

**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 May 20, 2024 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544.

Present:

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|-----------------|----------------------|
| Tim Murray | Chair |
| Tom Griggs | Assistant Secretary |
| Billy Hierlihy | Assistant Secretary |
| Justin Lawrence | Supervisor-Appointee |

Also present:

| | |
|-----------------------------------|------------------|
| Jamie Sanchez | District Manager |
| Bennett Davenport (via telephone) | Kutak Rock LLP |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:00 a.m. Supervisors Murray, Griggs and Hierlihy were present. Supervisor McCraw was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment of Justin Lawrence
to Fill Unexpired Term of Seat 4; Term
Expires November 2024**

- **Administration of Oath of Office to Appointed Supervisor (the following will also be provided in a separate package)**

Ms. Sanchez stated that, knowing that Mr. Lawrence would be appointed, the Oath of Office was administered before the meeting. She reviewed and explained the following items:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

Form 1 will be filed electronically with the Commission on Ethics. Board Members are required to complete four hours of ethics training by December 31, 2024 and will note completion of the requirement when filing Form 1 in 2025.

- B. Membership, Obligation and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mr. Davenport stated that he will provide Mr. Lawrence with a packet of detailed information about the above items.

Mr. Murray nominated Justin Lawrence to fill Seat 4. No other nominations were made.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the appointment of Mr. Justin Lawrence to fill Seat 4, was approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-07,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2024-07. Mr. Murray nominated the following:

| | |
|-----------------|---------------------|
| Tim Murray | Chair |
| Mac McCraw | Vice Chair |
| Tom Griggs | Assistant Secretary |
| Billy Hierlihy | Assistant Secretary |
| Justin Lawrence | Assistant Secretary |

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer, and Assistant Secretaries Cindy Cerbone and Jamie Sanchez remain unaffected by this Resolution.

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2024-07, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

A Board Member recalled discussion at the last meeting about whether CDD meetings can be held on site or at a closer location, once residents are on the Board. Ms. Sanchez asked for contact information of the person to contact regarding a meeting location.

FIFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

SIXTH ORDER OF BUSINESS

Approval of April 15, 2024 Regular Meeting Minutes

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the April 15, 2024 Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Lighthouse Engineering, Inc.

There were no reports from District Counsel or the District Engineer.

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

- **NEXT MEETING DATE: June 17, 2024 at 10:00 AM**
 - **QUORUM CHECK**

EIGHTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

NINTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the meeting adjourned at 10:15 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair