LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

<u>District Office · Wesley Chapel, Florida (813) 944-1001</u>

<u>Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u>

<u>longlakecdd.org</u>

November 9, 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, November 17, 2022 at 10:00 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.	CALI	L TO ORDER/ROLL CALL
2.	AUD	IENCE COMMENTS
3.	STA	FF REPORTS
	A.	District Counsel
	B.	District Engineer
	C.	Presentation of Aquatic Service Report
	D.	Landscape Report
	E.	Clubhouse Manager
		i. Presentation of Clubhouse Report
	F.	District ManagerTab 3
4.		INESS ITEMS
	Α.	Consideration of Proposal for Wetland G
	B.	Consideration of Resolution 2023-01; Canvassing and
	_	Certifying the Landowner Elections Results Tab 5
	C.	Administer Oath of Office
	D.	Consideration of Resolution 2023-02; Re-Designating
	_	Officers of the District
	Ε.	Consideration of Revised County Sanitation Agreement Tab 7
	F.	Consideration of Updated Janitorial Proposal
	G.	Consideration of Security Monitor Proposal
	H. I.	Consideration of Pressure Washing Proposal
		Ratification of Tree Removal Proposal
	J. K.	Consideration of Plant Replacement Proposal
5.		INESS ADMINISTRATION
J.	A.	Consideration of Minutes of the Board of Supervisors'
	, · · ·	Meetings Held on October 27, 2022 Tab 14
	B.	Consideration of Operation and Maintenance
	٥.	Expenditures for September 2022
6.	SUPI	ERVISOR REQUESTS
7.		OURNMENT

Long Lake Reserve CDD November 9, 2022 Page Two

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

RESOLUTION 2023-01

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

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

WHEREAS, such landowners meeting was held on November 17, 2022, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

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

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

Section 1.	The following persons are found, cert	tified, and declared to have been
duly elected	ed as Supervisors of and for the District,	having been elected by the votes
cast in thei	eir favor as shown:	

 Votes
Votes
 Votes

<u>Section 2.</u> In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, the above-named persons are declared to have been elected for the following terms of office:					
	2 Year Term, Seat				
	4 Year Term, Seat				
-	4 Year Term, Seat				
	Section 3. This resolution shall become effective immediately upon its adoption.				
PASSED AND ADOPTED THIS 17 th DAY OF NOVEMBER, 2022.					
	LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT				
	CHAIRMAN / VICE CHAIRMAN				
ATTEST:					
SECRETARY / ASSISTANT SECRETARY	_				

Exhibit A: November 17, 2022 Landowners Meeting Minutes

Exhibit A November 17, 2022 Landowners Meeting Minutes

RESOLUTION 2023-02

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.
	Jayna Cooper is appointed Assistant Secretary.
Section 4.	This Resolution shall become effective immediately upon its adoption.
PASSED .	AND ADOPTED THIS 17th DAY OF NOVEMBER 2022.
	LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT
	CHAIRMAN/VICE CHAIRMAN
ATTEST:	
SECRETARY/A	SST. SECRETARY

County Recycling, Inc.

5601 Haines Road N. • St. Petersburg, FL 33714 • 1-888-522-5794 • FAX 727-525-5720

SERVICE AGREEMENT				
This Agreement	entered into	this day of	, 2022 for Service Starting	, 2022 between Long Lake
Reserve Communication parties covenant	•		er "Customer" and County Recycling,	Inc. hereinafter "Company" to which
Trash \$11.71 per	r Unit, Recy		occupied Units). In addition, the Custo	einafter specified, customer agrees to pay omer will be charged \$17.32 for a container
2. Company agr	rees to provi	de customer: Trash and R	ecycled waste pickup.	
			the parties and shall be binding upon st party agrees to be bound by all terms h	
Agreement date. significant cost of	Since Governor Since	rnmental Dumping Chargovided, Company reserve	mental Dumping Charges, fuel cost an ges, fuel cost, and franchise fees, to wh is the right to increase monthly charges and franchise fees, such charges being	s in an amount equal to any
equipment and c	ontent, exce	pt when being serviced be nmercial refuse, which d	custody and control of Customer. Cus by Company. Customer warrants that a oes not include hazardous, toxic, high	1 1
		Company, Customer shall otice of Default to correc	provide Company with written notice t same.	e and Company will have a ten
charges for equipafter receipt of in non-payment wifee for all past d	pment maint nvoice from thout liabilit ue payments	enance) in accordance w Company. If any paymer y when Company advise s. If above charges are no	ith charges shown above. Payment sh nt is not made when due, Company ha s Customer is in default. Company ma	ovided by this Agreement (including all all be made by Customer within ten days as a right to suspend service to Customer fo ay impose, and Customer agrees to pay, late and the Company finds it necessary to take asonable Attorney's fees.
terminated by ei to Company, but Agreement when	ther party, b t only upon p n performan	by 30 days written notice payment of all amounts the ce is impossible due to accept the second of the ce is impossible due to accept the second of the ce is impossible due to accept the second of the second of the second of the second of th	(Certified Mail), Customer may term hen due Company. Both parties are re	t further action by parties, but may be inate Agreement upon 30 days written notic lieved from performance under this water, Wars, Riots, Fires, Explosions,
			ided herein and shall apply to changes provides collection service	s of service address location or additional
10. Should Custo evidenced by act			greed to in Agreement, either verbally	y or in writing, such changes shall be
11.				
(a) comp service	oliance requi		th necessary economic, operational, seral, state, county, municipal or regula	
(b)	The C	ompany shall maintain tl	nroughout the term of this Agreement	the following insurance:
	(i)	Worker's Compensa	ation Insurance as required by Florida	law.
	(ii) injurie		al Liability Insurance covering the Co than \$1,000,000 combined single lim	

Personal Protection Insurance and Property Protection Insurance to comply with the provisions of Florida laws, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Automobile Liability Insurance covering all owned, hired and non-owned vehicles with

damage liability, and covering at least the Company's Liability Coverage with limits of at least

- (c) All permits and/or licenses necessary for the services to be performed under this Agreement shall be obtained and paid for by the Company.
- 12. Both parties agree that the venue for any disputes arising out of this Agreement shall be Pinellas County, Florida.

\$1,000,000 (one million dollars) per accident or disease.

Executed at (CITY) St. Petersburg date by parties who represent they are authorized	
COUNTY RECYCLING, INC.	CUSTOMER
, D.V.	Authorized Representative Printed
BY:	BY: Authorized Representative Signature
Title: Sales Manager	Title:
Date:	Date:



Service Agreement

Customer: Long Lake Reserve CDD Date: 11/07/2022

Location: Lutz, FL

Contractor: Suncoast Spotless, LLC dba Office Pride of Tampa - Clearwater

I. <u>Contractor Responsibility</u>

- Contractor agrees to provide all services as described on the attached Cleaning Specifications sheet.
- b. Contractor agrees to provide all labor, equipment and cleaning supplies.
- c. Contractor agrees to provide service $\underline{\mathbf{3}}$ time(s) per week $\underline{\mathbf{during}}$ regular business hours.
- d. Contractor agrees to clean on the following days: Monday, Wednesdays & Fridays

II. <u>Customer Responsibility</u>

- a. Customer agrees to provide adequate secured storage facilities for contractor's equipment and supplies.
- b. Customer agrees to provide adequate water and electrical facilities for use of contractor.
- c. Customer agrees to provide three sets of keys and/or access code contractor's use.
- d. Customer to furnish all trash bags, paper products and soap. If client requests, contractor can provide and deliver these items for a competitive price.
- e. Customer agrees to provide adequate trash disposal facilities.
- f. Customer agrees not to employ or seek to employ any contractor employee or franchisee assigned to service client facilities during term of this agreement and for a period of three months following termination of this agreement unless given written permission by contractor.
- g. Customer agrees that contractor is not responsible for cleaning any blood spills and that blood spills will be cleaned upon occurrence by client's staff.
- h. Customer agrees this contract may be serviced by the contractor's in-house janitorial service or by an assigned franchise location which meets all the requirements set forth in this contract.

III. <u>Insurance Coverages</u>

- a. Contractor agrees to keep in force during term of this agreement the following insurance coverage:
 - i. Workers compensation (Policy limits per state statue).
 - ii. Comprehensive General Liability (\$1,000,000 per occurrence).
 - iii. \$10,000 Fidelity Bond for all employees.



٧.	<u>Period</u>	of Agreement
	a.	Service will commence the day of, 2022 and continue for a period of 1_year(s) or until canceled by thirty (30) days written notice by either party. Contract will automatically renew at end of time period specified above unless notice is given by either party. Pricing may increase annually as market conditions change and regular costs of doing business warrant annual increases. Increases will be communicated with at least 30 days' notice of the increase effective date.
v.	Change	s in Specifications or Frequencies
		Customer and contractor agree that specifications, frequencies or work assignments may be altered at any time by written notice. Contractor and customer will negotiate to determine cost of service changes.
/I.	Cost of	<u>Service</u>
		Customer agrees to pay contractor the sum of: §1,316.32 per month. Invoice will be sent to client on or around the 1st of same month service is performed and payment is due upon receipt of invoice. Payment via automatic EFT or Credit Card payment is preferred.
	b.	Unless noted, customer agrees that the following services are separate from this contract and can be quoted upon request:
		"Extra" cleaning tasks not covered in the attached cleaning
		specifications\$35.00 per hour
		 Carpet Cleaning\$0.35 sqft/\$231.00 visit Tile & Grout Cleaning\$0.75 sqft
	Customer:	Long Lake Reserve CDD
	Location:	Lutz, FL
	Signed By:	Name:
	Title: Office Pride	Date: Suncoast Spotless, LLC dba Office Pride of Tampa – Clearwater
	Office Pride	. Suncoast spotiess, LLC and Office Pride of Tampa – Clearwater
	Signed By:	Name:
	Title.	Date:

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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**, **October 27**, **2022 at 9:02 a.m.** at the Long Lake Reserve Amenity Center, located at 19617 Breynia Dr., Lutz, FL 33558.

Present and constituting a quorum were:

Stephanie Greenfield	Board Supervisor, Chairman
Sara Schwartz	Board Supervisor, Vice-Chairman
William Humphries	Board Supervisor, Assistant Secretary
Denise Crowder	Board Supervisor, Assistant Secretary
Gabrielle Roberts	Board Supervisor, Assistant Secretary
Also present were:	

Debby Wallace District Manager, Rizzetta & Co. Kellie Sprague Clubhouse Manager

Josh Hamilton Representative, Yellowstone

Jeff Benton Representative, Horner Environmental

Audience Present

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 addressed the Board regarding the pond behind his home at 1710 Cherry Walk that has lily pads and hydrilla. Jeff from Horner said hydrilla will be removed.

THIRD ORDER OF BUSINESS Staff Reports

A. Clubhouse Manager

Ms. Sprague updated the Board on a few items.

On a Motion by Ms. Schwartz, seconded by Ms. Roberts, with all in favor, the Board of Supervisors authorized the Chairman to approve a proposal to replace basketball court backboard at a not-to-exceed amount of \$2,000.00, for the Long Lake Reserve Community Development District.

		October	Page 2
В.	District Manager		
of Superv	on by Ms. Greenfield, second visors approved Irena Hea for the Long Lake Reserve Co	ting & Cooling mair	ntenance agreement for
	Ms. Wallace announced th 17, 2022 at 10:00 a.m.	nat the next scheduled	I meeting is for November
	Ms. Wallace presented the separate cover.	Playground Inspection	report to the Board under
	Ms. Sprague will post info mailbox area.	rmation regarding wet	tland encroachment at the
OURTH C	ORDER OF BUSINESS	Consideration	n of Wetland Proposal
This	item was tabled.		
FIFTH ORI	DER OF BUSINESS	Discussion Contract	Regarding Wetland
The	Board discussed the wetland	I contract.	
SIXTH ORI	DER OF BUSINESS	Staff Reports	(Continued)
A.	Landscape Report Mr. Hamilton reviewed the replace shrubs and remove meeting.	•	• • • •
of Superv trees alon	on by Ms. Schwartz, second isors authorized the Chairm g walking path at a not-to-ex Community Development Dist	an to approve a properced amount of \$5,0	posal remove hazardous
	Mr. Hamilton to look at optic	ons to renair nool numn	overflow
	With Flammon to look at option	one to ropali poor parrip	, everilew.
B.	District Counsel Not present. The Board rev	viewed the update from	n Scott Steady via email.
C.	District Engineer Not present.		
C.	Aquatic Service Report The Board reviewed the aq	uatic service report.	

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT October 27, 2022 - Minutes of Meeting

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90 FIFTH ORDER OF BUSINESS Ratification of Landscape Proposal 91 for Storm Clean-up 92 On a Motion by Ms. Schwartz, seconded by Ms. Crowder, with all in favor, the Board of Supervisors ratified the Yellowstone Storm clean-up proposal, for the Long Lake Reserve Community Development District. 93 SIXTH ORDER OF BUSINESS Consideration of County Recycling 94 95 Agreement 96 On a Motion by Ms. Greenfield, seconded by Ms. Roberts, with all in favor, the Board of Supervisors approved the agreement, plus fuel surcharge of \$250.73, administrative fee of \$3.95 and container fee of \$17.32, for the Long Lake Reserve Community Development District. 97 Consideration of Minutes of the 98 **SEVENTH ORDER OF BUSINESS** 99 **Board of Supervisors Meeting held** on September 22, 2022 100 101 On a Motion by Ms. Crowder, seconded by Mr. Humphries, the Board of Supervisors approved the September 22, 2022, as amended Board of Supervisors Meeting Minutes, as amended, for the Long Lake Reserve Community Development District. 102 **EIGHTH ORDER OF BUSINESS** Consideration of Operation & 103 104 Maintenance **Expenditures** for August 2022 105 106 On a Motion by Ms. Schwartz, seconded by Ms. Crowder, the Board of Supervisors approved the Operation & Maintenance Expenditures for August 2022 (\$70,114.48), for the Long Lake Reserve Community Development District. 107 **NINTH ORDER OF BUSINESS** 108 **Supervisor Requests** 109 110 Mr. Humphries provided an update regarding the traffic signs. 111 112 Ms. Roberts stated the HOA posted no parking signs on Pasco County Right-of-Way. Ms. Wallace to ask HOA to move to CDD property on the other side of the 113 sidewalk. 114 115 116 117 118 119 120

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT October 27, 2022 - Minutes of Meeting Page 4

Adjournment TENTH ORDER OF BUSINESS 127 128 129 Ms. Wallace stated that if there was no further business to come before the 130 Board then a motion to adjourn was in order. 131 On a Motion by Ms. Roberts, seconded by Mr. Humphries, with all in favor the Board of Supervisors adjourned the meeting at 10:21 a.m., for the Long Lake Reserve Community Development District. 132 133 134 135 Secretary / Assistant Secretary Chairman / Vice Chairman 136

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

<u>District Office · Wesley Chapel, Florida · 813-994-1001</u>

<u>Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614</u>

www.longlakereserve.org

Operation and Maintenance Expenditures September 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2022 through September 30, 2022. This does not include expenditures previously approved by the Board.

Approval of Expenditures:						
	Chairperson					
	Vice Chairperson					
	Assistant Secretary					

The total items being presented: \$63,695.71

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invo	ice Amount
AMTEC	100037	9/22/5846	Arbitrage Rebate Calculation Series 201	\$	1,450.00
Burr & Forman, LLP	100028	1332587	General Legal Services 07/22	\$	315.00
Charter Communications		82530701081622 23/64	19617 Breynia Dr 08/22	\$	312.93
County Sanitation Service	100038	29100633	Monthly Waste Services 09/22	\$	4,717.81
Denise C Crowder	100029	DC082522	Board of Supervisors Meeting 08/25/22	\$	200.00
Duke Energy		9100 8028 5258 08/22	000 Henley Road Streetlights Morsani 0	\$	303.41
Duke Energy		9100 8628 4637 08/22	19245 Breynia Dr. Sign, Monument, Irrig	\$	30.53
Duke Energy		9100 8628 4835 08/22	0000 Leonard RD Lite, Phase 3B 08/22	\$	772.53
Duke Energy		9100 8628 5034 08/22	19932 Leonard Rd Sign 08/22	\$	30.54
Duke Energy		9100 8628 5448 08/22	19617 Breynia Drive - Morsani Amenity (\$	616.77
Duke Energy		9100 8628 5638 08/22	000 Henley Road Streetlights Morsani 0	\$	2,281.52
Egis Insurance Advisors, L	L 100047	16558	General/POL Liability Insurance 10/01/2	\$	29,402.00

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice	e Amount
Florida Department of Rev	enue	61-8018624517-5 08/22	Sales Tax 08/22	\$	16.36
Gabrielle B Roberts	100030	GB082522	Board of Supervisors Meeting 08/25/22	\$	200.00
HomeTeam Pest Defense,	100048	86502243	Monthly Pest Control 08/22	\$	126.00
HomeTeam Pest Defense,	100048	87235539	Monthly Pest Control 09/22	\$	126.00
Jayman Enterprises, LLC	100031	2132	Tennis Court Repair 08/22	\$	125.00
Jayman Enterprises, LLC	100039	2157	Repairs/Maintenance 09/22	\$	275.00
Jayman Enterprises, LLC	100049	2176	Repairs 09/22	\$	325.00
Jenny Ramirez-Bello	100050	091722 Ramirez-Bello	Rental Deposit Refund 09/22	\$	200.00
Office Pride	100053	INV-105539	Janitorial Services 09/22	\$	541.75
Pasco County Utilities	100043	17156630	19244 Breynia Irrigation Drive 08/22	\$	508.15
Pasco County Utilities	100043	17157213	19617 Breynia Dr 08/22	\$	230.11
Pasco County Utilities	100040	17158172	19932 Leonard Rd 08/22	\$	954.85

Paid Operation & Maintenance Expenditures

Vendor Name	Check Numbe	r Invoice Number	Invoice Description	Invoi	ce Amount
Pasco County Utilities	100040	17158178	Morsani Phase 2 Irrigation 08/22	\$	57.77
PC Consultants	100044	107905	Office 365 Renewal 09/22	\$	134.00
PC Consultants	100051	107914	Service Call 09/22	\$	78.00
Regions Bank Corporate T	r 100032	103805	Trustee Fees S2018	\$	3,500.00
Rizzetta & Company, Inc.	100033	INV0000070228	Personnel Reimbursement 07/22/22	\$	3,495.46
Rizzetta & Company, Inc.	100027	INV0000070764	District Management Fees 09/22	\$	4,267.42
Rizzetta & Company, Inc.	100042	INV0000071204	General Management & Oversight 09/22	\$	2,943.33
Rizzetta & Company, Inc.	100041	INV0000071227	Out of Pocket Expense 08/22	\$	50.00
Rizzetta & Company, Inc.	100045	INV0000071523	Personnel Reimbursement 09/22	\$	2,242.47
Sara Schwartz	100034	SS082522	Board of Supervisors Meeting 08/25/22	\$	200.00
Securiteam, Inc.	100052	12591092022	Service Call - Morsani Amenity 09/22	\$	1,000.00
Stantec Consulting Service	es 100046	1976933	Engineering Services 08/22	\$	416.00

Paid Operation & Maintenance Expenditures

Total			5	\$	63.695.71
William F Humphries III	100036	WH082522	Board of Supervisors Meeting 08/25/22	\$	200.00
Suncoast Pool Service, Inc.	100054	8608	Monthly Pool Service 09/22	\$	850.00
Stephanie T Greenfield	100035	SG082522	Board of Supervisors Meeting 08/25/22	\$	200.00
Vendor Name	Check Number	Invoice Number	Invoice Description I	invoid	ce Amount