

LONG LAKE RESERVE COMMUNITY DEVELOPMENT DISTRICT

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October 11, 2023

**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, October 19, 2023 at 9:00 a.m.** at the Long Lake Reserve Amenity Center, located at 19617 Breynia Dr., Lutz, FL 33558. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Presentation of Aquatic Service Report Tab 1
 - D. Landscape Report
 - i. Consideration of Landscape Proposals Tab 2
 - E. Clubhouse Manager
 - i. Presentation of Clubhouse Report Tab 3
 - ii. Continued Discussion of Rules and Rates Tab 4
 - F. District Manager Tab 5
 - i. Plantings on CDD Property Along Leonard Tab 6
- 4. BUSINESS ITEMS**
 - A. Continued Discussion Regarding Wetland Maintenance
 - i. Solitude Management Plan Tab 7
 - ii. Solitude Wetland Maintenance Proposal Tab 8
 - iii. Solitude Wetland Planting Proposal..... Tab 9
 - iv. Solitude Wetland Removal Proposal Tab 10
 - v. Solitude Wetland SWFWMD Reporting Proposal Tab 11
 - B. Continued Discussion Regarding Vending Machine Tab 12
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting Held on September 21, 2023 Tab 13
- 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
Regional District Manager

Tab 13

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, September 21, 2023, at 9:01 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:

Daryl Adams	District Manager, Rizzetta & Co.
Tonja Stewart	DE, Stantec Consulting (by phone)
Scott Steady	DC; Burr Forman P.A. (by phone)
Kellie Sprague	Clubhouse Manager
Rod Bettini	Representative, Public Investment Advisors
Jason Jaszak	Representative, Solitude
Josh Hamilton	Representative Yellowstone
Kayla Connell	Representative, Rizzetta & Company
	(by phone)
Cedric	Representative, Vending Machine Vendor

Audience	Present
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FIRST ORDER OF BUSINESS**Call to Order**

Mr. Adams called the meeting to order and conducted roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS**Audience Comments**

The Board entertained audience comments regarding the condition of wetlands and pond #9, sight issues at a stop sign due to overgrown plants, concerns with the development plan, and increasing traffic issues.

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

No report.

B. District Engineer

Ms. Stewart responded to concerns posed by the Clubhouse Manager regarding possibly closing the dock. She stated that she will do an on-site visit to investigate and look at options to modify the ramp; then work with District Counsel to put together a plan,

C. Presentation of Aquatic Service Report

Mr. Jasczak reviewed his report and informed that Board of findings from the SWFWMD inspection. He indicated that they would be receiving a fine for Wetland #6. Discussion was held regarding the deficiencies and the need to get permits to complete the work. He indicated that he would have a plan of action by the next meeting.

On a Motion by Ms. Schwartz, seconded by Ms. Roberts, with all in favor, the Board of Supervisors, authorized the Chairman to approve the Solitude proposal for Wetland #6 outside of the meeting, for the Long Lake Reserve Community Development District

A request was made for Solitude to provide feedback on Pond H1 for the next meeting.

D. Landscape Report

Mr. Hamilton spoke regarding his report and stated that he would be presenting proposals at the next meeting.

E. Clubhouse Manager**i. Presentation of Clubhouse Report**

Ms. Sprague reviewed the report for the Board and discussion was held regarding pressure washing. The Board asked Management to approve a revised proposal outside of the meeting.

ii Discussion of Rules and Rates

Ms. Sprague talked about increasing the cost for non-residents to rent the Activity Center, but not the fee for residents. Discussion was held regarding the requirement to hold a public hearing prior to revising fees or policies. The Board indicated that it would like to hold the public hearing on November 16th during its regular meeting.

iii. Discussion Regarding Dock

This discussion was held during the District Engineer's report.

F. District Manager

Mr. Adams announced that the next scheduled meeting is for October 19, 2023, at 9:00 a.m.

FIFTH ORDER OF BUSINESS**Continued Discussion Regarding
Investment of District Funds**

Mr. Bettini spoke regarding the services of FLCLASS and the benefits to the District.

On a Motion by Ms. Greenfield, seconded by Ms. Roberts, with all in favor, the Board of Supervisors. Approved moving forward with FLCLASS to invest funds in the reserve account, for the Long Lake Reserve Community Development District

SIXTH ORDER OF BUSINESS**Discussion of Vending Machine**

A representative from the vending machine firm reviewed his firm's proposal to provide vending machine(s) for the district. He indicated that he would review the available areas and make a recommendation relative to placement. The Board expressed concern about being responsible for any theft or damage that might occur. Cedric stated that he would investigate adding the district to his insurance. The Board asked that District Counsel draft an agreement for consideration at the next meeting, pending approval of the insurance question.

(Mr. Humphries and Ms. Crowder left the meeting.)

SEVENTH ORDER OF BUSINESS**Ratification of EGIS Fiscal Year
2023/2024 Insurance Proposal**

Mr. Adams reviewed the EGIS proposal that came in at a total cost of \$40,571 and includes Property, General Liability, and Public Officials Insurance. He noted that the proposal came in \$1,392 less than the budgeted amount.

On a Motion by Ms. Greenfield, seconded by Ms. Roberts, with all in favor, the Board of Supervisors, approved the execution of the EGIS Insurance proposal by the Chairman, for the Long Lake Reserve Community Development District.

EIGHTH ORDER OF BUSINESS**Consideration of Amenity Services
Addendum**

On a Motion by Ms. Greenfield, seconded by Ms. Roberts, with all in favor, the Board of Supervisors, approved the fifth addendum to the contract for Professional Amenity Services, for the Long Lake Reserve Community Development District.

NINTH ORDER OF BUSINESS**Consideration of Minutes of the
Board of Supervisors Meeting held
on August 24, 2023**

On a Motion by Ms. Schwartz, seconded by Ms. Greenfield, the Board of Supervisors approved the August 24, 2023, 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
August 2023**

On a Motion by Ms. Greenfield, seconded by Ms. Roberts, the Board of Supervisors approved the Operation & Maintenance Expenditures for August 2023 (\$58,159.96), for the Long Lake Reserve Community Development District.

ELEVENTH ORDER OF BUSINESS**Supervisor Requests**

The Board asked that Management do a mass mailing to residents reminding them not to cut into the wetland areas. Mr. Adams indicated that the District would be billed for this service and the Board indicated that it was fine with the additional charge. The Chairman will review the letter and include input.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

Mr. Adams 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. Roberts with all in favor the Board of Supervisors adjourned the meeting at 11.08 a.m., for the Long Lake Reserve Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman