

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

February 16, 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, February 24, 2022 at 9:00 a.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. Acceptance of Resignation of Betty Valenti Tab 1
 - B. Consideration of Resolution 2022-02; Re-Designating Officers of the District Tab 2
 - C. Discussion of CDD Policies Tab 3
 - D. Response from Egis Regarding Bounce Houses..... Tab 4
 - E. Consideration of Landscape Proposal Tab 5
 - F. Consideration of Holiday Lighting Proposal (under separate cover)
 - G. Consideration of Camera & Speaker Proposal (under separate cover)
 - H. Discussion of Tennis Court Lighting Proposal Tab 6
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meetings Held on January 27, 2022 Tab 7
 - B. Consideration of Operation and Maintenance Expenditures for January 2022 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 2022-02

**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 24TH DAY OF FEBRUARY 2022.

**LONG LAKE RESERVE COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

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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, January 27, 2022 at 6:00 p.m.** at the Long Lake Reserve Amenity Center, located at 19617 Breynia Dr., Lutz, FL 33558.

Present and constituting a quorum were:

Scott Humphrey	Board Supervisor, Vice-Chairman
Stephanie Greenfield	Board Supervisor, Assistant Secretary
Sara Schwartz	Board Supervisor, Assistant Secretary

Appointed during the meeting:

William Humphries	Board Supervisor, Assistant Secretary
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Also present were:

Debby Wallace	District Manager, Rizzetta & Co.
Scott Steady	District Counsel, Burr Forman, P.A.
	(via conf. call)
Tonja Stewart	District Engineer, Stantec Consulting
	(via conf. call)
Felicia Gammon	Clubhouse Manager
Deneen Klenke	Amenity Services Manager, Rizzetta & Co.
Frank Prete	Representative, Securiteam

Audience	None
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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**

An audience member requested a change to policies to allow residents to sue bounce houses. The Board directed Ms. Wallace to contact Egis and ask if there is a difference in liability by allowing bounce houses at community events only vs. community events and residents for rental parties on CDD property.

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

Ms. Gabriella Roberts and Mr. William Humphries addressed the Board and answered questions.

On a Motion by Ms. Greenfield, seconded by Mr. Humphrey, with all in favor, the Board of Supervisors appointed William Humphries to Seat 5 for the term 11/2020 through 11/2022, for the Long Lake Reserve Community Development District.

Ms. Wallace who is a notary for the State of Florida administered the Oath of Office to William Humphries.

Ms. Wallace distributed questionnaire, Form 1, Guide to Sunshine Amendment, Code of Ethics and Florida Statutes Chapter 190. Mr. Steady will contact Mr. Humphries after the meeting to review Sunshine Law/Code of Ethics for public officers.

Mr. Humphries accepted the Oath and acknowledged that he would accept compensation as authorized by Florida Statutes.

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

On a Motion by Mr. Humphrey, seconded by Ms. Greenfield, with all in favor, the Board of Supervisors adopted Resolution 2022-01; Re-designating Officers of the District appointing Betty Valenti as Chairman, Scott Humphrey as Vice-Chairman and remaining Board Supervisors as Assistant Secretaries along with Debby Wallace and Matthew Huber, for the Long Lake Reserve Community Development District.

FIFTH ORDER OF BUSINESS**Ratification of Fencing under
Boardwalk Proposal**

On a Motion by Mr. Humphrey, seconded by Mr. Humphries, with all in favor, the Board of Supervisors ratified Jon's Custom Fence proposal in the amount of \$950.00, for the Long Lake Reserve Community Development District.

SIXTH ORDER OF BUSINESS**Consideration of Landscape Proposal**

The Board tabled this proposal and directed Ms. Wallace to ask if CDD can receive reimbursement for stones.

An audience member requested Tennis Court lights. The Board directed Ms. Wallace to collect a quote and report back to the Board at the next meeting.

SEVENTH ORDER OF BUSINESS**Consideration of Pest Control Proposal**

On a Motion by Mr. Humphrey, seconded by Ms. Schwartz, with all in favor, the Board of Supervisors approved the Home Team Pest Control for \$126.00, for the Long Lake Reserve Community Development District.

EIGHTH ORDER OF BUSINESS**Consideration of Securiteam Proposals**

Mr. Prete presented the proposals from Securiteam and reviewed with the Board.

On a Motion by Mr. Humphrey, seconded by Ms. Greenfield, with all in favor, the Board of Supervisors approved the Securiteam proposal to replace 2 speakers and add an additional speaker in the amount of \$1,452.0 and the software update proposal in the amount of \$728.00, for the Long Lake Reserve Community Development District.

The Board directed Mr. Prete to provide a proposal from one (1) camera and speaker for Clubhouse room for next agenda and itemized proposal for rest of budget season.

NINTH ORDER OF BUSINESS**Consideration of Minutes of the Board of Supervisors Meeting held on December 16, 2021**

On a Motion by Mr. Humphrey, seconded by Ms. Greenfield, with four in favor, Mr. Humphries abstained, the Board of Supervisors approved the December 16, 2021 Board of Supervisors Meeting Minutes, as presented, for the Long Lake Reserve Community Development District.

TENTH ORDER OF BUSINESS**Consideration of Operation & Maintenance Expenditures for November and December 2021**

On a Motion by Ms. Schwartz, seconded by Ms. Greenfield, with four in favor, Mr. Humphries abstained, the Board of Supervisors approved the Operation & Maintenance Expenditures for November 2021 (\$49,908.89) and December 2021 (\$46,245.98), for the Long Lake Reserve Community Development District.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

No report.

B. District Engineer

Ms. Stewart provided an update on the Stormwater legislation.

C. Aquatic Service Report

Ms. Wallace presented the aquatic report to the Board. The Board discussed the dumping at Pond 2.

Ms. Wallace noted the Under Assessment letters were mailed to the homeowners this week.

The Board directed Ms. Wallace to collect proposals for holiday lighting.

D. Clubhouse Manager

Ms. Gammon presented the Clubhouse Report to the Board.

E. Landscape Report

No report.

F. District Manager

Ms. Wallace announced that the next scheduled meeting is for February 24, 2022 at 9:00 a.m.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests.

THIRTEENTH 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 Ms. Greenfield, seconded by Ms. Schwartz, with all in favor the Board of Supervisors adjourned the meeting at 7:16 p.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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Operation and Maintenance Expenditures January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$33,057.06**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Austin Outdoor, LLC	001834	TM 308532	Sylvester OTC Injections 12/21	\$ 257.14
Bright House Networks	2022-01-1	082530701121621	Account #0050825307-01 19617 Breynia DR 12/21	\$ 285.82
Burr & Forman LLP	001829	1283291	General Legal Services 11/21	\$ 1,925.00
County Sanitation	001835	21117488	Monthly Waste Services 01/22	\$ 4,399.02
Duke Energy	001836	9100 8628 4637 12/21	19245 Breynia Dr. Sign, Monument, Irrigation 12/21	\$ 30.53
Duke Energy	001830	9100 8628 4835 12/21	0000 Leonard RD Lite, Phase 3B 12/21	\$ 998.99
Duke Energy	001836	9100 8628 5034 12/21	19932 Leonard Rd Sign 12/21	\$ 30.58
Duke Energy	001830	9100 8628 5258 12/21	00 Henley Road Streetlight 12/21	\$ 390.84
Duke Energy	001836	9100 8628 5448 12/21	19617 Breynia Drive - Morsani Amenity 12/21	\$ 717.44
Duke Energy	001830	9100 8628 5638 11/21	000 Henley Road Streetlights Morsani 11/21	\$ 2,942.59
GEC Services, LLC	001838	INV-64826	Janitorial Services 01/22	\$ 844.35
Home Team Pest Defense, Inc.	001837	81898951	Monthly Pest Control 01/22	\$ 126.00

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Horner Environmental Professionals, Inc.	001831	218033	Chemical Treatment 11/21	\$ 500.00
Horner Environmental Professionals, Inc.	001831	218034	Chemical Treatment (Morsani) 11/21	\$ 500.00
Long Lake Reserve CDD	CD026	CD026	Replenish Debit Card	\$ 759.35
Long Lake Reserve CDD	CD027	CD027	Replenish Debit Card	\$ 581.92
Manasota Flooring, Inc.	001843	P447344	Pool Paver Repair 12/21	\$ 300.00
Pasco County Utilities	001839	15982405	19244 Breynia Irrigation Drive 12/21	\$ 252.48
Pasco County Utilities	001839	15982653	19617 Breynia Dr 12/21	\$ 185.88
Pasco County Utilities	001839	15982654	19932 Leonard Rd 12/21	\$ 374.57
Pasco County Utilities	001839	15982655	Morsani Phase 2 Irrigation 12/21	\$ 151.49
Rizzetta & Company, Inc.	001840	INV000000000064749	General Management & Oversight 01/22	\$ 3,018.15
Rizzetta & Company, Inc.	001832	INV0000064522	District Fees 01/22	\$ 4,267.42
Rizzetta & Company, Inc.	001844	INV0000064803	Annual Dissemination Services FY 21/22	\$ 5,000.00

Long Lake Reserve Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Securiteam, Inc.	001833	11620112921	Replace Maglock in Gate Near Basketball Court 12/21	\$ 720.00
Securiteam, Inc.	001841	11652120621	Replaced Linear Card Reader 01/22	\$ 447.00
Solitude Lake Management	001845	PI-A00740540	Lake & Pond Management Services 01/22	\$ 779.00
Stantec Consulting Services, Inc.	001842	1874721	Engineering Services 12/21	\$ 1,421.50
Suncoast Pool Service	001846	7919	Monthly Pool Service 01/22	<u>\$ 850.00</u>
Report Total				<u>\$ 33,057.06</u>