

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Long Lake Ranch Community Development District was held on **Thursday, December 5, 2013 at 10:02 a.m.**, at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and Constituting a Quorum:

Betty Valenti	<b>Board Supervisor, Chairman</b>
John Hennebery	<b>Board Supervisor, Vice Chairman</b>
Chris Santoro	<b>Board Supervisor, Assistant Secretary</b>
Walter Beeman	<b>Board Supervisor, Assistant Secretary</b>

Also Present Were:

Cordell Matthews	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tucker Mackie	<b>District Counsel, Hopping Green &amp; Sams, PA</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Matthews called the meeting to order and called the roll.

Mr. Matthews, a Notary Public in the State of Florida, administered the Oath of Office to John Hennebery. Mr. Hennebery swore and affirmed to the oath and executed the oath. Mr. Matthews gave Mr. Hennebery a new Supervisor packet and reviewed the forms with him.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Mr. Matthews stated that there were no audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of the Board of Supervisors' Meeting held on October 3, 2013**

Mr. Matthews asked if there were any additions, deletions, or corrections. There were none.

On a motion by Ms. Valenti, seconded by Mr. Santoro, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 3, 2013 as presented for Long Lake Ranch Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operation and Maintenance Expenditures for September and October 2013**

On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for September (\$3,339.84) and October 2013 (\$11,839.05) as presented for Long Lake Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals Received in Response to District Request for Construction Services for Landscape and Irrigation Improvements**

Ms. Mackie gave the Board some background on the request for proposals. She stated that the District received three proposals in response to the District's hardscape RFP and five proposals in response to the landscape and irrigation RFP.

Ms. Mackie briefly reviewed her review of the proposals. She stated that there were some minor deficiencies in what the proposers for the landscape RFP submitted back to the Board. Ms. Mackie stated that she could address those as the Board members reviewed each of the vendors individually. She stated that she did want to call out one particular discrepancy. Ms. Mackie stated that Luke Brothers did not submit the requested unit pricing for the landscape items. She stated that District Counsel advises that the Board does not rank or review Luke Brothers and deem them non-responsive prior to beginning their review so that they will only be ranking the remaining four proposals. Ms. Mackie stated that she would include some verbiage regarding this in the award letters to be sent to the proposers.

On a Motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors determined that Luke Brothers was non-responsive as they failed to comply with the requirements of the project manual and therefore removed them from the ranking for the landscape and irrigation improvements for Long Lake Ranch Community Development District.

Ms. Mackie stated that she had distributed an evaluation criteria spreadsheet that she had created for the purposes of allocating the points for the objective criteria. She stated that the benefit is as the Board reviews and ranks points she can enter them into the spreadsheet. Ms. Mackie entertained the Board member's questions regarding the allocation of points and scoring the proposals. Discussion ensued regarding the proposals received for the landscape and irrigation improvements with each criteria being considered and point allocated to each responsive proposer based upon the previously approved evaluation criteria. Ms. Mackie stated that, based upon the Board's discussion and determination, the highest ranked responsive proposer at 100 points is Cornerstone, followed by ValleyCrest at 75.9 points, Capital Maintenance at 69.4 points, and Pine Lake Nursery at 60.2 points.

On a Motion by Mr. Beeman, seconded by Mr. Hennebery, with all in favor, the Board of Supervisors ranked the landscape and irrigation improvements proposals as follows; Cornerstone – 100 points, ValleyCrest – 75.9 points, Capital Maintenance – 69.4 points, and

Pine Lake Nursery – 60.2 points and authorized District staff to proceed with transmitting a notice of intent to award for Long Lake Ranch Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals Received in Response to District Request for Construction Services for Hardscape Improvements**

Ms. Mackie stated that as she indicated earlier the District had received three responses to the District's RFP for hardscape improvements. She stated that they were from Cornerstone, CRS, and ValleyCrest. Ms. Mackie stated that prior to the Board's review of the proposals she wanted to bring up issues that she noticed in her review. She noted that ValleyCrest failed to provide the District with the information necessary to complete a thorough review. Ms. Mackie stated that ValleyCrest had indicated that they were giving prices on some of the work but upon award of the contract they would give the District the rest of the pricing. She stated that they also did not sign their proposal.

On a Motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors determined that ValleyCrest was non-responsive as they failed to comply with the requirements of the project manual and therefore removed them from the ranking for the RFP for hardscape improvements for Long Lake Ranch Community Development District.

Ms. Mackie reviewed her evaluation criteria spreadsheet that she had created for the purposes of allocating the points for the objective criteria. Discussion ensued regarding the proposals received for hardscape improvements with each criteria being considered and point allocated to each responsive proposer based upon the previously approved evaluation criteria. Ms. Mackie stated that, based upon the Board's discussion and determination, the highest ranked responsive proposer is Cornerstone with 100 points and CRS is ranked second with 84.7 points.

On a Motion by Mr. Santoro, seconded by Mr. Beeman, with all in favor, the Board of Supervisors ranked the hardscape improvements proposals as follows; Cornerstone – 100 points and CRS – 84.7 points and authorized District staff to proceed with transmitting a notice of intent to award for Long Lake Ranch Community Development District.

A brief discussion ensued regarding finalizing the contracts. Ms. Mackie asked for a motion to amend the Board's previous motion for the hardscape improvements contract.

On a Motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors amended their previous motion to authorize the execution of a contract for hardscape improvements with Cornerstone, the number one ranked proposer with a not-to-exceed price of \$2,543,501.74 for Long Lake Ranch Community Development District.

Ms. Mackie asked for a motion to amend the Board's previous motion for the landscape and irrigation improvements contract.

On a Motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors amended their previous motion to authorize District staff to work with Chris Santoro on the execution of a contract for landscape and irrigation improvements with Cornerstone, the number one ranked proposer with a not-to-exceed price of \$1,135,304 for Long Lake Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Matters Related to Project Finance**

Ms. Mackie stated that she didn't have any particular items regarding this matter today. She stated that she included this in the agenda as a place holder knowing that potentially at the time that the tentative agenda was being prepared that there may have been a resolution to come before the Board from bond counsel. She stated that the resolution is relating to the bonds to be issued. Ms. Mackie stated the underwriter and bond counsel have requested that this be discussed at the Board's January meeting. She stated that there is no Board action that is being requested today for this item.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Construction Funding Agreement**

Ms. Mackie stated that in relation to the financing the District has awarded several contracts today; however the District does not have a funding source identified other than the District will eventually begin to utilize the bond market to fund the capital projects. She stated that until that time when the District does receive monies from the bonds it needs funding from the development source, Long Lake Ranch LLC. Ms. Mackie stated that the District will be processing pay applications from the two contractors that were approved today. She stated that when the bonds are issued what would immediately happen is the District would receive the requisition to pay the cost of issuing the bonds and the second requisition would be any amount spent to date that would go to the developer to reimburse the funds advanced under the construction funding agreement. Ms. Mackie entertained the Board member's questions.

On a motion by Mr. Beeman, seconded by Mr. Hennebery, with all in favor, the Board of Supervisors approved the Construction Funding Agreement as presented for Long Lake Community Development District.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.

Ms. Mackie stated that per Florida Statute Mr. Hennebery was entitled to receive \$200 per meeting for his attendance. She asked Mr. Hennebery whether he would like to waive or receive compensation for meeting attendance. Mr. Hennebery elected to waive compensation.

B. District Engineer  
Not present.

C. District Manager  
Mr. Matthews stated that the next regular scheduled meeting was January 9, 2014 at 10:00 a.m.

**TENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Mr. Matthews stated that there were no audience members present.

Mr. Matthews asked if there were any Supervisor requests. There were none.

**ELEVENTH ORDER OF BUSINESS**

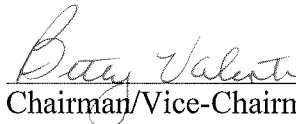
**Adjournment**

Mr. Matthews stated that there was no further business to come before the Board and asked for a motion to adjourn.

On a motion by Mr. Beeman, seconded by Mr. Hennebery, with all in favor, the Board of Supervisors adjourned the Board of Supervisors' meeting at 10:51 a.m. for Long Lake Ranch Community Development District.



Secretary/Assistant Secretary



Chairman/Vice-Chairman