

**PARKVIEW AT
LONG LAKE RANCH
COMMUNITY DEVELOPMENT
DISTRICT**

April 17, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Parkview at Long Lake Ranch Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

April 10, 2023

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Parkview at Long Lake Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Parkview at Long Lake Ranch Community Development District will hold a Regular Meeting on April 17, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisors, Tom Griggs [SEAT 3], Chad Whaley [SEAT 4] and Billy Hierlihy [SEAT 5] (*the following will be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date
5. Consideration of Resolution 2023-02, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

- 6. Acceptance of Unaudited Financial Statements as of February 28, 2023
- 7. Approval of Minutes
 - A. August 15, 2022 Public Hearing and Regular Meeting
 - B. November 1, 2022 Landowners' Meeting
- 8. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Clearview Land Design, P.E.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: May 15, 2023 at 10:00 AM

- QUORUM CHECK

SEAT 1	TIM MURRAY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	MAC MCCRAW	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	TOM GRIGGS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	CHAD WHALEY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	BILLY HIERLIHY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 9. Board Members' Comments/Requests
- 10. Public Comments
- 11. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,

Cindy Cerbone

Cindy Cerbone
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 131 733 0895

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

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RESOLUTION 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Parkview at Long Lake Ranch Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

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

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

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Cindy Cerbone is appointed Assistant Secretary.

Jamie Sanchez is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 17th day of April, 2023.

ATTEST:

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

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RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Parkview at Long Lake Ranch Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: _____

HOUR: _____

LOCATION: Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel
2740 Cypress Ridge Boulevard
Wesley Chapel, Florida 33544

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 17TH DAY OF APRIL, 2023.

ATTEST:

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
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**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023		
REVENUES					
Assessment levy: on-roll - gross	\$ 110,227				\$ 110,010
Allowable discounts (4%)	(4,409)				(4,400)
Assessment levy: on-roll - net	105,818	\$104,619	\$ 1,199	\$ 105,818	105,610
Total revenues	105,818	104,619	1,199	105,818	105,610
EXPENDITURES					
Professional & administrative					
Management/accounting/recording	48,000	20,000	28,000	48,000	48,000
Legal	20,000	1,056	18,944	20,000	20,000
Engineering	3,000	-	3,000	3,000	3,000
Audit	4,500	-	4,500	4,500	4,500
Arbitrage rebate calculation	750	750	-	750	750
Dissemination agent	1,000	417	583	1,000	1,000
Trustee	4,500	4,031	-	4,031	4,500
Telephone	200	83	117	200	200
Postage	500	31	469	500	500
Printing & binding	500	208	292	500	500
Legal advertising	1,500	407	1,093	1,500	1,500
Annual special district fee	175	175	-	175	175
Insurance	5,822	5,563	-	5,563	6,119
Contingencies/bank charges	500	57	443	500	10,000
Website hosting & maintenance	705	705	-	705	705
Meeting room	1,600	-	1,600	1,600	1,600
Website ADA compliance	210	-	210	210	210
Property appraiser	150	-	150	150	150
Tax collector	2,205	2,092	113	2,205	2,200
Total expenditures	95,817	35,575	59,514	95,089	105,609
Excess/(deficiency) of revenues over/(under) expenditures	10,001	69,044	(58,315)	10,729	1
Fund balance - beginning (unaudited)	1,845	21,825	90,869	21,825	32,554
Fund balance - ending (projected)					
Assigned					
Working capital	11,846	11,846	-	-	30,992
Unassigned	-	79,023	32,554	32,554	1,563
Fund balance - ending	\$ 11,846	\$ 90,869	\$ 32,554	\$ 32,554	\$ 32,555

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording	\$ 48,000
<p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	20,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	3,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	4,500
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	750
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages</p>	
Legal advertising	1,500
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	6,119
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	10,000
<p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>	
Website hosting & maintenance	705
Meeting room	1,600
Website ADA compliance	210
Property appraiser	150
Tax collector	2,200
Total expenditures	<u><u>\$105,609</u></u>

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2020
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll	\$ 380,803				\$ 380,803
Allowable discounts (4%)	(15,232)				(15,232)
Net assessment levy - on-roll	365,571	\$ 361,390	\$ 4,181	\$ 365,571	365,571
Interest	-	2,660	-	2,660	-
Total revenues	365,571	364,050	4,181	368,231	365,571
EXPENDITURES					
Principal	125,000	-	125,000	125,000	130,000
Interest	230,831	115,416	115,415	230,831	227,706
Tax collector	7,616	7,226	390	7,616	7,616
Total expenditures	363,447	122,642	240,805	363,447	365,322
Excess/(deficiency) of revenues over/(under) expenditures	2,124	241,408	(236,624)	4,784	249
Fund balance:					
Beginning fund balance (unaudited)	294,940	297,945	539,353	297,945	302,729
Ending fund balance (projected)	<u>\$297,064</u>	<u>\$539,353</u>	<u>\$ 302,729</u>	<u>\$ 302,729</u>	<u>302,978</u>
Use of fund balance:					
Debt service reserve account balance (required)					(178,978)
Interest expense - November 1, 2024					(112,228)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 11,772</u>

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2020 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/22			115,415.63	115,415.63	6,195,000.00
05/01/23	125,000.00	2.500%	115,415.63	240,415.63	6,070,000.00
11/01/23			113,853.13	113,853.13	6,070,000.00
05/01/24	130,000.00	2.500%	113,853.13	243,853.13	5,940,000.00
11/01/24			112,228.13	112,228.13	5,940,000.00
05/01/25	135,000.00	2.500%	112,228.13	247,228.13	5,805,000.00
11/01/25			110,540.63	110,540.63	5,805,000.00
05/01/26	135,000.00	3.125%	110,540.63	245,540.63	5,670,000.00
11/01/26			108,431.25	108,431.25	5,670,000.00
05/01/27	140,000.00	3.125%	108,431.25	248,431.25	5,530,000.00
11/01/27			106,243.75	106,243.75	5,530,000.00
05/01/28	145,000.00	3.125%	106,243.75	251,243.75	5,385,000.00
11/01/28			103,978.13	103,978.13	5,385,000.00
05/01/29	150,000.00	3.125%	103,978.13	253,978.13	5,235,000.00
11/01/29			101,634.38	101,634.38	5,235,000.00
05/01/30	155,000.00	3.125%	101,634.38	256,634.38	5,080,000.00
11/01/30			99,212.50	99,212.50	5,080,000.00
05/01/31	160,000.00	3.750%	99,212.50	259,212.50	4,920,000.00
11/01/31			96,212.50	96,212.50	4,920,000.00
05/01/32	165,000.00	3.750%	96,212.50	261,212.50	4,755,000.00
11/01/32			93,118.75	93,118.75	4,755,000.00
05/01/33	175,000.00	3.750%	93,118.75	268,118.75	4,580,000.00
11/01/33			89,837.50	89,837.50	4,580,000.00
05/01/34	180,000.00	3.750%	89,837.50	269,837.50	4,400,000.00
11/01/34			86,462.50	86,462.50	4,400,000.00
05/01/35	185,000.00	3.750%	86,462.50	271,462.50	4,215,000.00
11/01/35			82,993.75	82,993.75	4,215,000.00
05/01/36	195,000.00	3.750%	82,993.75	277,993.75	4,020,000.00
11/01/36			79,337.50	79,337.50	4,020,000.00
05/01/37	200,000.00	3.750%	79,337.50	279,337.50	3,820,000.00
11/01/37			75,587.50	75,587.50	3,820,000.00
05/01/38	210,000.00	3.750%	75,587.50	285,587.50	3,610,000.00
11/01/38			71,650.00	71,650.00	3,610,000.00
05/01/39	215,000.00	3.750%	71,650.00	286,650.00	3,395,000.00
11/01/39			67,618.75	67,618.75	3,395,000.00
05/01/40	225,000.00	3.750%	67,618.75	292,618.75	3,170,000.00
11/01/40			63,400.00	63,400.00	3,170,000.00
05/01/41	235,000.00	4.000%	63,400.00	298,400.00	2,935,000.00
11/01/41			58,700.00	58,700.00	2,935,000.00
05/01/42	245,000.00	4.000%	58,700.00	303,700.00	2,690,000.00
11/01/42			53,800.00	53,800.00	2,690,000.00
05/01/43	255,000.00	4.000%	53,800.00	308,800.00	2,435,000.00
11/01/43			48,700.00	48,700.00	2,435,000.00
05/01/44	265,000.00	4.000%	48,700.00	313,700.00	2,170,000.00
11/01/44			43,400.00	43,400.00	2,170,000.00

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2020 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
05/01/45	275,000.00	4.000%	43,400.00	318,400.00	1,895,000.00
11/01/45			37,900.00	37,900.00	1,895,000.00
05/01/46	285,000.00	4.000%	37,900.00	322,900.00	1,610,000.00
11/01/46			32,200.00	32,200.00	1,610,000.00
05/01/47	295,000.00	4.000%	32,200.00	327,200.00	1,315,000.00
11/01/47			26,300.00	26,300.00	1,315,000.00
05/01/48	310,000.00	4.000%	26,300.00	336,300.00	1,005,000.00
11/01/48			20,100.00	20,100.00	1,005,000.00
05/01/49	320,000.00	4.000%	20,100.00	340,100.00	685,000.00
11/01/49			13,700.00	13,700.00	685,000.00
05/01/50	335,000.00	4.000%	13,700.00	348,700.00	350,000.00
11/01/50			7,000.00	7,000.00	350,000.00
05/01/51	350,000.00	4.000%	7,000.00	357,000.00	-
Total	6,070,000.00		4,008,281.30	10,078,281.30	

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND AND DEBT SERVICE FUND
ASSESSMENT SUMMARY
FISCAL YEAR 2024**

On-Roll Assessments

Number of Units	Unit Type	Projected Fiscal Year 2024			FY 23 Assessment
		GF	DSF	GF & DSF	
122	TH 18'	\$ 298.94	\$754.55	\$ 1,053.49	\$ 1,054.08
110	TH 24'	298.94	\$771.54	1,070.48	1,071.07
136	SF 50'	298.94	\$1,499.11	1,798.05	1,798.64
<u>368</u>					

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
FEBRUARY 28, 2023**

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 28, 2023**

	General Fund	Debt Service Fund Series 2020	Capital Projects Fund Series 2020	Total Governmental Funds
ASSETS				
Cash	\$ 96,869	\$ -	\$ -	\$ 96,869
Investments				
Revenue	-	360,375	-	360,375
Reserve	-	178,978	-	178,978
Construction	-	-	2	2
Total assets	<u>\$ 96,869</u>	<u>\$ 539,353</u>	<u>\$ 2</u>	<u>\$ 636,224</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
Fund balances:				
Restricted for:				
Debt service	-	539,353	-	539,353
Capital projects	-	-	2	2
Assigned:				
Working capital	11,846	-	-	11,846
Unassigned	79,023	-	-	79,023
Total fund balances	<u>90,869</u>	<u>539,353</u>	<u>2</u>	<u>630,224</u>
Total liabilities and fund balances	<u>\$ 96,869</u>	<u>\$ 539,353</u>	<u>\$ 2</u>	<u>\$ 636,224</u>

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED FEBRUARY 28, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ -	\$ 104,619	\$ 105,818	99%
Total revenues	<u>-</u>	<u>104,619</u>	<u>105,818</u>	99%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	20,000	48,000	42%
Legal	853	1,056	20,000	5%
Engineering	-	-	3,000	0%
Audit	-	-	4,500	0%
Arbitrage rebate calculation	-	750	750	100%
Dissemination agent	83	417	1,000	42%
Trustee	4,031	4,031	4,500	90%
Telephone	17	83	200	42%
Postage	21	31	500	6%
Printing & binding	42	208	500	42%
Legal advertising	-	407	1,500	27%
Annual special district fee	-	175	175	100%
Insurance	-	5,563	5,822	96%
Contingencies/bank charges	-	57	500	11%
Website hosting & maintenance	-	705	705	100%
Meeting room	-	-	1,600	0%
Website ADA compliance	-	-	210	0%
Property appraiser	-	-	150	0%
Tax collector	-	2,092	2,205	95%
Total expenditures	<u>9,047</u>	<u>35,575</u>	<u>95,817</u>	37%
Excess/(deficiency) of revenues over/(under) expenditures	(9,047)	69,044	10,001	
Fund balances - beginning	<u>99,916</u>	<u>21,825</u>	<u>1,845</u>	
Fund balance - ending (projected)				
Assigned				
Working capital	11,846	11,846	11,846	
Unassigned	79,023	79,023	-	
Fund balances - ending	<u>\$ 90,869</u>	<u>\$ 90,869</u>	<u>\$ 11,846</u>	

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020
FOR THE PERIOD ENDED FEBRUARY 28, 2023**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll	\$ -	\$ 361,390	\$ 365,571	99%
Interest	654	2,660	-	N/A
Total revenues	<u>654</u>	<u>364,050</u>	<u>365,571</u>	100%
EXPENDITURES				
Debt service				
Principal	-	-	125,000	0%
Interest	-	115,416	230,831	50%
Total debt service	<u>-</u>	<u>115,416</u>	<u>355,831</u>	32%
Other fees & charges				
Tax collector	-	7,226	7,616	95%
Total other fees and charges	<u>-</u>	<u>7,226</u>	<u>7,616</u>	95%
Total expenditures	<u>-</u>	<u>122,642</u>	<u>363,447</u>	34%
Excess/(deficiency) of revenues over/(under) expenditures	654	241,408	2,124	
Fund balances - beginning	<u>538,699</u>	<u>297,945</u>	<u>294,940</u>	
Fund balances - ending	<u><u>\$ 539,353</u></u>	<u><u>\$ 539,353</u></u>	<u><u>\$ 297,064</u></u>	

**PARKVIEW AT LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020
FOR THE PERIOD ENDED FEBRUARY 28, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	<u>2</u>	<u>2</u>
Fund balances - ending	<u><u>\$ 2</u></u>	<u><u>\$ 2</u></u>

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

A

DRAFT

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

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The Board of Supervisors of the Parkview at Long Lake Ranch Community Development District held a Public Hearing and Regular Meeting on August 15, 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
Mac McCraw	Vice Chair
Tom Griggs	Assistant Secretary

Also present, were:

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

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

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)

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

42 II. Membership, Obligations and Responsibilities

43 III. Financial Disclosure Forms

44 a. Form 1: Statement of Financial Interests

45 b. Form 1X: Amendment to Form 1, Statement of Financial Interests

46 c. Form 1F: Final Statement of Financial Interests

47 IV. Form 8B: Memorandum of Voting Conflict

48 B. Consideration of Resolution 2022-01, Designating Certain Officers of the District, and
49 Providing for an Effective Date

50 This item was deferred.

51

52 **FOURTH ORDER OF BUSINESS**

Acceptance of Resignation of Keith
Polasky, SEAT 5 (*Term Expires November
2022*)

53

54

55

56 Ms. Cerbone presented the Resignation letter of Mr. Keith Polasky.

57

58 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**
59 **Resignation of Mr. Keith Polasky, from Seat 5, was accepted.**

60

61

62 **FIFTH ORDER OF BUSINESS**

Consider Appointment to Fill Unexpired
Term of Seat 5

63

64

65 • Administration of Oath of Office to Newly Appointed Supervisor

66 This item was deferred.

67

68 **SIXTH ORDER OF BUSINESS**

Consideration of Resolution 2022-01,
Designating Certain Officers of the District,
and Providing for an Effective Date

69

70

71

72 This item was deferred.

73

74 SEVENTH ORDER OF BUSINESS Public Hearing on Adoption of Fiscal Year
75 2022/2023 Budget
76

77 A. Proof/Affidavit of Publication

78 The proof of publication was included for informational purposes.

79 B. Consideration of Resolution 2022-07, Relating to the Annual Appropriations and
80 Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending
81 September 30, 2023; Authorizing Budget Amendments; and Providing an Effective
82 Date

83 Ms. Cerbone reviewed the proposed Fiscal Year 2023 budget, which is unchanged from
84 when it was last presented.
85

86 On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the
87 Public Hearing was opened.

88
89
90 No members of the public spoke.

91
92 On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the
93 Public Hearing was closed.

94
95
96 Ms. Cerbone presented Resolution 2022-07 and read the title.

97
98 On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor,
99 Resolution 2022-07, Relating to the Annual Appropriations and Adopting the
100 Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30,
101 2023; Authorizing Budget Amendments; and Providing an Effective Date, was
102 adopted.

103
104
105 EIGHTH ORDER OF BUSINESS Consideration of Resolution 2022-08,
106 Making a Determination of Benefit and
107 Imposing Special Assessments for Fiscal
108 Year 2022/2023; Providing for the
109 Collection and Enforcement of Special
110 Assessments, Including but Not Limited to
111 Penalties and Interest Thereon; Certifying

112 an Assessment Roll; Providing for
 113 Amendments to the Assessment Roll;
 114 Providing a Severability Clause; and
 115 Providing an Effective Date
 116

117 Ms. Cerbone presented Resolution 2022-08 and read the title. This Resolution enables
 118 collection of the assessments utilizing the services of the Property Appraiser and the Tax
 119 Collector.
 120

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2022-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

128
 129
 130 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2022-09,**
 131 **Authorizing and Approving the Change of**
 132 **Designated Registered Agent and the**
 133 **Registered Office of the Parkview at Long**
 134 **Lake Ranch Community Development**
 135 **District**
 136

137 Ms. Cerbone presented Resolution 2022-09, which changes the Registered Agent to Ms.
 138 Lindsey Whelan and the Registered Office to the office of Kutak Rock LLP, located at 107 West
 139 College Avenue, Tallahassee, Florida 32301.
 140

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2022-09, Authorizing and Approving the Change of Designated Registered Agent and the Registered Office of the Parkview at Long Lake Ranch Community Development District, was adopted.

145
 146
 147 **TENTH ORDER OF BUSINESS** **Presentation of Audited Financial Report**
 148 **for the Fiscal Year Ended September 30,**
 149 **2021, Prepared by Grau & Associates**
 150

151 Ms. Cerbone presented the Audited Financial Report for the Fiscal Year Ended
152 September 30, 2021 and noted the pertinent information. There were no findings,
153 recommendations, deficiencies on internal control or instances of non-compliance; it was a
154 clean audit.

155
156 **ELEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-10,**
157 **Hereby Accepting the Audited Financial**
158 **Report for the Fiscal Year Ended**
159 **September 30, 2021**

160
161 Ms. Cerbone presented Resolution 2022-10.

162
163 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor,**
164 **Resolution 2022-10, Hereby Accepting the Audited Financial Report for the**
165 **Fiscal Year Ended September 30, 2021, was adopted.**

166
167
168 **TWELFTH ORDER OF BUSINESS** **Ratification of Stormwater Management**
169 **Needs Analysis**

170
171 Ms. Cerbone presented the Stormwater Management Needs Analysis Report, which was
172 filed by the June 30, 2022 deadline.

173
174 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**
175 **Stormwater Management Needs Analysis Report, was ratified.**

176
177
178 **THIRTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
179 **Statements as of June 30, 2022**

180
181 Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2022.

