

**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 October 23, 2023 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:

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| Tim Murray | Chair |
| Tom Griggs | Assistant Secretary |
| Billy Hierlihy | Assistant Secretary |
| Chad Whaley | Assistant Secretary |

Also present, were:

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| Cindy Cerbone (via telephone) | District Manager |
| Jamie Sanchez | Wrathell, Hunt and Associates, LLC (WHA) |
| Lindsay Whelan (via telephone) | District Counsel |
| Bennett Davenport (via telephone) | Kutak Rock LLP |
| Chris Fisher (via telephone) | District Engineer |
| Amy Palmer | Lighthouse Engineering |
| Brad Foran | Lighthouse Engineering |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:00 a.m.

Supervisors Murray, Griggs, Whaley and Hierlihy were present. Supervisor McCraw was not present.

SECOND ORDER OF BUSINESS

Public Comments

The Board Members were in agreement that Mr. Foran and Ms. Palmer can reserve their public comments until the Third Order of Business.

THIRD ORDER OF BUSINESS

Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services

- A. Affidavit of Publication**
- B. RFQ Package**
- C. Respondent(s): Lighthouse Engineering, Inc.**

Ms. Sanchez stated there was only one respondent to the RFQ for Engineering Services. The submission was complete and included everything that was requested; therefore, Lighthouse Engineering, Inc., can be deemed the most responsive respondent.

Mr. Foran discussed his firm’s qualifications and introduced Ms. Amy Palmer, Operations Manager.

The Board and Staff discussed the transition process and engagement of a new District Engineer.

- D. Competitive Selection Criteria/Ranking**
- E. Award of Contract**

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, ranking Lighthouse Engineering, Inc., the sole respondent, as the #1 ranked respondent to the RFQ for Engineering Services, and authorizing Staff to enter into an agreement with Lighthouse Engineering, Inc., for Engineering Services, was approved.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, terminating the existing Engineering Services Agreement with Clearview Land Design, P.E., was approved.

FOURTH ORDER OF BUSINESS

Update: Board Transition

Ms. Sanchez stated that an e-blast was sent to the community seeking residents interested in serving on the Board but no one has expressed an interest yet.

Mr. Murray stated that an HOA meeting will be held tonight and one resident must be elected. A good turnout is expected and attendees will be reminded about the opportunity to serve on the CDD Board. Angela will send another e-blast within the next week.

Mr. Fisher joined the meeting via telephone at 10:12 a.m.

Mr. Murray stated that the Board voted to engage the respondent to the RFQ for Engineering Services and a termination letter will be sent to Clearview.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Sanchez presented Resolution 2024-01.

The following change was made to the Fiscal Year 2024 Meeting Schedule:

DATES: Delete the November 20 and December 18, 2023 meetings.

Ms. Sanchez noted that three Board Members must be present, in person, for the Board transition.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2024-01, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Adopting Certain Amendments to the District's Record Retention Policy; Addressing Conflicts and Severability; and Providing for Severability and an Effective Date

Ms. Whelan presented Resolution 2024-02.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2024-02, Adopting Certain Amendments to the District’s Record Retention Policy; Addressing Conflicts and Severability; and Providing for Severability and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

On MOTION by Mr. Griggs and seconded by Mr. Whaley, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of August 21, 2023 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the August 21, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

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

There was no report.

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

- **NEXT MEETING DATE: November 20, 2023 at 10:00 AM**
 - **QUORUM CHECK**

The November and December 2023 meetings were canceled; the next meeting will be held in January 2024.

TENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

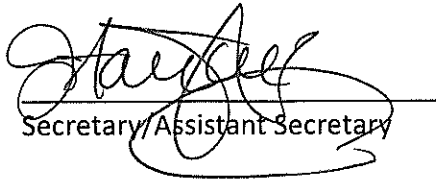
There were no public comments.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Murray and seconded by Mr. Whaley, with all in favor, the meeting adjourned at 10:17 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair