

# LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida (813) 944-1001  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[longlakecdd.org](http://longlakecdd.org)

January 19, 2022

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

## **AGENDA**

Dear Board Members:

The Regular meeting of the Board of Supervisors' of the Long Lake Reserve Community Development District will be held on **Thursday, January 27, 2022 at 6:00 p.m.** at the Long Lake Reserve Amenity Center, located at 19617 Breynia Dr., Lutz, FL 33558. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
  - A. Appointment of Open Board Seat ..... Tab 1
  - B. Consideration Resolution 2022-01; Re-Designating  
Officers of the District ..... Tab 2
  - C. Ratification of Fencing under Boardwalk..... Tab 3
  - D. Consideration of Landscape Proposals ..... Tab 4
  - E. Consideration of Pest Control Proposals ..... Tab 5
  - F. Consideration of Securiteam Proposals ..... Tab 6
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors'  
Meetings Held on December 16, 2021 ..... Tab 7
  - B. Consideration of Operation and Maintenance  
Expenditures for November and December 2021 ..... Tab 8
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Presentation of Aquatic Service Report ..... Tab 9
  - D. Clubhouse Manager
    1. Presentation of Clubhouse Report ..... Tab 10
  - E. District Manager ..... Tab 11
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

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

Sincerely,

*Debby Wallace*

Debby Wallace  
District Manager

## **Tab 2**

**RESOLUTION 2022-01**

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

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

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

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

Section 1. \_\_\_\_\_ is appointed Chairman.

Section 2. \_\_\_\_\_ is appointed Vice Chairman.

Section 3. \_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
Debby Wallace is appointed Assistant Secretary.  
Matthew Huber is appointed Assistant Secretary.

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

**PASSED AND ADOPTED THIS 27TH DAY OF JANUARY 2022.**

**LONG LAKE RESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY/ASST. SECRETARY**

## **Tab 7**

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**LONG LAKE RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Long Lake Reserve Community Development District was held on **Thursday, December 16, 2021 at 9:00 a.m.** at the Long Lake Reserve Amenity Center, located at 19617 Breynia Dr., Lutz, FL 33558.

Present and constituting a quorum were:

Betty Valenti	<b>Board Supervisor, Chairman</b>
Scott Humphrey	<b>Board Supervisor, Vice-Chairman</b>
Stephanie Greenfield	<b>Board Supervisor, Assistant Secretary</b>
Sara Schwartz	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Debby Wallace	<b>District Manager, Rizzetta &amp; Co.</b>
Bill Johnson	<b>Manager, District Financial Services, Rizzetta &amp; Co. (via conf. call)</b>
Deneen Klenke	<b>Amenity Services Manager, Rizzetta &amp; Co.</b>
John Wegner	<b>Representative, Yellowstone</b>

Audience	<b>None</b>
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**FIRST ORDER OF BUSINESS****Call to Order**

Ms. Wallace called the meeting to order and conducted roll call.

**SECOND ORDER OF BUSINESS****Audience Comments**

No audience members present.

**THIRD ORDER OF BUSINESS****Appointment of Open Board Seat**

This was tabled.

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2022-01;  
Re-Designating of Officers of the  
District**

This item was tabled.

**FIFTH ORDER OF BUSINESS**

**Consideration of Updated Contract  
for Pest Control**

The Board directed staff to collect proposals for the next CDD meeting.

**SIXTH ORDER OF BUSINESS**

**Consideration of Letter to Residents**

On a Motion by Ms. Greenfield, seconded by Ms. Schwartz, with all in favor, the Board of Supervisors approved the letter to Homeowners and the recovery resolution letter and authorized Rizzetta & Company to mail them to homeowners, for the Long Lake Reserve Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of RASI Contract  
Assignment**

On a Motion by Mr. Humphrey, seconded by Ms. Greenfield, with all in favor, the Board of Supervisors approved the RASI Contract Assignment, for the Long Lake Reserve Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of RTS Contract  
Assignment**

On a Motion by Ms. Valenti, seconded by Mr. Humphrey, with all in favor, the Board of Supervisors approved the RTS Contract Assignment, for the Long Lake Reserve Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors Meeting held on  
November 18, 2021**

On a Motion by Ms. Valenti, seconded by Mr. Humphrey, with all in favor, the Board of Supervisors approved the November 18, 2021 Board of Supervisors Meeting Minutes, as amended, for the Long Lake Reserve Community Development District.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Not present.

**B. District Engineer**

Not present.

**C. Aquatic Service Report**

Ms. Wallace presented the aquatic report to the Board. Ms. Valenti directed District Engineer to review pond sites F& SE for erosion.

**D. Clubhouse Manager**

Ms. Piccalo presented the Clubhouse Report to the Board.

Securiteam was directed by the Board to provide different option proposals for next CDD meeting for more security cameras.

**E. Landscape Report**

Mr. Wegner updated the Board on landscaping.

**F. District Manager**

Ms. Wallace announced that the next scheduled meeting is for January 27, 2022 at 6:00 p.m.

The Board reviewed a proposal from Lee Electrical for 2 trees in front of the clubhouse for \$2,480.00.

The Board requested to add policies to next meeting agenda for discussion.

**ELEVENTH ORDER OF BUSINESS****Supervisor Requests**

Mr. Humphrey requested District Engineer and District Counsel to ensure the transfer of ownership of the roads from the CDD to the County is completed and collect the documentation. Sent email to DE and DC 12-16.

Mr. Humphrey requested staff to collect a proposal from Yellowstone to replace the stones in front of the clubhouse with mulch. And a separate line item to transfer the stones to another location.

**TWELFTH ORDER OF BUSINESS****Adjournment**

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

On a Motion by Mr. Humphrey, seconded by Ms. Greenfield, with all in favor the Board of Supervisors adjourned the meeting at 10:05 a.m., for the Long Lake Reserve Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman



## **Tab 8**

# LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

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District Office · Wesley Chapel, Florida · 813-994-1001  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614  
[www.longlakereserve.org](http://www.longlakereserve.org)

## **Operation and Maintenance Expenditures November 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$49,908.99**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Long Lake Reserve Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
AllJax, Inc	001784	1400	Sidewalk Repair & Maintenance 11/21	\$ 7,000.00
Austin Outdoor, LLC	001799	TM 283182	Monthly Landscape Maintenance 11/21	\$ 7,087.00
Austin Outdoor, LLC	001799	TM 291496	1 Inch Crushed Shell on Path 11/21	\$ 4,254.54
Austin Outdoor, LLC	001799	TM 293147	Remove & Replace Dead Palm Tree 11/21	\$ 655.76
Austin Outdoor, LLC	001799	TM 293584	Irrigation Repairs 11/21	\$ 82.66
Board of County Commissioners	001791	21219897	2021 Solid Waste Assessment 11/21	\$ 357.04
Bright House Networks	20211104-1	082530701101621	Account #0050825307-01 19617 Breynia DR 10/21	\$ 285.82
Burr & Forman LLP	001776	1268269	General Legal Services 09/21	\$ 1,925.00
County Sanitation	001785	1B100621	Monthly Waste Services 11/21	\$ 4,257.81
Department of Economic Opportunity	001786	85418	Special District Fee FY 21/22	\$ 175.00
Duke Energy	001773	13538 97472 10/21	0000 Leonard RD Lite, Phase 3B 10/21	\$ 998.98
Duke Energy	001773	41850 30400 10/21	00 Henley Road Streetlight 10/21	\$ 390.85

# Long Lake Reserve Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Duke Energy	001787	9100 8628 4637 10/21	19245 Breynia Dr. Sign, Monument, Irrigation 10/21	\$ 18.07
Duke Energy	001787	9100 8628 5034 10/21	19932 Leonard Rd Sign 10/21	\$ 19.99
Duke Energy	001787	9100 8628 5448 10/21	19617 Breynia Drive - Morsani Amenity 10/21	\$ 689.77
Duke Energy	001787	9100 8628 5638 10/21	000 Henley Road - Street Lights 10/21	\$ 2,942.59
GEC Services, LLC	001793	INV-54164	Janitorial Services 11/21	\$ 844.35
Gladiator Pressure Cleaning, Inc.	001788	20802	Pressure Washing Pool Decks, Pavers & Sidewalks 11/21	\$ 650.00
Home Team Pest Defense, Inc.	001792	80655788	Monthly Pest Control 11/21	\$ 114.50
Horner Environmental Professionals, Inc.	001778	217901	Chemical Treatment (Morsani) 09/21	\$ 500.00
Lee R Thompson	001783	LT102821	Board of Supervisors Meeting 10/28/21	\$ 213.90
Long Lake Reserve CDD	CD024	CD024	Replenish Debit Card	\$ 833.47
Mike Fasano, Pasco County Tax Collector	001790	34-26-18-0070-0P100-000 2021	2021 Stormwater Assessments 11/21	\$ 720.48
Pasco County Utilities	001789	15720799	19244 Breynia Irrigation Drive 10/21	\$ 177.05

# Long Lake Reserve Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pasco County Utilities	001789	15721049	19617 Breynia Dr 10/21	\$ 202.42
Pasco County Utilities	001789	15721050	19932 Leonard Rd 10/21	\$ 391.83
Pasco County Utilities	001789	15721051	Morsani Phase 2 Irrigation 10/21	\$ 42.95
Rizzetta & Company, Inc.	001774	INV0000062495	District Management Fees 11/21	\$ 4,167.42
Rizzetta Amenity Services, Inc.	001780	INV00000000009272	Amenity Management Services 10/29/21	\$ 2,504.90
Rizzetta Amenity Services, Inc.	001794	INV00000000009294	Out of Pocket Expense 10/21	\$ 83.04
Rizzetta Amenity Services, Inc.	001794	INV00000000009320	General Management & Oversight 11/21	\$ 3,290.80
Rizzetta Technology Services	001775	INV0000008127	Website Hosting Services 11/21	\$ 100.00
Sara Schwartz	001781	SS102821	Board of Supervisors Meeting 10/28/21	\$ 200.00
Securiteam, Inc.	001795	14797	Quarterly Monitoring - Amenity Center 11/21	\$ 1,440.00
Solitude Lake Management	001796	PI-A00706325	Lake Management Services 11/21	\$ 779.00
Stantec Consulting Services, Inc.	001797	1851123	Engineering Services 10/21	\$ 262.00

# Long Lake Reserve Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Stephanie T Greenfield	001777	SG102821	Board of Supervisors Meeting 10/28/21	\$ 200.00
Suncoast Pool Service	001798	7739	Monthly Pool Service 11/21	\$ 850.00
William Scott Humphry	001779	SH102821	Board of Supervisors Meeting 10/28/21	<u>\$ 200.00</u>
Report Total				<u><b>\$ 49,908.99</b></u>