182
183 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**
184 **Unaudited Financial Statements as of June 30, 2022, were accepted.**

185
186
187 **FOURTEENTH ORDER OF BUSINESS** **Consideration of April 18, 2022 Regular**
188 **Meeting Minutes**

189 Ms. Cerbone presented the April 18, 2022 Regular Meeting Minutes.

190

191 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**
192 **April 18, 2022 Regular Meeting Minutes, as presented, were approved.**

193

194

195 **FIFTEENTH ORDER OF BUSINESS**

Staff Reports

196

197 **A. District Counsel: *Kutak Rock LLP***

198 There was no report.

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

200 There was no report.

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

- 202 • **NEXT MEETING DATE: September 19, 2022 at 10:00 A.M**

- 203 ○ **QUORUM CHECK**

204 The next meeting would be held on September 19, 2022, unless cancelled.

205

206 **SIXTEENTH ORDER OF BUSINESS**

Board Members' Comments/Requests

207

208 There were no Board Members' comments or requests.

209

210 **SEVENTEENTH ORDER OF BUSINESS**

Public Comments

211

212 There were no public comments.

213

214 **EIGHTEENTH ORDER OF BUSINESS**

Adjournment

215

216 There being nothing further to discuss, the meeting adjourned.

217

218 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**
219 **meeting adjourned at 10:13 a.m.**

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222

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

B

DRAFT

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

A Landowners' Meeting of the Parkview at Long Lake Ranch Community Development District was held on November 1, 2022 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Boulevard, Wesley Chapel, Florida 33544.

Present at the meeting:

Andrew Kantarzhi	District Manager/Proxy Holder
Cindy Cerbone (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Lindsay Whelan	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 10:00 a.m.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The proof of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Kantarzhi served as Chair to conduct the Landowners' meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 3, 4 & 5]

A. Nominations

Mr. Kantarzhi nominated the following:

Seat 3	Tom Griggs
Seat 4	Chad Whaley
Seat 5	Billy Hierlihy

No other nominations were made.

37 **B. Casting of Ballots**

38 • **Determine Number of Voting Units Represented**

39 A total of 222 voting units were represented.

40 • **Determine Number of Voting Units Assigned by Proxy**

41 All 222 voting units were assigned by proxy to Mr. Andrew Kantarzhi by Landowner
42 Mattamy Tampa/Sarasota LLC, which owns 222 acres. Mr. Kantarzhi is eligible to cast up to 222
43 votes per Seat.

44 Mr. Kantarzhi cast the following votes:

45 Seat 3 Tom Griggs 222 votes

46 Seat 4 Chad Whaley 221 votes

47 Seat 5 Billy Hierlihy 222 votes

48 **C. Ballot Tabulation and Results**

49 Mr. Kantarzhi reported the following ballot tabulation, results and term lengths:

50 Seat 3 Tom Griggs 222 votes 4-Year Term

51 Seat 4 Chad Whaley 221 votes 2-Year Term

52 Seat 5 Billy Hierlihy 222 votes 4-Year Term

53

54 **FIFTH ORDER OF BUSINESS**

Landowners' Questions/Comments

55

56 There were no Landowners' questions or comments.

57

58 **SIXTH ORDER OF BUSINESS**

Adjournment

59

60 There being nothing further to discuss, the meeting adjourned at 10:02 a.m.

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63 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**PARKVIEW AT LONG
LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

*Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel
2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 17, 2022 CANCELED	Regular Meeting	10:00 AM
November 1, 2022	Landowners' Meeting	10:00 AM
November 21, 2022 CANCELED	Regular Meeting	10:00 AM
December 19, 2022 CANCELED	Regular Meeting	10:00 AM
January 9, 2023* CANCELED	Regular Meeting	10:00 AM
February 20, 2023 CANCELED	Regular Meeting	10:00 AM
March 20, 2023 CANCELED	Regular Meeting	10:00 AM
April 17, 2023	Regular Meeting	10:00 AM
May 15, 2023	Regular Meeting	10:00 AM
June 19, 2023	Regular Meeting	10:00 AM
July 17, 2023	Regular Meeting	10:00 AM
August 21, 2023	Regular Meeting	10:00 AM
September 18, 2023	Regular Meeting	10:00 AM

Exceptions

* January meeting date is one week earlier to accommodate Martin Luther King Jr. Holiday