

**MINUTES OF MEETING
PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Parkview at Long Lake Ranch Community Development District held a Regular Meeting on April 18, 2022, at 10:00 a.m., at the Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544.

Present were:

Tim Murray	Chair
Tom Griggs	Assistant Secretary
Keith Polasky	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Jamie Sanchez (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Lindsay Whelan (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:01 a.m. Supervisors Murray, Griggs and Polasky were present, in person. Supervisor McCraw was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Vacant Seat 4 (*Term Expires
November, 2022*)**

A. Administration of Oath of Office to Newly Appointed Supervisor (*the following will be provided in a separate package*)

I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

- II. Membership, Obligations and Responsibilities
- III. Financial Disclosure Forms
 - a. Form 1: Statement of Financial Interests
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - c. Form 1F: Final Statement of Financial Interests
- IV. Form 8B: Memorandum of Voting Conflict
- B. Consideration of Resolution 2022-01, Designating Certain Officers of the District, and Providing for an Effective Date

The above items were deferred to the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date

Ms. Cerbone presented Resolution 2022-02. Seats 3, 4 and 5 will now up for election in November 2022 and Seats 1 and 2 will be up for election in November 2024.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, Resolution 2022-02, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Designating a Date, Time, and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date

Ms. Cerbone presented Resolution 2022-03.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2022-03, Designating a Date, Time, and Location of November 1, 2022 at 10:00 a.m., at the Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544 for a Landowners’ Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2022-04. Under the recent statutory change, the interest rate on certain late payments increased from 1% to 2%. Ms. Whelan stated there were also minor changes to the notice requirements and the CDD’s existing prompt payment policies were updated to conform with the current statutory requirements.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, Resolution 2022-04, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-05, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Cerbone presented Resolution 2022-05. She reviewed the proposed Fiscal Year 2023 budget, including line item increases, decreases and adjustments compared to the Fiscal Year 2022 budget and explained the reasons for any changes.

On MOTION by Mr. Murray and seconded by Mr. Polasky, with all in favor, Resolution 2022-05, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 18, 2022 at 10:00 a.m., at the Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2022-06.

On MOTION by Mr. Murray and seconded by Mr. Polasky, with all in favor, 2022-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Update: Stormwater Reporting Requirements

A. New Legislation

Ms. Cerbone discussed new legislation that will require the CDD to analyze its existing stormwater infrastructure, in terms of cost to install, operate and maintain and determine the needs for the next 20 or more years.

B. Documents to Complete

Ms. Cerbone stated the initial report is due by June 30, 2022 and then every five years thereafter. This will require the District Engineer to complete and submit the initial 24-page template before the deadline. Staff will work with the District Engineer as necessary.

C. Consideration of Clearview Land Design, P.L., Proposal/Authorization for Work

Ms. Cerbone noted that an Engineering line item was added to the Fiscal Year 2023 budget when Staff learned about the new reporting requirements; however, nothing was

budgeted, as the expense will be incurred in Fiscal Year 2022. She presented the Clearview Land Design, P.L., Proposal/Authorization for Work.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Clearview Land Design, P.L., Proposal/Authorization for Work, in the amount of \$7,500, was approved.

TENTH ORDER OF BUSINESS

Ratification of HGS Transition Letter

- **Kutak Rock LLP Retention and Fee Agreement**

Ms. Whelan discussed her practice group’s transition from Hopping Green & Sams and transfer of files to Kutak Rock LLP. She presented the joint transition letter by HGS and Kutak Rock, LLP and the Kutak Rock LLP Retention and Fee Agreement. The terms, conditions and rates remain the same.

On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, the Joint Transition Letter by Hopping Green & Sams and Kutak Rock, LLP and the Kutak Rock LLP Retention and Fee Agreement, were ratified.

ELEVENTH ORDER OF BUSINESS

Ratification of Acquisition of Phase 2B Infrastructure

Ms. Whelan presented several documents previously executed by the Chair related to acquisition of Phase 2B infrastructure. The Requisition submitted to District Management for improvements totaling \$612,010.10 was being processed to reimburse the Developer for those costs. A subsequent Bill of Sale for the water and sewer to the County will be prepared and executed.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, acquisition of Phase 2B Infrastructure and payment of the construction costs to the Developer, in the amount of \$612,010.10, was ratified.

Discussion ensued regarding the expected date of payment of the Requisition costs. Ms. Cerbone would contact Accounting and notify Mr. Murray and Ms. Whelan of when to expect payment.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2022

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2022.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Unaudited Financial Statements as of February 28, 2022, were accepted.

THIRTEENTH ORDER OF BUSINESS

Consideration of August 16, 2021 Public Hearings and Regular Meeting Minutes

Ms. Cerbone presented the August 16, 2021 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the August 16, 2021 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

- **Statutory Changes from 2021 Legislative Session**
 - I. Publication of Legal Notices**

Ms. Whelan presented the Memorandum and discussed new legislation that allows for internet only publication for legal advertising and noted that it is not likely to result in savings to the CDD, given that revision of the Rules of Procedure would be necessary. This change can be incorporated when the Rules of Procedure are amended in the future.

II. Public Records Exemptions

Ms. Whelan presented the Memorandum and discussed new legislation that requires individuals with eligible exemptions to notify the CDD. Ms. Cerbone discussed procedures Staff has followed in such situations. A summary of new legislation of interest will be provided at the next meeting.

B. District Engineer: *Clearview Land Design, P.E.*

There was no report.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: May 16, 2022 at 10:00 A.M**
 - **QUORUM CHECK**

The next meeting would be held on May 16, 2022 at 10:00 a.m., unless cancelled.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

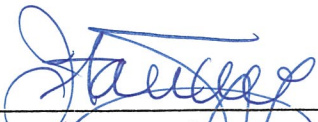
SEVENTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

<p>On MOTION by Mr. Murray and seconded by Mr. Polasky, with all in favor, the meeting adjourned at 10:30 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair