

**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 19, 2025 at 10:00 a.m., at the Long Lake Reserve Amenity Center, 19617 Breynia Drive, Lutz, Florida 33558.

**Present:**

Justin Lawrence  
Megan Willis  
Carolina Bolivar

Chair  
Vice Chair  
Assistant Secretary

**Also present:**

Jamie Sanchez  
Bennett Davenport (via telephone)

District Manager  
District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:31 a.m.

Supervisors Willis, Lawrence and Bolivar were present. Two seats were vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired  
Term of Seat 3; Term Expires November  
2026**

This item was deferred.

- **Administration of Oath of Office (the following to be provided under separate cover)**
  - A. Required Ethics Training and Disclosure Filing**
    - **Sample Form 1 2023/Instructions**

- B. Board Membership, Obligations and Responsibilities
- C. Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees
- D. Form 8B: Memorandum of Voting Conflict

**FOURTH ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2026**

This item was deferred.

- **Administration of Oath of Office**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-04, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2025-04. Mr. Lawrence nominated the following:

Justin Lawrence	Chair
Megan Willis	Vice Chair
Carolina Bolivar	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Cindy Cerbone	Assistant Secretary
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The following appointments by the Board remain unaffected by this Resolution.

Craig Wrathll	Secretary
Jamie Sanchez	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

<p><b>On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, Resolution 2025-04, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.</b></p>
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**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-05, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2025-05. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, Resolution 2025-05, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 21, 2025 at 10:00 a.m., at the Long Lake Reserve Amenity Center, 19617 Breynia Drive, Lutz, Florida 33558; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Discussion: Signage on Pasco County ROW**

Discussion ensued regarding the signage that appears to be in Pasco County's Right-of-Way (ROW) and the approximate cost for signage.

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, the purchase and payment for signage repair and/or replacement, in a not-to-exceed amount of \$1,000 and authorizing the District Manager to work with the Chair on this outside of a meeting, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

The following change was made to the Fiscal Year 2026 Meeting Schedule:

DATE: Remove January meeting

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, Resolution 2025-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-07, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date**

Ms. Sanchez presented Resolution 2025-07 and the Florida Statewide Mutual Aid Agreement; this is an updated version of the Agreement compared to the original Agreement.

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, Resolution 2025-07, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2025**

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.**

**ELEVENTH ORDER OF BUSINESS**

**Approval of March 17, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, the March 17, 2025 Regular Meeting Minutes, as presented, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Bennett discussed the four hours of ethics training that the Board Members must complete; completion will be noted when filing Form 1.

**District Engineer: Lighthouse Engineering, Inc.**

There was no report.

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

- **NEXT MEETING DATE: June 16, 2025 at 10:00 AM**
  - **QUORUM CHECK**

The June 16, 2025 meeting will be canceled.

**THIRTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

<p><b>On MOTION by Mr. Lawrence and seconded by Ms. Willis, with all in favor, the meeting adjourned.</b></p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair