

**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 and an Audit Committee Meeting on March 16, 2026 at 10:00 a.m., at the Long Lake Reserve Amenity Center, 19617 Breyntia Drive, Lutz, Florida 33558.

**Present:**

Megan Willis  
Carolina Bolivar  
Lauren Markus

Chair  
Vice Chair  
Assistant Secretary

**Also present:**

Jamie Sanchez  
Bennett Davenport (via telephone)  
Member of the public

District Manager  
District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:05 a.m.

Supervisors Willis, Bolivar and Markus 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 4; Term Expires November  
2028**

This item was deferred.

- **Administration of Oath of Office to Appointed Supervisor (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 2026-04, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

**SIXTH ORDER OF BUSINESS**

**Designation of Board of Supervisors as Audit Committee**

**On MOTION by Ms. Markus and seconded by Ms. Willis, with all in favor, designating the Board of Supervisors as the Audit Committee, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

**On MOTION by Ms. Markus and seconded by Ms. Willis, with all in favor, the Regular Meeting recessed and the Audit Selection Committee Meeting commenced.**

**A. Establish Factors/Criteria for Auditor Evaluation Matrix**

Ms. Sanchez presented the proposed Auditor Selection Evaluation Criteria and the points allotted to each category.

**On MOTION by Ms. Willis and seconded by Ms. Markus, with all in favor, the Auditor Selection Evaluation Criteria and the points allotted to each category, were approved.**

**B. Announce Request for Proposals (RFP) for Annual Audit Services**

Ms. Sanchez presented the RFP for Annual Audit Services.

**On MOTION by Ms. Willis and seconded by Ms. Markus, with all in favor, the RFP for Annual Audit Services and announcement for publication, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Termination of Audit Committee Meeting/Reconvene Regular Meeting**

**On MOTION by Ms. Willis and seconded by Ms. Markus, with all in favor, the Audit Committee Meeting terminated and the Regular Meeting reconvened.**

**NINTH ORDER OF BUSINESS**

**Authorize Publication of RFP for Annual Audit Services**

**On MOTION by Ms. Willis and seconded by Ms. Markus, with all in favor, authorizing publication of the RFP for Annual Audit Services, was approved.**

**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2026**

**On MOTION by Ms. Willis and seconded by Ms. Bolivar, with all in favor, the Unaudited Financial Statements as of January 31, 2026, were accepted.**

**ELEVENTH ORDER OF BUSINESS**

**Approval of February 16, 2026 Regular Meeting Minutes**

The following change was made:

Line 76: Change "Assistant Secretary" to "Chair"

**On MOTION by Ms. Willis and seconded by Ms. Bolivar, with all in favor, the February 16, 2026 Regular Meeting Minutes, as amended, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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

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

There were no District Counsel or District Engineer reports.

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

**I. NEXT MEETING DATE: April 27, 2026 at 12:00 PM**

o **QUORUM CHECK**

**II. Performance Measures/Standards & Annual Reporting Form: October 1, 2025 - September 30, 2026 (for informational purposes)**

**THIRTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Ms. Willis stated that the HOA would like the CDD to participate with other Long Lake Ranch communities in an event with a local merchant and asked if the CDD has any contacts with other parts of the community. Ms. Sanchez noted that the CDD does not maintain resident contact information for Parkview, let alone the rest of the overall community. Ms. Willis should contact the HOA.

Ms. Willis stated she is unable to attend the June 15, 2026 meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

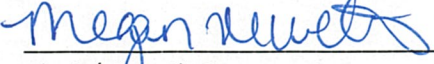
**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Markus and seconded by Ms. Willis, with all in favor, the meeting adjourned at 10:16 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair