266.50	281,770.38
2/9/2026	020926ach2	Frontier	Phone and Internet		150.99	281,619.39
2/9/2026		5164 DCSI, Inc " Security & Sound"	Camera/DVR Service,		145.00	281,474.39
2/10/2026		5167 Haven Management Solutions	PR Billing 1/25-2/7/26		4,644.05	276,830.34
2/10/2026		Anchor Stone Management LLC		10,000.00		286,830.34
2/11/2026			Deposit	15,750.70		302,581.04
2/13/2026	021326ach	Engage PEO	BOS 2-5-26		757.10	301,823.94
2/13/2026		78 William Pellan	BOS MTG 2-5-26		184.70	301,639.24

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2/13/2026		79 Darrell Thompson	BOS 2-5-26		184.70	301,454.54
2/17/2026	021726ach	Florida Department of Revenue	sales tax jan 2026		58.50	301,396.04
2/20/2026	022026ach2	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		163.50	301,232.54
2/23/2026		5168 W.C. Sherrill and Company LLC	Surveying		150.00	301,082.54
2/23/2026		5169 RedTree Landscape Systems	tree removal		400.00	300,682.54
2/23/2026		5170 Turner Pest Control LLC	pest control		104.50	300,578.04
2/23/2026	022326ach	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		977.97	299,600.07
2/24/2026		5171 Haven Management Solutions	Payrol Billing 2/8-2/21/26		4,668.75	294,931.32
2/25/2026		5172 US Bank	Series 2016 Trustee Fees		4,756.13	290,175.19
2/26/2026	022626ach	Coastal Waste & Recycling, Inc.	waste collection		120.24	290,054.95
2/28/2026				26,250.70	59,902.93	290,054.95
3/1/2026		5174 Haven Management Solutions	District Managemen Services - March		3,583.34	286,471.61
3/2/2026		5176 Cooper Pools Inc	Pool Maintenance		3,230.00	283,241.61
3/2/2026		5175 Bay Paver Sealing & Cleaning Inc.	Pool Repair/Walkway/Pavers		12,550.00	270,691.61
3/2/2026		5177 RedTree Landscape Systems	Landscape Maint		14,085.25	256,606.36
3/2/2026	030226ach	Duke Energy	Summary Bill 1/3-2/2/26		12,538.56	244,067.80
3/4/2026		5179 Anchor Stone Management, LLC	Management Fees-Prorated 15/31 Days		1,733.87	242,333.93
3/4/2026		5178 Anchor Stone Management, LLC	Invoice for payroll		437.05	241,896.88
3/6/2026		5180 American Illuminations & Decor Inc	rgb track lighting		16,734.37	225,162.51
3/9/2026		5181 Steadfast Alliance	Mulch Installation		8,750.00	216,412.51
3/9/2026		5182 RedTree Landscape Systems	irrigation repairs		144.00	216,268.51
3/9/2026		5184 Haven Management Solutions	Payrol Billing 2/22-3/8/26		5,168.75	211,099.76
3/9/2026		5186 Kutak Rock LLP	General prof Legal services.		4,864.00	206,235.76
3/9/2026		5187 Kutak Rock LLP	General prof Legal services.		2,210.00	204,025.76
3/9/2026		5188 Kutak Rock LLP	General prof Legal services.		994.00	203,031.76
3/10/2026			Deposit	604.50		203,636.26
3/11/2026	031126ach1	Frontier	Phone and Internet 2/15-3/14/26		288.48	203,347.78
3/11/2026	031126ach2	Frontier	Phone and Internet 2/15-3/14/26		150.99	203,196.79
3/11/2026			Funds Transfer		2,000.00	201,196.79
3/12/2026			Deposit	737.48		201,934.27
3/12/2026			Deposit	12,270.05		214,204.32
3/13/2026	031326ach	Coastal Waste & Recycling, Inc.	Waste Collection		120.24	214,084.08
3/19/2026	031926ach	Florida Department of Revenue	sales tax feb 2026		29.25	214,054.83
3/20/2026	032026ach1	Engage PEO	BOS 2-5-26		757.10	213,297.73
3/20/2026		80 William Pellam	BOS MTG 3-20-26		184.70	213,113.03
3/20/2026		81 Darrell Thompson	BOS 3-20-26		184.70	212,928.33
3/20/2026	032026ach4	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		1,167.93	211,760.40
3/20/2026	032026ach7	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		172.88	211,587.52
3/23/2026		5189 Kutak Rock LLP	General prof Legal services.		442.50	211,145.02
3/23/2026		5190 Kutak Rock LLP	General prof Legal services.		2,210.00	208,935.02
3/23/2026		5191 Kutak Rock LLP	General prof Legal services.		885.00	208,050.02
3/24/2026		5193 Haven Management Solutions	Payrol Billing 3/8-3/21/26		4,768.75	203,281.27
3/26/2026		5194 Turner Pest Control LLC	pest control		104.50	203,176.77
3/31/2026				13,612.03	100,490.21	203,176.77
4/1/2026		5195 Haven Management Solutions	District Mgt April		3,583.34	199,593.43
4/2/2026		5196 Cooper Pools Inc	Pool Maintenance		3,200.00	196,393.43
4/2/2026	4/2/2026	Duke Energy	Summary Bill		12,008.18	184,385.25
4/3/2026	4/22/2026	Pasco County Utilities Services Branch	18981 Long lake ranch		191.64	184,193.61
4/7/2026		5198 GHS LLC	Aquatic Maintenance.		2,460.00	181,733.61
4/7/2026		5199 W.C. Sherrill and Company LLC	Surveying		950.00	180,783.61
4/7/2026		5200 RedTree Landscape Systems	Landscape Maint		14,085.25	166,698.36
4/7/2026		5201 RedTree Landscape Systems	tree work		4,125.00	162,573.36
4/8/2026		5197 Haven Management Solutions	Payroll Billing 3/22-4/4/26		4,768.75	157,804.61
4/8/2026			Funds Transfer		1,000.00	156,804.61
4/9/2026			Deposit	97.73		156,902.34

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4/9/2026			Deposit	7,723.94		164,626.28
4/9/2026			Deposit	29,016.36		193,642.64
4/9/2026	4/9/2026	Frontier	Phone and Internet		288.48	193,354.16
4/9/2026	4/9/2026	Frontier	Phone and Internet		150.99	193,203.17
4/12/2026		5203 Long Lake Ranch CDD C/O US BANK	Funds for DS Series 2014 May 1 2026 Payment		309,801.37	(116,598.20)
4/12/2026		5204 Long Lake Ranch CDD C/O US BANK	Funds for DS Series 2015 May 1 2026 Payment		229,940.66	(346,538.86)
4/12/2026		5205 Long Lake Ranch CDD C/O US BANK	Funds for DS Series 2016 May 1 2026 Payment		187,411.31	(533,950.17)
4/12/2026			Funds Transfer	727,153.34		193,203.17
4/13/2026	4/13/2026	Engage PEO	BOS 4-2-26		757.10	192,446.07
4/13/2026		83 Darrell Thompson	BOS 4-2-26		184.70	192,261.37
4/13/2026		82 William Pellan	BOS MTG April 26		184.70	192,076.67
4/17/2026	041726ACH	Cooper Pools Inc	Deposit-Pool Resurfacing		1,422.50	190,654.17
4/20/2026	042026ach	Florida Department of Revenue	sales tax april 2026		31.69	190,622.48
4/21/2026		5208 Haven Management Solutions			4,901.25	185,721.23
4/22/2026			Funds Transfer	100,000.00		285,721.23
4/22/2026	4/22/2026	Pasco County Utilities Services Branch	0 COMMUNITY CENTER		706.53	285,014.70
4/23/2026		5209 DCSI, Inc " Security & Sound"	Camera/DVR Service,		815.00	284,199.70
4/26/2026	042626ach	Coastal Waste & Recycling, Inc.	Reference: MONTHLY - WASTE COLLECTION		123.36	284,076.34
4/27/2026		5210 W.C. Sherrill and Company LLC	boundary lines		1,050.00	283,026.34
4/29/2026		5211 Cooper Pools Inc	remodeling/resurfacing		1,000.00	282,026.34
4/31/26				863,991.37	785,141.80	282,026.34
5/1/2026		5212 RedTree Landscape Systems	Landscape Maint		14,085.25	267,941.09
5/1/2026		5213 Blue Water Aquatics, Inc	Fountain Insp & Cleaning		950.00	266,991.09
5/1/2026		5214 Blue Water Aquatics, Inc	Fountain repair		884.83	266,106.26
5/1/2026		5215 Blue Water Aquatics, Inc	Fountain inspection		750.00	265,356.26
5/1/2026		5218 Haven Management Solutions	District Mgt svc - May		3,583.34	261,772.92
5/1/2026		5219 Haven Management Solutions	District Mgt svc - Jan		3,583.34	258,189.58
5/1/2026		5220 Haven Management Solutions	District Mgt Svc-Dec		1,843.88	256,345.70
5/1/2026	050126ach	Duke Energy	Summary Bill		12,284.27	244,061.43
5/4/2026		5221 Cooper Pools Inc	monthly commerical maint		3,200.00	240,861.43
5/4/2026		5222 Kutak Rock LLP	General prof Legal services.		1,867.50	238,993.93
5/4/2026		5225 GHS LLC	Aquatic Maintenance.		2,460.00	236,533.93
5/4/2026		5224 Turner Pest Control LLC	pest control		104.50	236,429.43
5/6/2026		5226 RedTree Landscape Systems	spring seasonal color		8,181.00	228,248.43
5/10/2026		5230 American Illuminations & Decor Inc	rgb track lighting		14,000.00	214,248.43
5/11/2026		5231 American Power Washing	pressure washing		30,000.00	184,248.43
5/11/2026	051126ach	Frontier	Phone and Internet		288.26	183,960.17
5/11/2026	051126ach2	Frontier	Phone and Internet		150.99	183,809.18
5/12/2026		5232 Haven Management Solutions	Payroll Billing 4/19-5/2/26		5,293.75	178,515.43
5/12/2026			Deposit	1,468.85		179,984.28
5/12/2026			Deposit	9,392.67		189,376.95
5/12/2026			Deposit	550.00		189,926.95
5/14/2026			Service Charge		50.00	189,876.95
5/16/2026		5233 GHS LLC	Aquatic Maintenance.		2,460.00	187,416.95
5/18/2026		5234 Pasco County Property Appraiser	Pasco County Property Appr		150.00	187,266.95
5/20/2026		5235 Haven Management Solutions	Payroll Billing 5/3-5/16/26		5,418.75	181,848.20
5/20/2026		5236 RedTree Landscape Systems	stump ginding		250.00	181,598.20
5/21/2026		5237 LLS Tax Solutions Inc.	Arbitrage Svcs		500.00	181,098.20
5/21/2026		5238 LLS Tax Solutions Inc.	Arbitrage Svcs		500.00	180,598.20
5/21/2026		5239 Turner Pest Control LLC	pest control		104.50	180,493.70
5/21/2026	052126ach	Pasco County Utilities Services Branch	0 Community Center		678.45	179,815.25
5/21/2026	052126ach1	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		163.50	179,651.75
5/22/2026	052226ach	Engage PEO	BOS 4-2-26		757.10	178,894.65
5/22/2026		84 William Pellan	BOS MTG		184.70	178,709.95
5/22/2026		85 Darrell Thompson	BOS MTG		184.70	178,525.25

Long Lake Ranch CDD
Check Register
FY2026

Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
5/25/2026	052526ach	Coastal Waste & Recycling, Inc.	Waste Collection		123.36	178,401.89
5/27/2026			Funds Transfer	100,000.00		278,401.89
5/31/2026				111,411.52	115,035.97	278,401.89
6/1/2026		5243 Cooper Pools Inc	monthly commerical maint		3,200.00	275,201.89
6/1/2026		5244 Kutak Rock LLP	General prof Legal services.		413.00	274,788.89
6/1/2026		5245 Kutak Rock LLP	General prof Legal services.		2,210.00	272,578.89
6/1/2026		5246 Kutak Rock LLP	General prof Legal services.		1,377.50	271,201.39
6/1/2026		5247 RedTree Landscape Systems	Landscape Maint		14,085.25	257,116.14
6/1/2026		5241 Haven Management Solutions	District Mgt-June		3,583.34	253,532.80
6/1/2026	060126ach	Duke Energy	Summary Bill		11,774.40	241,758.40
6/2/2026		5242 Haven Management Solutions	Payroll Billing 5/17-5/30/26		6,693.75	235,064.65
6/4/2026		5248 Don Harrison Enterprises LLC	Electrical Repair		440.00	234,624.65
6/4/2026	060426ach	Coastal Waste & Recycling, Inc.	Waste Collection		123.36	234,501.29
6/5/2026		5251 RedTree Landscape Systems	Irrigation repairs		364.65	234,136.64
6/5/2026		5252 Cooper Pools Inc	Final Inv-Pool Resurfacing		1,422.50	232,714.14
6/5/2026	060426ach1	Engage PEO	BOS 5-25-26		757.10	231,957.04
6/5/2026		86 William Pellan	BOS MTG 5-25-26		184.70	231,772.34
6/5/2026		87 Darrell Thompson	BOS MTG 5-25-26		184.70	231,587.64
6/7/2026		5253 DCSI, Inc " Security & Sound"	Camera/DVR Service,		256.99	231,330.65
6/7/2026		5254 GHS LLC	Aquatic Maintenance.		2,460.00	228,870.65
6/8/2026		5249 Florida Dept of Health in Pasco County	Pool Permits (2 Invoices)		560.00	228,310.65
6/8/2026		5250 RedTree Landscape Systems	3 invoices pd		1,564.91	226,745.74
6/8/2026	060826ach	Frontier	Phone and Internet		150.99	226,594.75
6/8/2026	060826ach1	Frontier	Phone and Internet		288.26	226,306.49
6/8/2026			Deposit	6,200.79		232,507.28
6/10/2026			Deposit	2,562.00		235,069.28
6/10/2026	061026ACH	Southstate Bank	Svc Chg-Checks		531.07	234,538.21
6/12/2026		5255 RedTree Landscape Systems	irrigation repairs		120.25	234,417.96
6/12/2026		5256 RedTree Landscape Systems	irrigation repairs		17,256.54	217,161.42
6/12/2026		5257 RedTree Landscape Systems	irrigation repairs		250.00	216,911.42
6/12/2026		5258 RedTree Landscape Systems	irrigation repairs		375.00	216,536.42
6/12/2026		5259 RedTree Landscape Systems	stump grinding		800.00	215,736.42
6/12/2026			Transfer To Debit Card		2,000.00	213,736.42
6/15/2026			Deposit	12,735.70		226,472.12
6/16/2026		5260 Haven Management Solutions	Payroll Billing 5/31-6/13/26		5,693.75	220,778.37
6/18/2026	061826ach	Engage PEO	BOS 6.4.26		757.10	220,021.27
6/18/2026		88 William Pellan	BOS MTG 6.4.26		184.70	219,836.57
6/18/2026		89 Darrell Thompson	BOS MTG 6.4.26		184.70	219,651.87
6/19/2026	061926ach	Pasco County Utilities Services Branch	0 Community Center		444.45	219,207.42
6/19/2026	061926ach1	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		360.48	218,846.94
6/19/2026	061926ach11	Florida Department of Revenue	sales tax		38.50	218,808.44
6/24/2026		5261 Advanced Drainage Solutions	Repair Miltered		3,300.00	215,508.44
6/24/2026		5262 Advanced Drainage Solutions	pond bank stabilization		3,425.00	212,083.44
6/24/2026		5263 Berger, Toombs, Elam, Gaines & Frank	audit services		3,700.00	208,383.44
6/26/2026		5264 RedTree Landscape Systems	tree work		4,400.00	203,983.44
6/29/2026		5265 Turner Pest Control LLC	pest control		104.50	203,878.94
6/29/2026		5266 RedTree Landscape Systems	seasonal flowers		8,181.00	195,697.94
6/30/2026		5267 Haven Management Solutions	Payroll Billing 6/14-6/28/26		5,306.25	190,391.69
6/30/2026				21,498.49	109,508.69	190,391.69
7/1/2026		5268 Haven Management Solutions	District Mgt Svc-July		3,583.34	186,808.35
7/1/2026	7/1/2026	DynamicMedia	Sirius Subscription 7/2/26-7/2/27		371.40	186,436.95
7/2/2026		5269 Cooper Pools Inc	monthly commerical maint		3,200.00	183,236.95
7/2/2026		5270 Cooper Pools Inc	Resurfacing		59,585.40	123,651.55
7/2/2026	070226ach	Duke Energy	Summary Bill		11,369.67	112,281.88
7/5/2026		5271 RedTree Landscape Systems	Landscape Maint		14,085.25	98,196.63

Long Lake Ranch CDD
Check Register
FY2026

Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
7/5/2026		5272 DCSI, Inc " Security & Sound"	gate svc		217.50	97,979.13
7/5/2026		5273 Kutak Rock LLP	General prof Legal services.		2,210.00	95,769.13
7/5/2026		5274 Kutak Rock LLP	General prof Legal services.		1,728.43	94,040.70
7/9/2026		5275 RedTree Landscape Systems	Irrigation repair		59.13	93,981.57
7/9/2026		5276 Kutak Rock LLP	General prof Legal services.		3,258.50	90,723.07
7/10/2026	071026ach	Frontier	Phone and Internet 6/15-7/14/26		288.26	90,434.81
7/10/2026	071026ach2	Frontier	Phone and Internet 6/15-7/14/26		150.99	90,283.82
7/10/2026	071026ach3	Engage PEO	BOS 6.4.26		757.10	89,526.72
7/10/2026		90 William Pellan	BOS MTG		184.70	89,342.02
7/10/2026		91 Darrell Thompson	BOS MTG		184.70	89,157.32
7/10/2026			Deposit	2,346.00		91,503.32
7/12/2026		5277 GHS LLC	Aquatic Maintenance.		2,460.00	89,043.32
7/17/2026		5278 Haven Management Solutions	Payroll Billing 6/29-7/12/26		5,993.75	83,049.57
7/17/2026		5279 Haven Management Solutions	Reimbursement for Legal Ad		1,334.00	81,715.57
7/17/2026		5281 Business Observer	Meeting		80.94	81,634.63
7/17/2026			Deposit	215.05		81,849.68
7/19/2026		5280 DCSI, Inc " Security & Sound"	gate svc		330.99	81,518.69
7/19/2026	071926ac	Florida Department of Revenue	sales tax		162.37	81,356.32
7/20/2026	072026ach1	Pasco County Utilities Services Branch	0 Community Center		280.97	81,075.35
7/20/2026	072026ach2	Pasco County Utilities Services Branch	18981 LONG LAKE RANCH		182.26	80,893.09
7/21/2026			Funds Transfer	100,000.00		180,893.09
7/22/2026		5282 RedTree Landscape Systems	irrigation repair		17,256.64	163,636.45
7/22/2026		5284 Cooper Pools Inc	Repairs/Maint		1,200.00	162,436.45
7/25/2026	072526ach	Coastal Waste & Recycling, Inc.	Waste Collection		123.36	162,313.09
7/29/2026		5285 Haven Management Solutions	Payroll Billing 7/13-7/26/26		5,268.75	157,044.34
7/29/2026		5286 Haven Management Solutions	Reimb for Legal Adv		289.60	156,754.74
7/31/2026		5287 RedTree Landscape Systems	Irrigation Repairs		891.00	155,863.74
7/31/2026	073126ach	Florida Dept of Health in Pasco County	Pool Permit 2025		305.35	155,558.39
7/31/2026				102,561.05	137,394.35	155,558.39

EXHIBIT 20

[RETURN TO AGENDA](#)

7:23 PM

08/26/26

Accrual Basis

Long Lake Ranch CDD

Transactions by Account

As of July 31, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1. General Fund							190,391.69
Bill Pmt -...	07/01/2026	5268	Haven Manageme...	District Mgt Svc-July		3,583.34	186,808.35
Bill Pmt -...	07/01/2026	7/1/26	DynamicMedia	Sirius Subscription 7/2/26-7/2/27		371.40	186,436.95
Bill Pmt -...	07/02/2026	5269	Cooper Pools Inc	monthly commerical maint		3,200.00	183,236.95
Bill Pmt -...	07/02/2026	5270	Cooper Pools Inc	Resurfacing		59,585.40	123,651.55
Bill Pmt -...	07/02/2026	07022...	Duke Energy	Summary Bill		11,369.67	112,281.88
Bill Pmt -...	07/05/2026	5271	RedTree Landscap...	Landscape Maint		14,085.25	98,196.63
Bill Pmt -...	07/05/2026	5272	DCSI, Inc " Securi...	gate svc		217.50	97,979.13
Bill Pmt -...	07/05/2026	5273	Kutak Rock LLP	General prof Legal services.		2,210.00	95,769.13
Bill Pmt -...	07/05/2026	5274	Kutak Rock LLP	General prof Legal services.		1,728.43	94,040.70
Bill Pmt -...	07/09/2026	5275	RedTree Landscap...	Irrigation repair		59.13	93,981.57
Bill Pmt -...	07/09/2026	5276	Kutak Rock LLP	General prof Legal services.		3,258.50	90,723.07
Bill Pmt -...	07/10/2026	07102...	Frontier	Phone and Internet 6/15-7/14/26		288.26	90,434.81
Bill Pmt -...	07/10/2026	07102...	Frontier	Phone and Internet 6/15-7/14/26		150.99	90,283.82
Bill Pmt -...	07/10/2026	07102...	Engage PEO	BOS 6.4.26		757.10	89,526.72
Bill Pmt -...	07/10/2026	90	William Pellan	BOS MTG		184.70	89,342.02
Bill Pmt -...	07/10/2026	91	Darrell Thompson	BOS MTG		184.70	89,157.32
Deposit	07/10/2026			Deposit	2,346.00		91,503.32
Bill Pmt -...	07/12/2026	5277	GHS LLC	Aquatic Maintenance.		2,460.00	89,043.32
Bill Pmt -...	07/17/2026	5278	Haven Manageme...	Payroll Billing 6/29-7/12/26		5,993.75	83,049.57
Bill Pmt -...	07/17/2026	5279	Haven Manageme...	Reimbursement for Legal Ad		1,334.00	81,715.57
Bill Pmt -...	07/17/2026	5281	Business Observer	Meeting		80.94	81,634.63
Deposit	07/17/2026			Deposit	215.05		81,849.68
Bill Pmt -...	07/19/2026	5280	DCSI, Inc " Securi...	gate svc		330.99	81,518.69
Bill Pmt -...	07/19/2026	07192...	Florida Departmen...	sales tax		162.37	81,356.32
Bill Pmt -...	07/20/2026	07202...	Pasco County Utili...	0 Community Center		280.97	81,075.35
Bill Pmt -...	07/20/2026	07202...	Pasco County Utili...	18981 LONG LAKE RANCH		182.26	80,893.09
Transfer	07/21/2026			Funds Transfer	100,000.00		180,893.09
Bill Pmt -...	07/22/2026	5282	RedTree Landscap...	irrigation repair		17,256.64	163,636.45
Bill Pmt -...	07/22/2026	5284	Cooper Pools Inc	Repairs/Maint		1,200.00	162,436.45
Bill Pmt -...	07/25/2026	07252...	Coastal Waste & ...	Waste Collection		123.36	162,313.09
Bill Pmt -...	07/29/2026	5285	Haven Manageme...	Payroll Billing 7/13-7/26/26		5,268.75	157,044.34
Bill Pmt -...	07/29/2026	5286	Haven Manageme...	Reimb for Legal Adv		289.60	156,754.74
Bill Pmt -...	07/31/2026	5287	RedTree Landscap...	Irrigation Repairs		891.00	155,863.74
Bill Pmt -...	07/31/2026	07312...	Florida Dept of He...	Pool Permit 2025		305.35	155,558.39
Total 1. General Fund					102,561.05	137,394.35	155,558.39
TOTAL					102,561.05	137,394.35	155,558.39

Haven Management Solutions

255 Primera Blvd
Suite 160
Lake Mary, FL 32746

Invoice

Date	Invoice #
7/1/2026	81

Bill To
Long Lake Ranch CDD 255 Primera Blvd, Suite 160 Lake Mary, FL 32746

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Accounting Services - July	833.33	833.33
	Administrative Services - July	416.67	416.67
	Assessment Roll - July	416.67	416.67
	Dissemination Services - July	250.00	250.00
	Field Services - July	416.67	416.67
	Management Services - July	1,250.00	1,250.00
		Total	\$3,583.34



INVOICE Type: RECURRING			
Account Number	Date	Order Number	PO Number
62301	7/1/2026	1911409	-----

Long Lake Ranch
Austin Comings
US

REMIT TO
Dynamic Media
38283 Mound Road
Sterling Heights, MI 48310
US
586-978-4214
M-F 9AM-6PM ET

SALESPERSON
Customer Service

PAYMENT TERMS
Due upon receipt

Number	Name	Site Reference
--------	------	----------------

0001	Long Lake Ranch 19037 Long Lake Ranch Blvd, Lutz, FL 33558	
------	---	--

Radio ID	Radio Description	Price
ED51D9	SiriusXM SXBR3 Music for Business Player (Upgrade Promo) SXM Annual Streaming Service - Primary 07/2026 - 07/2027	\$371.40
	Site Subtotal	\$371.40
	Site Tax	\$0.00
	Site Total	\$371.40

Account Outstanding Balances			
0-30	31-60	61-90	> 90
\$0.00	\$0.00	\$0.00	\$0.00

SUBTOTAL	\$371.40
SHIPPING	\$0.00
TAX	\$0.00
TOTAL	\$371.40
PAYMENTS	\$371.40
BALANCE	\$0.00

INVOICE

Cooper Pools Inc CPC1459240
4850 Allen Rd PMB 13
Zephyrhills, FL 33541-3551

info@cooperpoolsinc.com
+1 (844) 766-5256



Cleaning Commercial Acct:Haven Management Solutions:Long Lake Ranch CDD

Bill to

Long Lake Ranch CDD
255 Primera Boulevard, Suite 160,
Lake Mary, FL 32746

Ship to

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558

Invoice details

Invoice no.: 2026-1586
Terms: Net 30
Invoice date: 07/01/2026
Due date: 07/31/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Monthly Commercial Maintenance	Monthly Commercial Maintenance July 2026	1	\$3,200.00	\$3,200.00

Total

\$3,200.00

Ways to pay



[View and pay](#)



Cooper Pools

844-766-5256

4740B Allen Rd PMB
Zephyrhills, FL 33541

www.cooperpoolsinc.com

EIN 27-1602937
License # CPC1459240

AP
Long Lake Ranch
19037 Long Lake Ranch Boulevard
Lutz FL 33558

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/31/2026	\$59,585.40	07/01/2026

INVOICE NO. 907 - DEPOSIT

Order No.:
Quote No.: 364
Job No.: 1444
Site Address: 19037 Long Lake Ranch
Boulevard
Lutz FL 33558

Commercial Remodeling / Resurfacing Income

Item	Quantity	Unit Price	Total
Pool Draining complete pool draining prior to chip out operations Included in base lump sum	1.00	\$2,964.00	\$2,964.00
Pool Interior - mechanical chip out to solid subbase. Mechanical removal of all existing plaster down to solid concrete subbase , includes up to 2 layers. High pressure water blasting , mechanical chipping and grinding as needed Professional equipment and experienced crews . Fast Mobilization	1.00	\$19,923.12	\$19,923.12
Full Debris removal, loading and disposal. All demolished plaster materials loaded and hauled via on site dumpsters, no trailers used. Clean and controlled work practices maintained throughout	1.00	\$13,282.08	\$13,282.08
3rd layer of plaster removal -confirmed present 3rd layer of existing plaster has been confirmed onsite. Per the original estimate terms each additional layer beyond the base 2 layer scope is billed 3.00\$ per sq ft This layer is included in the contract lump sum	1.00	\$14,230.80	\$14,230.80
Commercial Pool Surface Prep	1.00	\$1,800.00	\$1,800.00
Commercial Pool Bond Coat	6.00	\$76.80	\$460.80
Commercial Cap Tile	1.00	\$8,800.00	\$8,800.00
Commercial Labor / Install	1.00	\$6,000.00	\$6,000.00
Commercial New Pool Surface	1.00	\$44,800.00	\$44,800.00
Commercial Scum Gutter Receivers	18.00	\$125.00	\$2,250.00
Floor returns	12.00	\$55.00	\$660.00
Commercial Main Drain Replacement	1.00	\$250.00	\$250.00
Commercial Chemical Start Up	28.00	\$125.00	\$3,500.00
Administrative Fee: Permitting	1.00	\$250.00	\$250.00
Pool Surface: warranty 5 years -	1.00	\$0.00	\$0.00
Tile and Labor warranty 2 years			
Sub-Total ex Tax			\$119,170.80
Tax			\$0.00
Total			\$119,170.80
Deposit Amount (50.00%)			\$59,585.40
Amount Remaining (50.00%)			\$59,585.40



Cooper Pools

844-766-5256

4740B Allen Rd PMB
Zephyrhills, FL 33541

www.cooperpoolsinc.com

EIN 27-1602937
License # CPC1459240

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/31/2026	\$59,585.40	07/01/2026

INVOICE NO. 907 - DEPOSIT

Sub-Total ex Tax	\$59,585.40
Tax	\$0.00
Total inc Tax	\$59,585.40
Amount Applied	\$0.00
Balance Due	\$59,585.40

How To Pay



Credit Card (MasterCard or Visa)

Pay Online cooperpoolsinc.simprosuite.com/payment/

Please call 844-766-5256 to pay over the phone.

Direct Deposit

Bank **PNC Bank**
Acc. Name **6768**
Routing Number **267084199**
Acc. No. **1241206768**

INVOICE NO. 907

DUE DATE: 07/31/2026 **AMOUNT DUE:** \$59,585.40



4740B Allen Rd PMB
Zephyrhills, FL 33541

www.cooperpoolsinc.com

EIN 27-1602937
License # CPC1459240

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/31/2026	\$59,585.40	07/01/2026

INVOICE NO. 907 - DEPOSIT

Original Contract					
Description	Total Value	Current		To Date	
		%	\$	%	\$
Commercial Remodeling / Resurfacing Income	\$119,170.80	50.00	\$59,585.40	50.00	\$59,585.40
Total	\$119,170.80	50.00	\$59,585.40	50.00	\$59,585.40

Claim Breakdown (Amount including Tax)				
Date	Invoice No.	Claimed	Paid	Amount Outstanding
07/01/2026	907	\$59,585.40	\$0.00	\$59,585.40
Total		\$59,585.40	\$0.00	\$59,585.40

Contract Summary	
Claim to Date	\$59,585.40
Remaining Claim Balance	\$59,585.40



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877.372.8477

Your Summary Bill

Page 1 of 12

LONG LAKE RANCH COMM DEV DIS

Bill date Jun 9, 2026
For service May 2 - Jun 1
31 days

Collective account number **9300 0001 2497**

Billing summary

Previous Amount Due	\$11,774.40
Payment Received Jun 01	-11,774.40
Current Electric Charges	3,187.51
Current Lighting Charges	8,220.35
Taxes	115.81
Total Amount Due Jun 30	\$11,523.67

If you have questions, you can reach us at collectivebillingdef@duke-energy.com.

credit applied
after bill generated.
total w/drain from
act: 11369.47
per act / auto
draft

Billing summary by account

Account Number	Service Address	Totals
910089675911	1023 SUNLAKE BLVD MONUMENT LUTZ FL 33558	30.80
910089651666	18981 LONG LAKE RANCH BLVD LUTZ FL 33558	102.23
910089634607	2091 SERENOA DR LUTZ FL 33558	30.80
910089632754	18864 ROSEATE DR MAIL KIOSK LUTZ FL 33558	30.80
910089626839	18977 LONG LAKE RANCH BLVD LUTZ FL 33558	30.80
910089624358	1642 SUNLAKE BLVD LUTZ FL 33558	30.80

Duke stated they
over charged for
1223 Sunlake Blvd
Imigation -
they credited it
back on this bill
\$154.00

Late payments are subject to a 1.0% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail
PO Box 1090
Charlotte, NC 28201-1090

Collective account number
9300 0001 2497

Amount of automatic draft

\$11,523.67
by Jun 30

After 90 days from bill date, a
late charge will apply.

LONG LAKE RANCH COMM DEV DIS
ANCHOR STONE MANAGEMENT, LLC
255 PRIMERA BLVD STE 160
LAKE MARY FL 32746-2168

Duke Energy Payment Processing
PO Box 1094
Charlotte, NC 28201-1094

88930000012497000660000000000000115236700011523678

We're here for you

Report an emergency

Electric outage duke-energy.com/outages
800.228.8485

Convenient ways to pay your bill

Online duke-energy.com/billing
Automatically from your bank account duke-energy.com/automatic-draft
Speedpay (fee applies) duke-energy.com/pay-now
800.700.8744
By mail payable to Duke Energy P.O. Box 1094
Charlotte, NC 28201-1094
In person duke-energy.com/location

Help managing your account (not applicable for all customers)

Register for free paperless billing duke-energy.com/paperless
Home duke-energy.com/manage-home
Business duke-energy.com/manage-bus

General questions or concerns

Online duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477
For hearing impaired TDD/TTY 711
International 1.407.629.1010

Call before you dig

Call 800.432.4770 or 811

Check utility rates

Check rates and charges duke-energy.com/rates

Correspond with Duke Energy (not for payment)

P.O. Box 14042
St Petersburg, FL 33733

Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection.

Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit duke-energy.com/home/billing/special-assistance/medically-essential.

Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.

Account Number	Service Address	Totals
910089609549	19279 LONG LAKE RANCH BLVD LUTZ FL 33558	76.97
910089595996	O SUNLAKE BLVD LUTZ FL 33558	1,622.52
910089562682	0000 NATURE VIEW DR LUTZ FL 33558	3,148.22
910089550951	18956 BEAUTYBERRY CT LUTZ FL 33558	30.80
910089522353	18402 ROSEATE DR FOUNTAIN LUTZ FL 33558	318.08
910089507594	1906 NATURE VIEW DR LUTZ FL 33558	65.34
910089489193	19042 LONG LAKE RANCH BLVD LUTZ FL 33558	422.56
910089480623	1180 SUNLAKE BLVD LUTZ FL 33558	30.80
910089467759	2065 SERENOA DR MAIL KIOSK LUTZ FL 33558	30.80
910089458097	2137 SERENOA DR LUTZ FL 33558	30.80
910089450213	2144 SUNLAKE BLVD LUTZ FL 33558	30.80
910089442966	0000 SUNLAKE BLVD LUTZ FL 33558	3,133.53
910089428893	2444 SUNLAKE BLVD LUTZ FL 33558	33.21
910089421482	19037 LONG LAKE RANCH BLVD LUTZ FL 33558	1,222.02
910089421424	18889 LONG LAKE RANCH BLVD LUTZ FL 33558	30.80
910089385386	2042 LAKE WATERS PL LUTZ FL 33558	497.33
910089383110	19080 NIGHTSHADE DR LUTZ FL 33558	30.80
910089376674	1916 SUNLAKE BLVD *FOUNTAIN LUTZ FL 33558	103.21



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Account number **9300 0001 2497**

Account Number	Service Address	Totals
910089365879	18888 LONG LAKE RANCH BLVD LUTZ FL 33558	30.80
910089359227	1223 SUNLAKE BLVD IRRIG LUTZ FL 33558	30.80
910084355645	000 SUNLAKE BLVD LITE LONG LAKE RCH V4 SL LUTZ FL 33558	347.25
	Total Charges	\$11,523.67



Billing details

Account Information	Billing Details			Amounts
910089675911 LONG LAKE RANCH COMM DEV DIS 1023 SUNLAKE BLVD MONUMENT LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 4513470	Energy Charge	4.72	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.89	
	Present Read: 3455	Asset Securitization Charge	0.10	
	Previous Read: 3406	Minimum Bill Adjustment	5.28	\$0.80
	Billed Usage: 49			
	Billed kWh 49.000			
		Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	\$30.80
		Total		
910089651666 LONG LAKE RANCH COMM DEV DIS 18981 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$99.58
	Meter Number: 1049037	Energy Charge	57.37	
	Bill Period: May 02 - Jun 01	Fuel Charge	23.04	
	Present Read: 111487	Asset Securitization Charge	1.16	
	Previous Read: 110890			\$2.65
	Billed Usage: 597			
	Billed kWh 597.000			
		Regulatory Assessment Fee	0.09	
		Gross Receipts Tax	2.56	\$102.23
		Total		
910089634607 LONG LAKE RANCH COMM DEV DIS 2091 SERENOA DR LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 8246384	Energy Charge	4.14	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.66	
	Present Read: 2398	Asset Securitization Charge	0.08	
	Previous Read: 2355	Minimum Bill Adjustment	6.11	\$0.80
	Billed Usage: 43			
	Billed kWh 43.000			
		Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	\$30.80
		Total		
910089632754 LONG LAKE RANCH COMM DEV DIS 18864 ROSEATE DR MAIL KIOSK LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 3410166	Energy Charge	1.64	
	Bill Period: May 02 - Jun 01	Fuel Charge	0.66	
	Present Read: 1788	Asset Securitization Charge	0.03	
	Previous Read: 1771	Minimum Bill Adjustment	9.66	\$0.80
	Billed Usage: 17			
	Billed kWh 17.000			
		Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	\$30.80
		Total		
910089626839 LONG LAKE RANCH COMM DEV DIS 18977 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 4463323	Energy Charge	2.69	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.08	



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Billing details - continued

Account Information	Billing Details			Amounts
	Present Read:	1222	Asset Securitization Charge	0.05
	Previous Read:	1194	Minimum Bill Adjustment	8.17
	Billed Usage:	28		
	Billed kWh	28.000		
			Regulatory Assessment Fee	0.03
			Gross Receipts Tax	0.77
			Total	\$30.80
910089624358 LONG LAKE RANCH COMM DEV DIS 1642 SUNLAKE BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	915209	Energy Charge	7.31
	Bill Period:	May 02 - Jun 01	Fuel Charge	2.93
	Present Read:	3059	Asset Securitization Charge	0.15
	Previous Read:	2983	Minimum Bill Adjustment	1.60
	Billed Usage:	76		
	Billed kWh	76.000		
			Regulatory Assessment Fee	0.03
			Gross Receipts Tax	0.77
			Total	\$30.80
910089609549 LONG LAKE RANCH COMM DEV DIS 19279 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	4465473	Energy Charge	40.07
	Bill Period:	May 02 - Jun 01	Fuel Charge	16.09
	Present Read:	117830	Asset Securitization Charge	0.81
	Previous Read:	117413		
	Billed Usage:	417		
	Billed kWh	417.000		
			Regulatory Assessment Fee	0.07
			Gross Receipts Tax	1.92
			Total	\$76.97
910089595996 LONG LAKE RANCH COMM DEV DIS 0 SUNLAKE BLVD LUTZ FL 33558	Lighting Service Company Owned/ Maintained (LS-1)		Customer Charge	1.93
	Bill Period:	May 02 - Jun 01	Energy Charge	93.06
			Fuel Charge	83.54
	54W MITCH LED PT CLR	38	Asset Securitization Charge	1.20
	50 MTCH III 3K F	19	50 MTCH III 3K F	21.44
	SV FLAGLER ACR 9500L	2,156	54W MITCH LED PT CLR	33.96
			SV FLAGLER ACR 9500L	700.48
			SV FLAGLER ACR 9500L	126.28
			54W MITCH LED PT CLR	4.08
			50 MTCH III 3K F	2.04
			16 DEC CNCRT W/DEC BS/ WSHNGTN	548.49
			Regulatory Assessment Fee	1.41
			Gross Receipts Tax	4.61
			Total	\$1,622.52
910089562682 LONG LAKE RANCH COMM DEV DIS	Lighting Service Company Owned/ Maintained (LS-1)		Customer Charge	1.93
			Energy Charge	194.70
				\$3,135.89



Billing details - continued

Account Information	Billing Details			Amounts
0000 NATURE VIEW DR LUTZ FL 33558	Bill Period:	May 02 - Jun 01	Fuel Charge	174.78
			Asset Securitization Charge	2.50
	49W TRADITIONAL LED	17	49W TRADITIONAL LED	6.95
	54W MITCH LED PT CLR	133	213W LED SHBX BNZIII	14.42
			54W MITCH LED PT CLR	118.86
	54W MITCH LED TOPHAT	38	54W MITCH LED TOPHAT	33.96
			50 MTCH III 3K F	128.64
	50 MTCH III 3K F	114	50 MTCH III 3K TH	21.44
	50 MTCHR V 3K RBM	19	50MTCHTR III3K THRBM	33.96
	50 MTCH III 3K TH	19	50 MTCHR V 3K RBM	16.98
	50MTCHTR III3K THRBM	38	SV FLAGLER ACR 9500L	971.12
			SV DRC27500	132.00
	213W LED SHBX BNZIII	75	49W TRADITIONAL LED	2.04
	SV DRC27500	1,188	SV DRC27500	31.79
	SV FLAGLER ACR 9500L	2,989	SV FLAGLER ACR 9500L	175.07
			213W LED SHBX BNZIII	2.04
			54W MITCH LED PT CLR	14.28
			54W MITCH LED TOPHAT	4.08
			50 MTCH III 3K F	12.24
			50 MTCH III 3K TH	2.04
			50MTCHTR III3K THRBM	4.08
			50 MTCHR V 3K RBM	2.04
			16 DEC CNCRT W/DEC BS/ WSHNGTN	945.27
			35 TT CNCRT/N-FLD MOUNT/1-4FIX	88.68
			Regulatory Assessment Fee	2.73
			Gross Receipts Tax	9.60
			Total	\$3,148.22
910089550951 LONG LAKE RANCH COMM DEV DIS 18956 BEAUTYBERRY CT LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	8246383	Energy Charge	3.94
	Bill Period:	May 02 - Jun 01	Fuel Charge	1.58
	Present Read:	1971	Asset Securitization Charge	0.08
	Previous Read:	1930	Minimum Bill Adjustment	6.39
	Billed Usage:	41		
	Billed kWh	41.000		
			Regulatory Assessment Fee	0.03
			Gross Receipts Tax	0.77
			Total	\$30.80
910089522353 LONG LAKE RANCH COMM DEV DIS 18402 ROSEATE DR FOUNTAIN LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	1049785	Energy Charge	205.25
	Bill Period:	May 02 - Jun 01	Fuel Charge	82.43
	Present Read:	134002	Asset Securitization Charge	4.17
	Previous Read:	131866		
	Billed Usage:	2136		
	Billed kWh	2136.000		
				\$309.86



Billing details - continued

Account Information	Billing Details		Amounts
	Regulatory Assessment Fee		0.27
	Gross Receipts Tax		7.95
	Total		\$8.22
910089507594 LONG LAKE RANCH COMM DEV DIS 1906 NATURE VIEW DR LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01
	Meter Number: 4451364	Energy Charge	32.10
	Bill Period: May 02 - Jun 01	Fuel Charge	12.89
	Present Read: 110368	Asset Securitization Charge	0.65
	Previous Read: 110034		
	Billed Usage: 334		
	Billed kWh 334.000		
	Regulatory Assessment Fee		0.06
	Gross Receipts Tax		1.63
	Total		\$63.65
910089489193 LONG LAKE RANCH COMM DEV DIS 19042 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01
	Meter Number: 2778290	Energy Charge	276.83
	Bill Period: May 02 - Jun 01	Fuel Charge	111.18
	Present Read: 145232	Asset Securitization Charge	5.62
	Previous Read: 142351		
	Billed Usage: 2881		
	Billed kWh 2881.000		
	Regulatory Assessment Fee		0.36
	Gross Receipts Tax		10.56
	Total		\$411.64
910089480623 LONG LAKE RANCH COMM DEV DIS 1180 SUNLAKE BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01
	Meter Number: 8263689	Energy Charge	4.31
	Bill Period: May 02 - Jun 01	Fuel Charge	1.74
	Present Read: 2292	Asset Securitization Charge	0.09
	Previous Read: 2247	Minimum Bill Adjustment	5.85
	Billed Usage: 45		
	Billed kWh 45.000		
	Regulatory Assessment Fee		0.03
	Gross Receipts Tax		0.77
	Total		\$30.00
910089467759 LONG LAKE RANCH COMM DEV DIS 2065 SERENOA DR MAIL KIOSK LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01
	Meter Number: 8246382	Energy Charge	6.44
	Bill Period: May 02 - Jun 01	Fuel Charge	2.59
	Present Read: 2418	Asset Securitization Charge	0.13
	Previous Read: 2351	Minimum Bill Adjustment	2.83
	Billed Usage: 67		
	Billed kWh 67.000		
	Regulatory Assessment Fee		0.03
	Gross Receipts Tax		0.77
	Total		\$30.80



Billing details - continued

Account Information	Billing Details			Amounts
910089458097 LONG LAKE RANCH COMM DEV DIS 2137 SERENOA DR LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 4470114	Energy Charge	3.45	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.39	
	Present Read: 2140	Asset Securitization Charge	0.07	
910089450213 LONG LAKE RANCH COMM DEV DIS 2144 SUNLAKE BLVD LUTZ FL 33558	Previous Read: 2104	Minimum Bill Adjustment	7.08	\$30.00
	Billed Usage: 36			
	Billed kWh 36.000			
		Regulatory Assessment Fee	0.03	\$0.80
		Gross Receipts Tax	0.77	
		Total		
910089442966 LONG LAKE RANCH COMM DEV DIS 0000 SUNLAKE BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 4522761	Energy Charge	3.35	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.35	
	Present Read: 1981	Asset Securitization Charge	0.07	
	Previous Read: 1946	Minimum Bill Adjustment	7.22	\$0.80
	Billed Usage: 35			
	Billed kWh 35.000			
		Regulatory Assessment Fee	0.03	\$0.80
		Gross Receipts Tax	0.77	
		Total		
910089428893 LONG LAKE RANCH COMM DEV DIS	Lighting Service Company Owned/ Maintained (LS-1)	Customer Charge	1.93	\$32.35
	Bill Period: May 02 - Jun 01	Energy Charge	177.32	
	50 OTRAD BLK III 3K 17	Fuel Charge	159.19	
	54W MITCH LED PT 57	Asset Securitization Charge	2.28	
	CLR	50 OTRAD BLK III 3K	8.32	\$3,122.07
	50 MTCH III 3K F 19	50 MTCH III 3K TH	21.44	
	50 MTCHR III 3K RBM 38	50 MTCHR III 3K RBM	33.96	
	50 MTCH III 3K TH 19	50 MTCH III 3K F	21.44	
	SV FLAGLER ACR 4,067	54W MITCH LED PT CLR	50.94	\$3,122.07
	9500L	SV FLAGLER ACR 9500L	1,321.36	
		50 OTRAD BLK III 3K	2.04	
		50 MTCH III 3K TH	2.04	
		50 MTCHR III 3K RBM	4.08	\$11.46
		50 MTCH III 3K F	2.04	
		54W MITCH LED PT CLR	6.12	
		SV FLAGLER ACR 9500L	238.21	
		35 TT CNCRT/N-FLD	7.39	\$3,133.53
		MOUNT/1-4FIX		
		16 DEC CNCRT W/DEC BS/ WSHNGTN	1,061.97	
		Regulatory Assessment Fee	2.72	\$3,133.53
		Gross Receipts Tax	8.74	
		Total		



Billing details - continued

Account Information	Billing Details			Amounts
2444 SUNLAKE BLVD LUTZ FL 33558	Meter Number:	4465449	Energy Charge	10.09
	Bill Period:	May 02 - Jun 01	Fuel Charge	4.05
	Present Read:	6147	Asset Securitization Charge	0.20
	Previous Read:	6042		
	Billed Usage:	105		
	Billed kWh	105.000		
			Regulatory Assessment Fee	0.03
			Gross Receipts Tax	0.83
			Total	\$33.21
910089421482 LONG LAKE RANCH COMM DEV DIS 19037 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	222519	Energy Charge	824.55
	Bill Period:	May 02 - Jun 01	Fuel Charge	331.14
	Present Read:	579808	Asset Securitization Charge	16.73
	Previous Read:	571227		
	Billed Usage:	8581		
	Billed kWh	8581.000		
			Regulatory Assessment Fee	1.04
			Gross Receipts Tax	30.55
			Total	\$1,222.02
910089421424 LONG LAKE RANCH COMM DEV DIS 18889 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	915370	Energy Charge	4.43
	Bill Period:	May 02 - Jun 01	Fuel Charge	1.78
	Present Read:	2216	Asset Securitization Charge	0.09
	Previous Read:	2170	Minimum Bill Adjustment	5.69
	Billed Usage:	46		
	Billed kWh	46.000		
			Regulatory Assessment Fee	0.03
			Gross Receipts Tax	0.77
			Total	\$30.80
910089385386 LONG LAKE RANCH COMM DEV DIS 2042 LAKE WATERS PL LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	5407312	Energy Charge	328.06
	Bill Period:	May 02 - Jun 01	Fuel Charge	131.75
	Present Read:	391010	Asset Securitization Charge	6.66
	Previous Read:	387596		
	Billed Usage:	3414		
	Billed kWh	3414.000		
			Regulatory Assessment Fee	0.42
			Gross Receipts Tax	12.43
			Total	\$497.33
910089383110 LONG LAKE RANCH COMM DEV DIS 19080 NIGHTSHADE DR LUTZ FL 33558	General Service Non-Demand Sec (GS-1)		Customer Charge	18.01
	Meter Number:	2778178	Energy Charge	6.83
	Bill Period:	May 02 - Jun 01	Fuel Charge	2.74
	Present Read:	53915	Asset Securitization Charge	0.14
	Previous Read:	53844	Minimum Bill Adjustment	2.28



Billing details - continued

Account Information	Billing Details			Amounts
	Billed Usage:	71		\$0.80
	Billed kWh	71.000		
		Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	
		Total		\$30.80
910089376674 LONG LAKE RANCH COMM DEV DIS 1916 SUNLAKE BLVD *FOUNTAIN LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$100.54
	Meter Number: 1015813	Energy Charge	58.04	
	Bill Period: May 02 - Jun 01	Fuel Charge	23.31	
	Present Read: 341828	Asset Securitization Charge	1.18	
	Previous Read: 341224			
	Billed Usage: 604			\$2.67
	Billed kWh 604.000	Regulatory Assessment Fee	0.09	
		Gross Receipts Tax	2.58	
		Total		\$103.21
910089365879 LONG LAKE RANCH COMM DEV DIS 18888 LONG LAKE RANCH BLVD LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 915368	Energy Charge	3.94	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.58	
	Present Read: 1930	Asset Securitization Charge	0.08	
	Previous Read: 1889	Minimum Bill Adjustment	6.39	
	Billed Usage: 41			\$0.80
	Billed kWh 41.000	Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	
		Total		\$30.80
910089359227 LONG LAKE RANCH COMM DEV DIS 1223 SUNLAKE BLVD IRRIG LUTZ FL 33558	General Service Non-Demand Sec (GS-1)	Customer Charge	18.01	\$30.00
	Meter Number: 2776049	Energy Charge	2.88	
	Bill Period: May 02 - Jun 01	Fuel Charge	1.16	
	Present Read: 40	Asset Securitization Charge	0.06	
	Previous Read: 10	Minimum Bill Adjustment	7.89	
	Billed Usage: 30			\$0.80
	Billed kWh 30.000	Regulatory Assessment Fee	0.03	
		Gross Receipts Tax	0.77	
		Total		\$30.80
910084355645 LONG LAKE RANCH COMM DEV DIS 000 SUNLAKE BLVD LITE LONG LAKE RCH V4 SL LUTZ FL 33558	Lighting Service Company Owned/ Maintained (LS-1)	Customer Charge	1.93	\$345.89
	Bill Period: May 02 - Jun 01	Energy Charge	20.60	
	SV FLAGLER ACR 9500L	Fuel Charge	18.50	
		Asset Securitization Charge	0.26	
		SV FLAGLER ACR 9500L	159.20	
		SV FLAGLER ACR 9500L	28.70	
		16 DEC CNCRT W/DEC BS/ WSHNGTN	116.70	
		Regulatory Assessment Fee	0.30	\$1.36



duke-energy.com
877.372.8477

Account number **9300 0001 2497**

Billing details - continued

Account Information	Billing Details	Amounts
	Gross Receipts Tax 1.06	
	Total	\$347.25
	Total Amount Due	\$11,523.67

RedTree Landscape Systems
5532 Auld Lane
Holiday, FL 34690
+18887338799
service@redtreelandscape.systems
redtreelandscapesystems.com

Invoice 34770



BILL TO

Long Lake Ranch Community
Development District
250 International Parkway, Suite 280
Lake Mary, FL 32746 USA

DATE
07/01/2026

PLEASE PAY
\$14,085.25

DUE DATE
08/15/2026

ACTIVITY	QTY	RATE	AMOUNT
Grounds Maintenance Mowing & Detail Services	1	11,238.00	11,238.00
Horticulture Turf & Shrub Treatment	1	1,847.25	1,847.25
Irrigation:Irrigation Irrigation System Inspection	1	1,000.00	1,000.00

For the service month of this billing, kindly refer to the date on the invoice. Thank you!

TOTAL DUE

\$14,085.25

THANK YOU.



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548 USA
813-949-6500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Long Lake Ranch CDD
255 Primera Blvd., Suite 160
Lake Mary, Florida 32746

SHIP TO

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, Florida 33548

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
35408	06/30/2026	\$217.50	07/15/2026	Net 15	

P.O. NUMBER
11390

SALES REP
Tech: DC

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/08/2026	Access/ Gate:Service Reason for call: Foxtail access control panels are locking the gates at 6 PM when the master panel is set to 8 PM - please check. Tech notes: 1. Logged into the access system and verified settings were correct - settings OK. 2. Reset MCP and resynced the data to all the downstream panels. Tested all gates - all gates functioning properly. System OK.	1.50	145.00	217.50

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

SUBTOTAL	217.50
TAX (0.075)	0.00
TOTAL	217.50
BALANCE DUE	\$217.50

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 26, 2026

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3763705

Client Matter No. 12123-2

Notification Email: eftgroup@kutakrock.com

Long Lake Ranch CDD
Haven Management Solutions
Suite 160
255 Primera Boulevard
Lake Mary, FL 32746

Invoice No. 3763705
12123-2

Re: Monthly Meetings

For Professional Legal Services Rendered

05/05/26	S. Sandy	Prepare for board meeting
05/06/26	S. Sandy	Prepare for meeting; confer regarding encroachment
05/07/26	S. Sandy	Prepare for and attend board meeting; conduct follow up
05/11/26	S. Sandy	Prepare work authorization for RedTree proposals related to pump replacements
05/13/26	D. Wilbourn	Prepare pool resurfacing agreement
05/14/26	S. Sandy	Review revised irrigation pump replacement proposals; confer regarding same
05/14/26	D. Wilbourn	Prepare work authorization for pump replacement; prepare agreement for drainage repairs
05/28/26	D. Wilbourn	Prepare budget documents; prepare documents for revised rules of procedure
05/29/26	S. Sandy	Review draft agenda; confer regarding revised rules of procedure

KUTAK ROCK LLP

Long Lake Ranch CDD

June 26, 2026

Client Matter No. 12123-2

Invoice No. 3763705

Page 2

TOTAL FOR SERVICES RENDERED

\$2,210.00

TOTAL CURRENT AMOUNT DUE

\$2,210.00

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 26, 2026

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3763704

Client Matter No. 12123-1

Notification Email: eftgroup@kutakrock.com

Long Lake Ranch CDD
Haven Management Solutions
Suite 160
255 Primera Boulevard
Lake Mary, FL 32746

Invoice No. 3763704

12123-1

Re: General Counsel

For Professional Legal Services Rendered

05/13/26	S. Sandy	0.90	283.50	Confer with Thibault regarding public records request policy; review correspondence regarding potential encroachment
05/13/26	B. Ward	0.30	55.50	Review, finalize and send correspondence regarding Pool Doctor; coordinate sending of same
05/19/26	S. Sandy	0.30	94.50	Confer with Thibault and Clawson regarding irrigation pumps
05/20/26	S. Sandy	0.90	283.50	Confer with Thibault and Clawson regarding irrigation well proposals; review correspondence regarding same
05/21/26	J. Daly	0.40	70.00	Coordinate response to auditor letter
05/21/26	S. Sandy	1.00	315.00	Confer with Clawson and Lucadano regarding pump work authorizations; prepare same and conduct follow up

KUTAK ROCK LLP

Long Lake Ranch CDD

June 26, 2026

Client Matter No. 12123-1

Invoice No. 3763704

Page 2

05/26/26	S. Sandy	1.50	472.50	Conduct research regarding phone bills as responsive public records; prepare response to Thompson regarding same (1.5)
05/27/26	S. Sandy	0.20	63.00	Confer with Thibault regarding current landscaping contract and follow up with Anchor Stone regarding domain transfer
05/31/26	S. Sandy	0.20	63.00	Review email from G. Smith; confer with G. Smith regarding legal counsel communication protocol

TOTAL HOURS 5.70

TOTAL FOR SERVICES RENDERED \$1,700.50

DISBURSEMENTS

Computer Research	14.43
Freight and Postage	13.50

TOTAL DISBURSEMENTS 27.93TOTAL CURRENT AMOUNT DUE \$1,728.43

INVOICE

RedTree Landscape Systems

5532 Auld Lane
Holiday, FL 34690

service@redtreelandscape.systems
+1 (888) 733-8799
redtreelandscapesystems.com

**Bill to**

Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Ship to

Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Invoice details

Invoice no.: 34842
Terms: Net 45
Invoice date: 07/08/2026
Due date: 08/22/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.			Irrigation repairs were performed as follows on 6.8.26 Replaced a broken nozzle on zone 11.			
2.		Sales	nozzle	1	\$2.88	\$2.88
3.		Sales	labor-technician	0.75	\$75.00	\$56.25
Total						\$59.13

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

July 6, 2026

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3774449

Client Matter No. 12123-5

Notification Email: eftgroup@kutakrock.com

Long Lake Ranch CDD
Haven Management Solutions
Suite 160
255 Primera Boulevard
Lake Mary, FL 32746

Invoice No. 3774449

12123-5

Re: Defect Claim - Pool Doctor of Central FL

For Professional Legal Services Rendered

05/04/26	P. O'Bryant	0.70	206.50	Analyze Pool Doctor agreement and next steps
05/05/26	J. Brown	1.10	467.50	Conference with O'Bryant regarding construction defect and 558 process and related issues; follow up regarding same
05/05/26	P. O'Bryant	0.80	236.00	Research chapter 558 issues
05/06/26	P. O'Bryant	0.30	88.50	Review agreement with Pool Doctor; correspondence regarding Chapter 558 issues
05/13/26	P. O'Bryant	2.70	796.50	Review background documents; draft Chapter 558 letter to Pool Doctor
05/19/26	P. O'Bryant	0.20	59.00	Correspondence regarding pool issues
05/21/26	P. O'Bryant	1.50	442.50	Calls and correspondence with Pool Doctor; confer regarding next steps
05/27/26	P. O'Bryant	1.20	354.00	Review expert proposal; prepare retainer agreement
05/27/26	S. Sandy	0.60	189.00	Confer regarding inspection of pool by Pool Doctors and engagement of expert witness

KUTAK ROCK LLP

Long Lake Ranch CDD

July 6, 2026

Client Matter No. 12123-5

Invoice No. 3774449

Page 2

05/28/26	P. O'Bryant	1.10	324.50	Call with expert; revise retainer agreement; correspondence regarding same
05/29/26	S. Sandy	0.30	94.50	Confer regarding expert witness agreement; review proposal from Pool Doctors of Central Florida

TOTAL HOURS	10.50
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TOTAL FOR SERVICES RENDERED	\$3,258.50
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TOTAL CURRENT AMOUNT DUE	<u>\$3,258.50</u>
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LONG LAKE RANCH Account Number:
813-406-4423-061521-5
 PIN:
8336

Billing Date:
Jun 15, 2026
 Billing Period:
Jun 15 - Jul 14, 2026

Hi LONG LAKE RANCH,

Thank-you for choosing Frontier, a Verizon Company. Have questions about your bill? Visit us at frontier.com/billing to learn more.

Bill history

Previous balance	\$288.26
Payment received by Jun 15, thank you	-\$288.26

Service summary

	Previous month	Current month
Bundle	\$263.46	\$263.46
Taxes and Fees	\$24.80	\$24.80
Total services	\$288.26	\$288.26
Total balance		\$288.26

Total balance

\$288.26

Auto Pay is scheduled
Jul 09



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Earn more. Get started with a business referral and earn up to \$325 per referral. Learn more: <https://www.businessreferralrewards.com>



P.O. Box 211579
 Eagan, MN 55121-2879

6790 0107 DY RP 15 06152026 NNNNNN 01 999822

LONG LAKE RANCH
 255 PRIMERA BLVD STE 160
 LAKE MARY FL 32746-2168

You are all set with Auto Pay! To review your account, go to frontier.com or the MyFrontier app.

97200681340644230615210000000000000000288265



LONG LAKE RANCH Account Number:
813-406-4423-061521-5

Billing Date:
Jun 15, 2026

PIN:
8336

Billing Period:
Jun 15 - Jul 14, 2026

WAYS TO PAY YOUR BILL



Easy, simple, secure payments with
Auto Pay at frontier.com/autopay



Download the
MyFrontier[®] app



For help: Customer Service at frontier.com/helpcenter, chat at frontier.com/chat, or call us at 800-921-8102.
Visually impaired/TTY customers, call 711.

PAYING YOUR BILL

You are responsible for all legitimate, undisputed charges on your bill. Paying by check authorizes Frontier to make a one-time electronic funds transfer from your account, as early as the day your check is received. When making an online payment, please allow time for the transfer of funds. If funds are received after the due date, you may be charged a fee, your service may be interrupted, and you may incur a reconnection charge to restore service. A fee may be charged for a bank returned check. Continued nonpayment of undisputed charges (incl. 900 and long distance charges) may result in collection action and a referral to credit reporting agencies, which may affect your credit rating.

IMPORTANT MESSAGES

You must pay all basic local service charges to avoid basic service disconnection. Failure to pay other charges will not cause disconnection of your basic service but this may cause other services to be terminated. Frontier Bundles may include charges for both basic and other services. Frontier periodically audits its bills to ensure accuracy which may result in a retroactive or future billing adjustment. Internet speed, if noted, is the maximum wired connection speed for selected tier; Wi-Fi speeds may vary; actual and average speed may be slower and depends on multiple factors. Performance details are at frontier.com/internetdisclosures.

SERVICE TERMS

Visit frontier.com/terms, frontier.com/tariffs or call Customer Service for information on tariffs, price lists and other important Terms, Conditions and Policies ("Terms") related to your voice, Internet and/or video services including limitations of liability, early termination fees, the effective date of and billing for the termination of service(s) and other important information about your rights and obligations, and ours. Frontier's Terms include a binding arbitration provision to resolve customer disputes (frontier.com/terms/arbitration). **Video and Internet services are subscription-based and are billed one full month in advance. Video and/or Internet service subscription cancellations and any early termination fees are effective on the last day of your Frontier billing cycle. No partial month credits or refunds will be provided for previously billed service subscriptions.** By using or paying for Frontier services, you are agreeing to these Terms and that disputes will be resolved by individual arbitration. By providing personal information to Frontier you are also agreeing to Frontier's Privacy Policy posted at frontier.com/privacy.



LONG LAKE RANCH Account Number:
813-406-4423-061521-5
PIN:
8336

Billing Date:
Jun 15, 2026
Billing Period:
Jun 15 - Jul 14, 2026

Don't let an unexpected outage stop your business. Get Frontier Internet Backup to keep your critical systems running. Visit: business.frontier.com/internet-backup



Bundle

Monthly Charges

06.15-07.14	Business Fiber Internet 500	\$125.99
	1 Usable Static IP Address	\$25.00
	OneVoice Nationwide	\$74.99
	\$10 Voice Discount per Line When Bundled with Internet	
	OneVoice Access Line	
	Carrier Cost Recovery Surcharge	\$13.99
	Federal Primary Carrier Single Line Charge	\$9.99
	Federal Subscriber Line Charge - Bus	\$6.50
	Access Recovery Charge-Business	\$2.50
	Frontier Roadwork Recovery Surcharge	\$4.50
Bundle Total		\$263.46



Taxes and Fees

FCA Long Distance - Federal USF Surcharge	\$8.88
Federal USF Recovery Charge	\$3.34
Federal Excise Tax	\$0.42
Federal Taxes	\$12.64
FL State Communications Services Tax	\$6.13
County Communications Services Tax	\$3.04
FL State Gross Receipts Tax	\$2.34
Pasco County 911 Surcharge	\$0.40
FL State Gross Receipts Tax	\$0.17
FL Telecommunications Relay Service	\$0.08
State Taxes	\$12.16
Taxes and Fees Total	\$24.80

Total current month charges **\$288.26**

If your bill reflects that you owe a Balance Forward, you must make a payment immediately in order to avoid collection activities. You must pay a minimum of \$137.27 by your due date to avoid disconnection of your local service. All other charges should be paid by your due date to keep your account current.

Customer Proprietary Network Information (CPNI) Notice - CPNI is information made available to us solely by virtue of our relationship with you that relates to the type, quantity, destination, technical configuration, location, and amount of use of the telecommunications and interconnected VoIP services you purchase from us, as well as related billing information. The protection of your information is important to us, and you have a right, and we have a duty, under federal law, to protect the confidentiality of your CPNI.

We may use and share your CPNI among our affiliates and agents to offer you services that are different from the services you currently purchase from us. Frontier and its Verizon affiliates offer a full range of services, such as television, telematics, high-speed Internet, video, wireless and local and long distance services. Visit frontier.com or verizon.com for more information on our services.

If you don't want your CPNI used for the marketing purposes described above, please notify us by calling us any time at 1-877-213-1556 or visit frontier.com/cpni.

Unless you notify us in one of these ways, we may use your CPNI as described above beginning 30 days after the first time we notify you of this CPNI policy. Your choice will remain valid until you notify us that you wish to change your selection. Your decision about use of your CPNI will not affect the provision of any services you currently have with us.





LONG LAKE RANCH Account Number:
813-406-4423-061521-5
PIN:
8336

Billing Date:
Jun 15, 2026
Billing Period:
Jun 15 - Jul 14, 2026

Frontier

813-406-4423

Call #	Date	Time	Min	*Type	Place and number called	Charge	Plan code
1	Jun 01	10:06A	2.0	DD	BRADENTON FL 941-748-3399	\$0.00	U
Subtotal						\$0.00	

Frontier Com of America

813-406-4423

Call #	Date	Time	Min	*Type	Place and number called	Charge	Plan code
1	May 20	8:41A	3.0	DD	BROOKSVL FL 352-587-4016	\$0.00	U
2	Jun 09	4:51A	1.0	DD	KAYSVILLE UT 801-425-2894	\$0.00	U
Subtotal						\$0.00	

Legend Call Types:

DD - Day

Caller Summary Report

Phone #	Calls	Minutes	Amount
813-406-4423	3	6	\$0.00
Total	3	6	\$0.00

Caller Summary Report

Phone #	Calls	Minutes	Amount
Intra-Lata	1	2	\$0.00
Interstate	1	1	\$0.00
Intrastate	1	3	\$0.00
Total	3	6	\$0.00



LONG LAKE RANCH

Account Number:
813-949-6028-061521-5

PIN:
8323

Billing Date:
Jun 15, 2026

Billing Period:
Jun 15 - Jul 14, 2026

Hi LONG LAKE RANCH,

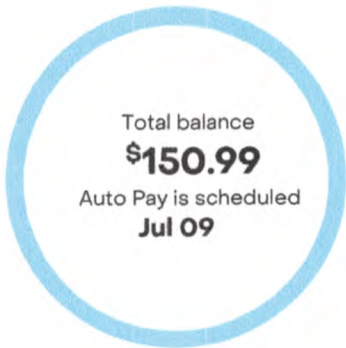
Thank-you for choosing Frontier, a Verizon Company. Have questions about your bill? Visit us at frontier.com/billing to learn more.

Bill history

Previous balance	\$150.99
Payment received by Jun 15, thank you	-\$150.99

Service summary

	Previous month	Current month
Internet	\$150.99	\$150.99
Total services	\$150.99	\$150.99
Total balance		\$150.99



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P.O. Box 211579
Eagan, MN 55121-2879

6790 0107 DY RP 15 06152026 NNNNNN 01 999821

LONG LAKE RANCH
255 PRIMERA BLVD STE 160
LAKE MARY FL 32746-2168

You are all set with Auto Pay! To review your account, go to frontier.com or the MyFrontier app.

7520058139496028061521000000000000000150995



LONG LAKE RANCH Account Number:
813-949-6028-061521-5

Billing Date:
Jun 15, 2026

PIN:
8323

Billing Period:
Jun 15 - Jul 14, 2026

WAYS TO PAY YOUR BILL



Easy, simple, secure payments with
Auto Pay at frontier.com/autopay



Download the
MyFrontier[®] app



For help: Customer Service at frontier.com/helpcenter, chat at frontier.com/chat, or call us at 800-921-8102.
Visually impaired/TTY customers, call 711.

PAYING YOUR BILL

You are responsible for all legitimate, undisputed charges on your bill. Paying by check authorizes Frontier to make a one-time electronic funds transfer from your account, as early as the day your check is received. When making an online payment, please allow time for the transfer of funds. If funds are received after the due date, you may be charged a fee, your service may be interrupted, and you may incur a reconnection charge to restore service. A fee may be charged for a bank returned check. Continued nonpayment of undisputed charges (incl. 900 and long distance charges) may result in collection action and a referral to credit reporting agencies, which may affect your credit rating.

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LONG LAKE RANCH Account Number:
813-949-6028-061521-5
PIN:
8323

Billing Date:
Jun 15, 2026
Billing Period:
Jun 15 - Jul 14, 2026

Don't let an unexpected outage stop your business. Get Frontier Internet Backup to keep your critical systems running. Visit: business.frontier.com/internet-backup



Internet

Monthly Charges

06.15-07.14	Business Fiber Internet 500	\$125.99
	1 Usable Static IP Address	\$25.00
Internet Total		\$150.99

Total current month charges **\$150.99**

BUSINESS FIBER 5 GIG INTERNET

Fast just got faster. Get ultrafast internet to handle your most critical business applications today, tomorrow and the future.

855-518-1197
business.frontier.com/fiber-internet





LONG LAKE RANCH Account Number:
813-949-6028-061521-5
PIN:
8323

Billing Date:
Jun 15, 2026
Billing Period:
Jun 15 - Jul 14, 2026





Long Lake Ranch CDD
250 International Pkwy Ste 280
LAKE MARY, FL 32746

Invoice **126016**
Date **07/10/2026**

Pay Period Ending **07/31/2026**
Control Number **637-20268**

GROSS WAGES	1,000.00
SOCIAL SECURITY & MEDICARE	76.50
FEDERAL UNEMPLOYMENT	0.00
STATE UNEMPLOYMENT	0.00
WORKERS' COMPENSATION	0.00
ADMINISTRATION FEE	50.00
NET PAY CREDIT	-369.40
Check Amt Rebate -184.70 Z06911 PELLAN WILLIAM	
Check Amt Rebate -184.70 A20542 THOMPSON DARRE	
SUB-TOTAL ..	757.10
TOTAL INVOICE	757.10

PAID - Ref
Do Not Remit Payment

XXXXXXXXXXXXXXXX902

Manual checks
Direct Dep. DR
757.10



www.ghsenvironmental.com
P.O. Box 55802
St Petersburg, FL 33732

Invoice

Date: 7/12/2026
Invoice #: 2026-457

To:

Long Lake Ranch CDD
c/o Haven Management Solutions
255 Primera Boulevard
Suite 160
Lake Marv. FL 32746

Project: LLR Aquatic Maintenance
Proposal #: 21-213;2026
P.O. #:

Due Date	Service Date:
7/12/2026	June 2026

Task #	Description	Project Compl...	Amount
Task 1	Aquatic Maintenance Program	50.00%	2,460.00
PAYMENT DUE WITHIN 30 DAYS OF INVOICING DATE		Total	\$2,460.00
Please make all checks payable to GHS Environmental There will be a 10% charge per month on any payments received after the initial 30 days. If you have any questions concerning this invoice please contact us at 727-667-6786. THANK YOU FOR YOUR BUSINESS!		Payments/Credits	\$0.00
		Balance Due	\$2,460.00

255 Primera Blvd
Suite 160
Lake Mary, FL 32746

Date	Invoice #
7/17/2026	87

Bill To
Long Lake Ranch CDD 255 Primera Blvd, Suite 160 Lake Mary, FL 32746

P.O. No.	Terms	Project

[illegible]

Haven Management Solutions
255 Primera Blvd
Suite 160
Lake Mary, FL 32746

Invoice

Date	Invoice #
7/17/2026	88

Bill To
Long Lake Ranch CDD 255 Primera Blvd, Suite 160 Lake Mary, FL 32746

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Reimbursement for Legal Ad	1,334.00	1,334.00
		Total	\$1,334.00

Tampa Bay Times

tampabay.com

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396
Toll Free Phone 1 (877) 321-7355
Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
7/12/26-7/12/26		LONG LAKE RANCH CDD C/O HAVEN MANAGEM	
Billing Date	Sales Rep	Customer Account	
7/12/2026	Deirdre Bonett	STHMS2	
Total Amount Due		Invoice Number	
\$0.00		96465-071226	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
7/12/26	7/12/26	96465	Tampa Bay Times , tampabay.com	B Section	Budget Assessments	1	3.00x12.00 IN	\$0.00
7/12/26	7/12/26	96465	Tampa Bay Times , tampabay.com	B Section	Budget Assessments	1	3.00x12.00 IN	\$1,332.00
					Affidavit Fee			\$2.00
7/12/26	7/12/26	96465		B Section	Payment			\$(1,334.00)

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

Advertising Run Dates		Advertiser Name	
7/12/26-7/12/26		LONG LAKE RANCH CDD C/O HAVEN MANAGEM	
Billing Date	Sales Rep	Customer Account	
7/12/2026	Deirdre Bonett	STHMS2	
Total Amount Due		Invoice Number	
\$0.00		96465-071226	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

LONG LAKE RANCH CDD C/O HAVEN
MANAGEMENT
255 Primera Blvd Ste 160
Lake Mary, FL 32746-2168

REMIT TO:

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

Invoice # 26-01723P

Date 07/17/2026

Attn:
Kutak Rock LLP
255 PRIMERA BLVD., SUITE 160
LAKE MARY FL 32746

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

Description

Amount

Serial # 26-01723P

\$80.94

**Long Lake Ranch Community Development District Notice of
Public Hearing and Notice of Regular Board of Supervisors'
Meeting**

RE: Public Hearing and Regular Meeting on August 6, 2026 at 6:00 PM

Published: 7/17/2026

Important Message

Please include our Serial # Pay by credit card online:
on your check <https://legals.businessobserverfl.com/send-payment/>

Paid	()
Total	\$80.94

Payment is due within 30 days of the
1st publication date of your notice. if
payment is not made, affidavits may be held

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2027 PROPOSED BUDGET(S); AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Long Lake Ranch Community Development District ("District") will hold a public hearing and regular meeting as follows:

DATE: August 6, 2026
TIME: 6:00 PM
LOCATION: Long Lake Ranch Clubhouse
19037 Long Lake Ranch Blvd
Lutz, Florida 33558

The purpose of the public hearing is to receive comments and objections on the adoption of the District's proposed budget(s) for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("Proposed Budget"). A regular Board meeting of the District will also be held at the above time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Haven Management Solutions, LLC, 255 Primera Boulevard, Suite 160, Lake Mary, Florida 32746, (407) 966-7629 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <http://longlakeranchcdd.org/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and/or meeting may be continued in progress to a date, time certain, and place to be specified on the record at the public hearing and/or meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at the public hearing or meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the public hearing and meeting. 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), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

July 17, 2026

26-01723P

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548 USA
813-949-6500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Long Lake Ranch CDD
255 Primera Blvd., Suite 160
Lake Mary, Florida 32746

SHIP TO

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, Florida 33548

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
35508	07/17/2026	\$330.99	08/01/2026	Net 15	

P.O. NUMBER
11409

SALES REP
Tech: DC

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/03/2026	Service:Reg. Reason for call: PoE switch at Foxtail hit by surge and needs to be replaced. All cameras down. Tech notes: Removed bad switch, installed new switch, and tested access control and cameras - all back online.	1	145.00	145.00
07/03/2026	Service:Parts TL-SG1218MP 16 Port Gigabit PoE+ Switch 250W rack mount	1	185.99	185.99

Thank you for choosing DCSI, Inc as your "Security & Sound" company!
*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND
ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

SUBTOTAL	330.99
TAX (0.075)	0.00
TOTAL	330.99
BALANCE DUE	\$330.99

Payment Confirmation

Your payment information is below. Please record and keep the confirmation number for your record.

Transaction Information

Confirmation#	920003367257	Submitted Date	Sunday, 07/19/2026
Status	IN PROCESS	Submitted Time	07:42 PM

Payment Information

Taxpayer Name	LONG LAKE RANCH COMMUNITY DEVELOPMENT DI	Debit Date	Tuesday, 07/21/2026
Document Type	DR-15	Filing Period End Date	09/30/2026
Amount Paid	\$162.37		
Payment Amount	\$162.37		
Fee Amount	\$0.00		

Electronic Check Information

Bank Nickname	N/A	Routing Number	XXXXX4030
Bank Account Type	BUSINESS/CORPORATE CHECKING	Account Number	XXXXXXXXXXXX3902

Payment Details:

Account Type	Identifier	Filing Period End Date	Amount Paid
Sales And Use Tax	Certificate Number:61-8017823328-7	09/30/2026	\$162.37



PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285

UtilCustServ@MyPasco.net
Pay By Phone: 1-855-786-5344

1 0 1
42-52316

LONG LAKE RANCH CDD

Service Address: **0 COMMUNITY CENTER**

Bill Number: 24748426

Billing Date: 7/2/2026

Billing Period: 5/15/2026 to 6/16/2026

New Water, Sewer, Reclaim rates, fees, and charges took effect Oct. 1, 2025.
Please visit bit.ly/pcurates for details.

Account #	Customer #
0928090	01307800
Please use the 15-digit number below when making a payment through your bank	
092809001307800	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13595130	5/15/2026	28233	6/16/2026	28277	32	44

Usage History

	Water	Irrigation
June 2026		44
May 2026		81
April 2026		106
March 2026		109
February 2026		149
January 2026		138
December 2025		270
November 2025		362
October 2025		15
September 2025		40
August 2025		20
July 2025		148

Transactions

Previous Bill	444.45
Payment 06/19/26	-444.45 CR
Balance Forward	0.00
Current Transactions	
Irrigation	
Water Base Charge	41.29
Water Tier 1	44.0 Thousand Gals X \$3.47
	152.68
Adjustments	
Profiling	87.00
Total Current Transactions	280.97
TOTAL BALANCE DUE	\$280.97

Annual Water Quality Report: The 2025 Consumer Confidence Report is available online at bit.ly/PascoRegional2025. To request a paper copy, please call (813) 929-2733.

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.



LONG LAKE RANCH CDD
C/O ANCHOR STONE MANAGEMENT LLC
255 PRIMERA BOULEVARD 160
LAKE MARY FL 32746

Account # 0928090
Customer # 01307800
Balance Forward 0.00
Current Transactions 280.97

Total Balance Due \$280.97
Due Date 7/20/2026

10% late fee will be applied if paid after due date

**The Total Due will be electronically
transferred on 07/20/2026.**

PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139



PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285

UtilCustServ@MyPasco.net
Pay By Phone: 1-855-786-5344

1 0 1
42-52316

LONG LAKE RANCH CDD

Service Address: **18981 LONG LAKE RANCH BOULEVARD**

Bill Number: 24748431

Billing Date: 7/2/2026

Billing Period: 5/15/2026 to 6/16/2026

New Water, Sewer, Reclaim rates, fees, and charges took effect Oct. 1, 2025.

Please visit bit.ly/pcurates for details.

Account #	Customer #
0928725	01307800
Please use the 15-digit number below when making a payment through your bank	
092872501307800	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	13595133	5/15/2026	488	6/16/2026	492	32	4

Usage History

	Water
June 2026	4
May 2026	23
April 2026	2
March 2026	5
February 2026	3
January 2026	2
December 2025	8
November 2025	2
October 2025	4
September 2025	1
August 2025	2
July 2025	3

Transactions

Previous Bill	360.48
Payment 06/19/26	-360.48 CR
Balance Forward	0.00
Current Transactions	
Water	
Water Base Charge	41.29
Water Tier 1	4.0 Thousand Gals X \$2.18 8.72
Sewer	
Sewer Base Charge	103.45
Sewer Charges	4.0 Thousand Gals X \$7.20 28.80
Total Current Transactions	182.26
TOTAL BALANCE DUE	\$182.26

Annual Water Quality Report: The 2025 Consumer Confidence
Report is available online at bit.ly/PascoRegional2025. To request a
paper copy, please call (813) 929-2733.

Please return this portion with payment



TO PAY ONLINE, VISIT pascoeasyway.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.

Account # 0928725
Customer # 01307800
Balance Forward 0.00
Current Transactions 182.26

Total Balance Due \$182.26
Due Date 7/20/2026

10% late fee will be applied if paid after due date

**The Total Due will be electronically
transferred on 07/20/2026.**

LONG LAKE RANCH CDD
C/O ANCHOR STONE MANAGEMENT LLC
255 PRIMERA BOULEVARD 160
LAKE MARY FL 32746

PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

INVOICE

RedTree Landscape Systems
5532 Auld Lane
Holiday, FL 34690

service@redtreelandscape.systems
+1 (888) 733-8799
redtreelandscapesystems.com



Bill to

Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Ship to

Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Invoice details

Invoice no.: 34560
Terms: Net 45
Invoice date: 06/10/2026
Due date: 07/25/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Sales	NEAR PRIMROSE ON SUNLAKE BOULEVARD PUMP REPLACEMENT FROM APPROVED PROPOSAL:	1	\$17,256.54	\$17,256.54

SCOPE OF WORK:

*The existing 7.5 HP submersible pump near the community of Primrose on Sunlake Boulevard has failed electrically, showing no continuity and a direct short to ground. In addition, the pump, a 4" unit rated at 90 GPM under high static conditions, is currently operating outside of its optimal efficiency range. Since motors manufactured after 2016 are required to meet more stringent NPSHA standards, they are designed to be more energy efficient but are less tolerant of adverse operating conditions. In this application, the 7.5 HP pump is operating too far to the right on its performance curve, exceeding the motor's nameplate horsepower rating. Reducing the system to a 5 HP pump would result in insufficient flow capacity.

To address these issues, we recommend installing a variable frequency drive (VFD). This will provide power factor correction, improve operational efficiency, and offer

enhanced protection for the
replacement of a 7.5 HP.

Additionally, the existing bladder tank
appears to be original and is showing
significant corrosion, with areas near
the side tag nearly rusted through.

MATERIALS:

* (1) Yaskawa IQ Pump Micro 18 Amp
460 VAC NEMA 4 x Variable Frequency
Drive.

*(1) Franklin Electric 90 G.P.M 7.5
Horsepower 460 VAC Submersible
Pump.

*(1) WX205 Well x Trol Bladder Tank.

*(1) Pressure Transducer.

*Miscellaneous Items: fittings, wire,
splice, drop pipe, etc.

*Labor

Total

\$17,256.54



Cooper Pools

844-766-5256

4740B Allen Rd PMB
Zephyrhills, FL 33541

www.cooperpoolsinc.com

EIN 27-1602937

License # CPC1459240

AP
Long Lake Ranch
19037 Long Lake Ranch Boulevard
Lutz FL 33558

PLEASE PAY BY

08/20/2026

AMOUNT

\$1,200.00

INVOICE DATE

07/21/2026

INVOICE NO. 976

Order No.: 1099
Quote No.: 1099
Job No.: 1616
Site Address: 2042 Lake Waters Place
Lutz FL 33558

Delamination Repair

Commercial Installation / Repairs

Item	Quantity	Unit Price	Total
Underwater Patch 3 delaminated areas Supplies and labor	1.00	\$1,200.00	\$1,200.00
Sub-Total ex Tax			\$1,200.00
Tax			\$0.00
Total			\$1,200.00

Sub-Total ex Tax	\$1,200.00
Tax	\$0.00
Total Inc Tax	\$1,200.00
Amount Applied	\$0.00
Balance Due	\$1,200.00

How To Pay



Credit Card (MasterCard or Visa)

Pay Online cooperpoolsinc.simprosuite.com/payment/
Please call 844-766-5256 to pay over the phone.

Direct Deposit

Bank **PNC Bank**
Acc. Name **6768**
Routing Number **267084199**
Acc. No. **1241206768**

INVOICE NO. 976

DUE DATE: 08/20/2026 **AMOUNT DUE:** \$1,200.00



www.coastalwasteinc.com

INVOICE

Bill To: LONG LAKE RANCH CDD
1540 INTERNATIONAL PRKWAY SUITE 2000
C/O BREEZE MGMT & CONSULTING
LAKE MARY, FL 32746

Invoice SW0002237251
Page Page 1 of 1
Date 06/30/2026
Customer 16948
Site 0
PO Number
Due Date 07/25/2026

DATE	DESCRIPTION	REFERENCE	RATE	QTY.	AMOUNT
	(0001) LONG LAKE RANCH CDD 19037 LONG LAKE RANCH BLVD, LUTZ FL Serv #001 FEL MSW 1 - 6YD 1x Week				
30 - Jun	MONTHLY - WASTE COLLECTION (Jul 01/26 - Jul 31/26)		\$103.84	1.00	\$103.84
30 - Jun	ADMIN FEE - MONTHLY (Jul 01/26 - Jul 31/26)		\$3.95	1.00	\$3.95
30 - Jun	RECOVERY FEE				\$15.57
INVOICE TOTAL					\$123.36



Please return this portion with payment to:

Coastal Waste & Recycling
PO Box 632201
Cincinnati, OH 45263-2201

Payments made by credit card or debit card are subject to a 2.55% service fee

For information on additional payment options, please visit our website at
www.coastalwasteinc.com/pay-online/

Accounts that are more than 30 days past due are subject to a late charge of 1.5% per month. The services identified in this invoice are governed by our Terms and Conditions, which are available at <https://www.coastalwasteinc.com/terms-and-conditions>.

INVOICE TOTAL \$123.36

Invoice SW0002237251
Date 06/30/2026
Customer 16948
Site 0
PO Number
Due Date 07/25/2026

AMOUNT REMITTED:

0025756SW0169480000SW000223725100000123369

255 Primera Blvd
Suite 160
Lake Mary, FL 32746

Date	Invoice #
7/29/2026	93

P.O. No.	Terms	Project

[illegible]

255 Primera Blvd
Suite 160
Lake Mary, FL 32746

Invoice

Date	Invoice #
7/29/2026	94

Bill To
Long Lake Ranch CDD 255 Primera Blvd, Suite 160 Lake Mary, FL 32746

P.O. No.	Terms	Project

[illegible]



Payment Receipt

Times Publishing Company

Account:	STHMS2	Phone :	(407) 221-9153
Name:	LONG LAKE RANCH CDD C/O HAVEN MANAGE	Payment Note:	Thank you for your payment.
Customer Address:	255 Primera Blvd Ste 160 Lake Mary, FL 32746-2168		
Ticket #::	97975	Ad Start Date::	08/05/2026
Tagline:	NOTICE OF RULEMAKING REGARDING THE REVIS		
PO #:	RE: Rulemaking		
Amount Paid:	\$179.60	Pymt Batch #	5125
Payment Date:	7/24/26	Card Type	Visa
Payment Type:	Credit Card	Card #:	4228
Card/Check No:	4228	Approval No.:	501918
Received By	DBONETT		



Payment Receipt

Times Publishing Company

Account:	STHMS2	Phone :	(407) 221-9153
Name:	LONG LAKE RANCH CDD C/O HAVEN MANAGE	Payment Note:	Thank you for your payment.
Customer Address:	255 Primera Blvd Ste 160 Lake Mary, FL 32746-2168		
Ticket #::	97974	Ad Start Date::	07/29/2026
Tagline:	NOTICE OF RULE DEVELOPMENT BY THE LONG L		
PO #:	RE; Rule Development		
Amount Paid:	\$110.00	Pyrmnt Batch #	5125
Payment Date:	7/24/26	Card Type	Visa
Payment Type:	Credit Card	Card #:	4228
Card/Check No:	4228	Approval No.:	170474
Received By	DBONETT		

INVOICE

RedTree Landscape Systems
5532 Auld Lane
Holiday, FL 34690

service@redtreelandscape.systems
+1 (888) 733-8799
redtreelandscapesystems.com



Bill to

Long Lake Ranch Community Development
District
C/o Anchor Stone Management, LLC
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Ship to

Long Lake Ranch Community Development
District
C/o Haven Management Solutions
255 Primera Blvd, Ste 160
Lake Mary, FL 32746 USA

Invoice details

Invoice no.: 32701
Terms: Net 45
Invoice date: 01/07/2026
Due date: 02/21/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.			Irrigation repairs were performed as follows on 12.2.25 & 12.3.25 Clubhouse Timer. Dug up three areas and pulled a new 2-wire jacket through the sleeve from the sidewalk on the play playground side suction box to under the parking lot, to the southwest bed of the dog park, to ignite zones 9, 10, 11, 12, 13, 14, 15, 16, and 17.			
2.		Sales	DBY 3m connectors	4	\$5.50	\$22.00
3.		Sales	Hunter 2-wire	175	\$0.88	\$154.00
4.		Sales	Labor-technician	11	\$65.00	\$715.00

Total **\$891.00**

Overdue 02/21/2026



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

51-60-1576070

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Long Lake Ranch Zero Entry Pool
19037 Long Lake Ranch Blvd,
Lutz, FL 33558

Mail To: Long Lake Ranch Zero Entry Pool
255 Primera Blvd, Ste 160
Lake Mary, FL 32746

Owner: Long Lake Ranch Community Development District

Pool Volume (gallons): 85,600

Bathing Load: 87

Flow Rate (gpm): 439

Night Swimming: No

Variance Conditions (if applicable):

51-BID-8200924

County: **Pasco**
Amount Paid: \$305.00
Date Paid: 08/20/2026
Issued Date: 07/01/2026

Expires On: 06/30/2027

Issued By:
Department of Health in Pasco County
7509 State Road 52 Ste 150
Hudson, FL 34667

(727) 841-4425

Original Customer: Long Lake Ranch Zero Entry Pool (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

51-60-1576070

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Long Lake Ranch Zero Entry Pool
19037 Long Lake Ranch Blvd,
Lutz, FL 33558

Mail To: Long Lake Ranch Zero Entry Pool
255 Primera Blvd, Ste 160
Lake Mary, FL 32746

Owner: Long Lake Ranch Community Development District

51-BID-8200924

County: **Pasco**
Amount Paid: \$305.00
Date Paid: 08/20/2026
Issued Date: 07/01/2026

Expires On: 06/30/2027

Issued By:
Department of Health in Pasco County
7509 State Road 52 Ste 150
Hudson, FL 34667

(727) 841-4425

EXHIBIT 21

[RETURN TO AGENDA](#)

**MINUTES OF 08/06/2026 REGULAR MEETING
LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Long Lake Ranch Community Development District was held Thursday, August 06, 2026, at 6 p.m. at Long Lake Ranch CDD, Long Lake Ranch Amenity Center, 19037 Long Lake Ranch Blvd, Lutz, FL 33558. The public was able to listen and/or participate in-person or live via Zoom conference.

I. Call to Order / Roll Call

The meeting was called to order by Ms. Thibault. Roll was called, and a quorum was confirmed with the following

Supervisors present:

Heidi Clawson.....	Board of Supervisors, Chair
William Pellan.....	Board of Supervisors, Vice Chairman
John Twomey	Board of Supervisors, Assistant Secretary
Darrell Thompson	Board of Supervisors, Assistant Secretary
George Smith, Jr.....	Board of Supervisors, Assistant Secretary

Also present were:

Patricia Thibault	District Management, Haven Management Solutions
William York.....	Amenity Manager, Haven Management Solutions
Sarah Sandy(via virtual means)	Counsel, Kutak Rock LLP
Greg Woodcock.....	District Project Manager, Stantec
Jacob Bartlett	RedTree
Vincent Palevich	Managing Partner, 813 Security
Ray Lotito	Haven Field Services
Drew Stephan.....	Founder, Court Projects

Opening Remarks and Attendance Notes

Ms. Thibault officially called the Meeting to order after confirming the quorum had been established. Present in person were Chairwoman Clawson, Supervisor Twomey, Supervisor Thompson, and Supervisor Smith of the Board of Supervisors. Supervisor Pellan joined the meeting at 6:04. Also present were the District Management Staff, Amenity Team, and District Counsel.

II. Audience Comments – Agenda Items *(limited to 3 minutes per individual)*

A resident followed up on the drainage easement obstruction regarding her property. She recapped what was discussed at the previous meeting, noting her concerns with the minutes, and asking that the Board ensure the drainage easement obstruction was listed as its own agenda item.

Another resident expressed concerns over the state of the annual beds in the community. He asked to hear the Board's thoughts on the expenses and lack of maintenance. Several Board members shared their opinions regarding the annuals and landscaping.

III. Supervisor Comments

Supervisor Smith listed areas that required repair. Supervisor Thompson addressed the sidewalks along Sunlake. Ms. Sandy weighed in, advising that she could not locate evidence proving that the maintenance of the sidewalks along Sunlake was the CDD's responsibility.

IV. Professional Vendor Presentations

A. District Engineer – Stantec

Mr. Woodcock updated the Board on the current projects, noting that the left side of the lake was completed and the gate drain had been ordered. Ms. Sandy advised that she had not received an update from Cooper Pools regarding the pool. The Board discussed the Cooper Pools project timeline and deliverable schedule. Ms. Thibault suggested Ms. Sandy or her office send Cooper Pools a letter. The Board discussed negotiating the absorption of legal fees by Cooper Pools. Ms. Thibault advised that they had been attempting to contact Cooper Pools by email every morning. The Board stated that they were displeased with the way Cooper Pools was handling their permit, noting that they found it unacceptable.

On a MOTION by Supervisor Smith, SECONDED by Supervisor Twomey, WITH ALL IN FAVOR, the Board Approved District Counsel to Send Cooper Pools a Letter for the Long Lake Ranch Community Development District.

The Board discussed the lawsuit with G.B. Collins. Ms. Sandy offered her updates.

B. GHS Environmental Aquatic Maintenance Service Report

1. Aquatic Maintenance Log

Ms. Thibault reported that Mr. Burnett had advised that they would be able to complete the fish stocking soon.

C. Red Tree Landscape

Mr. Bartlett discussed the maintenance schedule and weeding as needed. The Board discussed the maintenance/weeding schedule and potential financial burden to the District.

1. Landscape Maintenance Report

Mr. Bartlett presented the report, noting the maintenance schedule and discussing the changes to be implemented in the next month.

2. Irrigation Report

Mr. Bartlett presented the irrigation report.

3. Consideration of Proposal: Media Enhancement - \$2,899

Mr. Bartlett presented the proposal. Supervisor Pellan asked about the images provided with the proposal.

On a MOTION by Supervisor Twomey, SECONDED by Supervisor Smith, WITH ALL IN FAVOR, the Board Approved the Median Enhancement Proposal for \$2,899 for the Long Lake Ranch Community Development District.

4. Red Tree Response to July Field Maintenance Report

Ms. Thibault noted that RedTree was going to take the report back to their office to address.

Board discussed the proposal, noting the locations Mr. Bartlett had included and the options available, including sod and shells, and what would happen to the areas where the material would be placed.

5. Field Maintenance Report

6. Discussion of Hurricane Preparedness & Overgrowth

Ms. Thibault outlined her requests to RedTree to prevent hurricane destruction, notably lifting the trees, getting them off the infrastructure, trimming overgrowth, and listing resident overgrowth for the Board to address. The Board discussed possible overgrowth concerns and responsibility for managing said overgrowth.

7. Walk-on Proposal for August 5th Irrigation Repairs - \$600

Mr. Bartlett presented the proposal, noting the irrigation issues that needed to be repaired. Ms. Thibault opened the floor to audience comments on the proposal. Hearing none, the motion progressed.

On a MOTION by Supervisor Smith, SECONDED by Supervisor Twomey, WITH ALL IN FAVOR, the Board Approved the Walk-on Proposal for the August 5 Irrigation Repairs for \$600 for the Long Lake Ranch Community Development District.

D. Blue Water Aquatics Quarterly Fountain Report

Chairwoman Clawson asked her questions about the report. Ms. Thibault confirmed she would reach out to Blue Water and get back to the Board.

E. District Counsel

1. Discussion of Oak Hammock-Nature Drive Fence

Ms. Sandy shared the updates with the Board, noting the resident would have until late September to respond.

2. Consideration for Adoption of Resolution 2026-11; Resetting Public Hearing on Revised Rules of Procedure with Red Line Version of Rules

Chairwoman Clawson asked if they were required to advertise in the newspaper, noting other communities have advertised via sign. Supervisor Thompson asked Ms. Sandy several questions regarding redactions and public records requests.

On a MOTION by Supervisor Twomey, SECONDED by Chairwoman Clawson, WITH ALL IN FAVOR, the Board Adopted Resolution 2026-11 Resetting Public Hearing on Revised Rules of Procedure with Red Line Version of Rules for the Long Lake Ranch Community Development District.

V. Business Items

A. Public Hearing on the FY 2026-2027 Operating Budget

1. Open the Public Hearing

On a MOTION by Chairwoman Clawson, SECONDED by Supervisor Smith, WITH ALL IN FAVOR, the Board Opened the Public Hearing on the FY 2026-2027 Operating Budget for the Long Lake Ranch Community Development District.

2. Ms. Thibault presented the FY 2026-2027 operating budget, noting the past trends, current breakdowns, and amounts allocated by category. She presented the budget line by line. Ms. Thibault explained to residents what trustee fees and arbitrage are and answered audience questions.

On a MOTION by Chairwoman Clawson, SECONDED by Supervisor Pellan, WITH ALL IN FAVOR, the Board Closed the Public Hearing on the FY 2026-2027 Operating Budget for the Long Lake Ranch Community Development District.

B. Consideration for Adoption of Resolution 2026-12; Annual Appropriation Resolution Adopting the FY 2026-2027 Budget

On a MOTION by Supervisor Smith, SECONDED by Supervisor Thompson, WITH ALL IN FAVOR, the Board Adopted Resolution 2026-12, the Annual Appropriation Resolution Adopting the FY 2026-2027 Budget for the Long Lake Ranch Community Development District.

C. Public Hearing on the FY 2026-2027 Levying of O&M Assessments

1. Open the Public Hearing

On a MOTION by Supervisor Pellan, SECONDED by Supervisor Smith, WITH ALL IN FAVOR, the Board Opened the Public Hearing on the FY 2026-2027 Levying of O&M Assessments for the Long Lake Ranch Community Development District.

2. Presentation of the FY 2026-2027 Assessments.

Ms. Thibault presented the FY 2026-2027 assessments. There were no audience comments.

On a MOTION by Supervisor Smith, SECONDED by Chairwoman Clawson, WITH ALL IN FAVOR, the Board Closed the Public Hearing on the FY 2026-2027 Levying of O&M Assessments for the Long Lake Ranch Community Development District.

D. Consideration for Adoption Resolution 2026-13; Providing for the Collection & Enforcement of Special Assessments for the Funding of the FY 2026-2027 Budget

On a MOTION by Supervisor Twomey, SECONDED by Supervisor Smith, WITH ALL IN FAVOR, the Board Adopted Resolution 2026-13; Providing for the Collection & Enforcement of Special Assessments for the Funding of the FY 2026-2027 Budget for the Long Lake Ranch Community Development District.

VI. Amenity General Manager & Field Manager

A. Presentation for Discussion – Amenity & Field Status Report

Mr. York reported on the gates that needed to be replaced, noting that one side was going to need rewiring, an extra \$300-\$400. He reported on the downed stop signs and wind screens.

1. Presentation of Signage to be Ordered

Ms. Thibault explained the sign presentation, noting the intention to demonstrate the signs to the Board. Chairwoman Clawson shared her noted on the signage. The Board discussed the sign verbiage, agreeing to remove “are” from the signs. The Supervisors discussed removing “no trespassing” from the signs. The Board agreed to move forward with the verbiage changed to “dawn to dusk.”

VII. Financial & Administrative Matters

A. Consideration for Acceptance of June 30, 2026 Unaudited Financial Statements

- Ms. Thibault presented the statements. Supervisor Smith asked for an individual line for the Candyman. Supervisor Pellan suggested individual lines for the vendors including, Manda’s Minnows, and tennis.

On a MOTION by Supervisor Smith, SECONDED by Supervisor Pellan, WITH ALL IN FAVOR, the Board Accepted the June 30, 2026 Unaudited Financial Statements with the Additional Clarification of Line 87 for the Long Lake Ranch Community Development District.

A. Presentation of Check Details for July 2026

- Ms. Thibault presented the check details.

B. Consideration of Approval – The Minutes of the Board of Supervisors Regular Meeting Held July 2, 2026

- Ms. Thibault advised that moving forward, the Board would only be receiving summary minutes, though the audio recording would also be available. Supervisor Twomey noted he had voted against the RedTree proposal and that had been marked incorrectly.

On a MOTION by Supervisor Twomey, SECONDED by Supervisor Smith, WITH ALL IN FAVOR, the Board Accepted the Minutes of the Board of Supervisors Regular Meeting Held July 2, 2026 Including the Suggested Change for the Long Lake Ranch Community Development District.

C. Presentation of Approval Listing – FY 2026

VIII. Staff Reports

A. District Manager

1. Consideration of Community Event for Electronics Disposal

- Ms. Thibault presented the event.

IX. Audience Comments – New Business

A resident asked why shade trees were being considered for the basketball courts and not the tennis courts as well.

X. Supervisor Requests

Chairwoman Clawson expressed concerns about the full payment for maintaining the pool. Ms. Thibault advised that she would reach out to Cooper Pools. Chairwoman Clawson asked if signage needed to be considered for other items, for example dog parks and electronic vehicles. She asked about towing, curb painting, and the response on the domain. The Board discussed the issues with the domain, directing Ms. Sandy to send a certified letter. Supervisor Smith expressed his concerns with the pool maintenance charges. Ms. Thibault detailed their documentation to get in touch with Cooper Pools regarding their permit. Supervisor Thompson asked about the plaques.

XI. Adjournment

With no further business, a motion to adjourn was made and seconded. Upon unanimous consent, the Chair concluded the meeting.

On a MOTION by Supervisor Twomey, SECONDED by Supervisor Pellan, WITH ALL IN FAVOR, the Board adjourned the Meeting for the Long Lake Ranch Community Development District.

~Any individual who wishes to appeal a decision made by the Board with respect to any matter considered at this meeting is hereby advised that they may be responsible for ensuring that a verbatim record of the proceedings is made, including all testimony and evidence upon which the appeal is based.~

The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on [REDACTED], 2026.

Signature

Signature

Printed Name ☐ Secretary ☐ Assistant Secretary

Printed Name ☐ Chairman ☐ Vice Chairman

EXHIBIT 22

[RETURN TO AGENDA](#)

Meeting Date	Vendor	2	Amount	3	Brief Item Description
10/2/2025	Anchor Stone		\$ 850.00		Drip Line Irrigation Project Inspection
10/2/2025	Blue Water Aquatics		\$ 524.15		Estimate for Fountain 2 control box replacement
10/2/2025	Bryans Fence		\$ 2,600.00		Proposal for fencing needs
10/2/2025	Red Tree Landscape		\$ 5,225.00		Replacement of Muhly Grass on Long Lake Ranch Blvd.
10/2/2025	Red Tree Landscape		\$600 per month		Monthly Irrigation repairs
11/3/2025	Cooper Pools		\$ 2,075.00		Remediation of Foxtail Pool
11/3/2025	Red Tree Landscape		\$ 3,200.00		Cut stumps at Foxtail and haul away
11/3/2025	Red Tree Landscape		\$ 2,200.00		Woodline cutback proposal
11/3/2025	Red Tree Landscape		\$ 49,500.00		Installation of mulch
11/3/2025	Red Tree Landscape		\$ 1,000.00		Irrigation proposal
11/3/2025	Welch Tennis		\$ 910.48		Wind screen
12/4/2025	American Illuminations		\$ 2,500.00		Wreath Hanging
12/4/2025	Blue Water Aquatics		\$ 884.83		Fountain Repair
12/4/2025	Cooper Pools		\$ 2,860.00		Filter Cartridge Grid at Foxtail Pool
12/4/2025	Keystone Backflow Services		\$ 453.00		Backflow
12/4/2025	Red Tree Landscape		\$ 120.25		Irrigation Repair
2/5/2026	Bay Paver Cleaning		\$ 12,550.00		Pool deck resurfacing
2/5/2026	Red Tree Landscape		\$ 1,040.00		Irrigation Repair on 12/1/25
2/5/2026	Red Tree Landscape		\$ 891.00		Irrigation Repair on 12/2, 12/3
2/5/2026	Red Tree Landscape		\$ 450.00		Tree Removal Proposal
2/5/2026	Red Tree Landscape		\$ 2,390.00		Revised Plant material proposal for viburnum
2/5/2026	W.C. Sherrill / Johnson Engineering		\$ 550.00		Boundary Proposal Survey
3/5/2026	Red Tree Landscape		\$ 4,125.00		Tree Removal and Stump Grind (11 trees) Around the Basketball- Red Tree-\$4,125 (with revisions)
3/5/2026	Redtree Tree Landscape		\$ 2,390.00		Revised Plant Material Installation Proposal for \$2,390 for the Long Lake Ranch Community

3/5/2026	WC Sherill and Company LLC	\$ 950.00	Aerial Survey - Approval is given once this is considered binding
4/2/2026	Blue Water Aquatics	\$ 950.00	Ratification of fountain repair proposal
4/2/2026	Red Tree Landscape	\$ 4,400.00	Tree removal around baskebt ball court (11 trees)
5/7/2026	ADS	\$ 11,650.00	pond bank stabilization and structural erosion repair
5/7/2026	ADS	\$ 3,300.00	Mitered end sections
5/7/2026	American Illuminations	\$ 14,000.00	Pay track lighting early
5/7/2026	Cooper Pools	\$ 1,000.00	Patching 10 additional voids
5/7/2026	District Counsel	\$ 150.00	Transfer domain
5/7/2026	GHS	\$ 4,800.00	Mosquito fish/ minnow restocking
5/7/2026	Red Tree Landscape	\$ 800.00	Flush Cut and Stump Grind of 2 Pine trees at Basketball Court - \$800
5/7/2026	Red Tree Landscape	\$ 250.00	Serenoa Stump Grind
5/7/2026	Red Tree Landscape	\$ 34,513.08	Replaement of Nightshade pump replacement and Primrose
5/7/2026	WC Sherill and Company LLC	\$ 1,050.00	19578 Long lake Ranch Blvd
6/4/2026	LLS tax Solutions	\$ 550.00	Series 2015 Arbitrage
6/4/2026	Don Harris	\$ 440.00	Electric for Pumps
7/2/2026	Red Tree Landscape	\$ 5,000.00	NTE \$5,000 - have bahia versus firebush
7/2/2026	ADS	\$ 21,450.00	drainage matter - comes out of reserves

EXHIBIT 23

[RETURN TO AGENDA](#)

Review quote and press Approve or Reject below

Cooper Pools Inc

4850 Allen Rd PMB 13
Zephyrhills, FL 33541
(844) 766-5256
info@cooperpoolsinc.com
https://cooperpoolsinc.com/

QUOTE

Quote Number
991

Quote Total
\$553.36

Bill To:
Long Lake Ranch CDD
255 Primera Boulevard, Suite 160
Lake Mary, FL 32746

Quote Date
August 12, 2026
Expiration Date
September 12, 2026

LOCATION: 2042 Lake Waters Place , Lutz

Item	Description	Qty	Rate	Amount
Silver Algaedyn Black Algae Treatment 1 qt treats 20000 gallons	Silver Algaedyn Black Algae Treatment 20000 gallons	3	101.12	303.36
Black Algae Dive	Black Algae Dive	1	250.00	250.00

Technician reports small amounts of black algae present on floor, scum gutter and by deep end ladder.

Attachments



LongLakeAmenity BlackAlgae2.jpg



LongLakeAmenity BlackAlgae.jpg

Subtotal	\$553.36
Tax	\$0.00
Quote Total	\$553.36

EXHIBIT 24

[RETURN TO AGENDA](#)

Review quote and press Approve or Reject below

Cooper Pools Inc

4850 Allen Rd PMB 13
Zephyrhills, FL 33541
(844) 766-5256
info@cooperpoolsinc.com
<https://cooperpoolsinc.com/>

QUOTE

Quote Number
953

Quote Total
\$1,470.00

Bill To:
Long Lake Ranch CDD
255 Primera Boulevard, Suite 160
Lake Mary, FL 32746

Quote Date
July 24, 2026
Expiration Date
August 24, 2026

LOCATION: 2042 Lake Waters Place , Lutz

Item	Description	Qty	Rate	Amount
Unicel 13.5" x 24" Anthony Rectangular DE Filter Grid	Unicel 13.5" x 24" Anthony Rectangular DE Filter Grid	24	50.00	1,200.00
Installation / Labor	Installation / Labor	1.5	180.00	270.00

During our recent service visits, our technician has continued to monitor the condition of the DE filter grids serving the amenity pool. At this time, the tears in the filter grids have become progressively worse.

Because the secondary pool is currently out of service for repairs, the amenity pool is experiencing a significantly higher bather load than normal. This increased usage has required our technicians to clean the filter twice per week in an effort to maintain proper circulation, filtration, and water quality. While these additional cleanings have helped temporarily, they cannot compensate for the deteriorating condition of the filter grids.

Damaged filter grids reduce the filter's effectiveness by allowing DE powder and debris to bypass the filtration system, resulting in:

Reduced water clarity and filtration efficiency.
Increased wear on pool equipment.
More frequent filter cleanings and maintenance.
Greater potential for water quality issues as swimmer demand remains elevated.

To maintain proper system performance and minimize the risk of unexpected equipment or water quality issues, we recommend replacing the complete set of filter grids as soon as possible.

Please let us know if you would like Cooper Pools to prepare a proposal for the replacement. We would be happy to schedule the work at your earliest convenience to help ensure the amenity pool continues to operate safely and efficiently while the second pool remains closed.

If you have any questions, please contact our office at 844-766-5256.

Subtotal	\$1,470.00
Tax	\$0.00
Quote Total	\$1,470.00

Cooper Pools Inc
info@cooperpoolsinc.com

Name & Signature

Date



Cooper Pools

844-766-5256

