



Rizzetta & Company

Long Lake Ranch Community Development District

Board of Supervisors' Meeting November 5, 2020

**District Office:
9428 Camden Field Parkway
Riverview, FL 33578
813-533-2950**

www.longlakeranchcdd.org

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

Board of Supervisors	William Pellan	Chair
	Heidi Clawson	Vice Chair
	Andrew Kimpland	Assistant Secretary
	James Koford	Assistant Secretary
	John Twomey	Assistant Secretary
District Manager	Bryan Radcliff	Rizzetta & Company, Inc.
District Counsel	Sarah Sandy	Hopping Green & Sams, P.A.
District Engineer	Phil Chang	Johnson Engineering

All cellular phones must be placed on mute during conference, except for participating in the meeting discussion.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PKWY • RIVERVIEW, FL 33578
www.longlakeranchcdd.org

November 5, 2020

**Board of Supervisors
Long Lake Ranch Community
Development District**

REVISED FINAL AGENDA

Dear Board Members:

The regular meeting of the Long Lake Ranch Community Development District will be held on **Thursday, November 5, 2020 at 3:00 PM at the Long Lake Amenity Center, 19037 Long Lake Ranch Blvd., Lutz, Florida 33558. A public Hearing on Amending Amenity Rules will be held at 6:00 PM**. The following are the final agendas for these meetings:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Landscaping & Irrigation
 1. Presentation of September Field Inspection Report.....Tab 1
 - B. Aquatic Services
 1. Presentation of Aquatic Service Report
 - C. District Engineer
 - D. District Counsel
 1. Update regarding Heidt Design Demand Letter
 2. Update regarding TECO Easement
 - E. Clubhouse Manager
 1. Presentation of Clubhouse Report..... Tab 2
 - F. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meetings Held on October 1, 2020..... Tab 3
 - B. Consideration of Operation and Maintenance Expenditures for September 2020..... Tab 4
 - C. Consideration of Resolution 2021-03, Designating Primary Administrative Office and Local Records Office..... Tab 5
 - D. Consideration of Resolution 2021-04, Designating Public Depository; Authorizing Officers to Execute..... Tab 6
 - E. Consideration of Resolution 2021-05, Appointing Registered Agent..... Tab 7
 - F. Consideration of Resolution 2021-06, Designating Dissemination Agent..... Tab 8
- 5. BUSINESS ITEMS**
 - A. Consideration of Proposal to Replace Pump Motor.....Tab 9
 - B. Discussion of LLR Perimeter Fence Map..... Tab 10
 - C. Consideration of Foxtail Ridge Pressure Wash 2.....Tab 11
 - D. Consideration of Agreement with DPFG Management & Consulting, LLC for District Management Services..... Tab 12

- E. Consideration of Agreement with Vesta Property Services, Inc. for Amenity Facility Management and Maintenance Management Services..... Tab 13
- F. Consideration of Proposal for District Accounting Services.... Tab 14
- G. Consideration of Camera Server Replacement..... Tab 15
- H. Consideration of Micronode and Mag Strike Repairs to gates/doors..... .. Tab 16
- I. Public Hearing on Rules of Procedure – **NOTE, NOT SCHEDULED TO START UNTIL 6:00 P.M.**
 - 1. Open Public Hearing
 - 2. Public Comment
 - 3. Close Public Hearing
 - 4. Supervisor Discussion
 - 5. Consideration of Resolution 2021-07; Adopting Amenity Rules and Policies.....Tab 17
- 6. **SUPERVISOR REQUESTS**
- 7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Bryan Radcliff
District Manager

Tab 1

LONG LAKE RANCH

FIELD INSPECTION REPORT



October 26, 2020
Rizzetta & Company
Bryan Schaub – Field Services Manager



Rizzetta & Company
Professionals in Community Management

SUMMARY & AMENITIES CENTER

General Updates, Recent & Upcoming Maintenance Events

Continue Fire Ant control throughout the community.

During the cooler months, continue hard pruning all Ornamental Grasses.

Continue treating Ornamental Grasses for Spider Mites.

The following are action items for Yellowstone Landscaping to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** text indicates issues for the staff.

1. Remove grassy weeds from Holly bushes at entrance to Pool area.
2. Trim Tree Ligustrum from overhanging sidewalks.
- 3. Replace dead Holly shrubs in parking islands. (Pic 3 >)**
4. In Pool House parking area, remove excessive mosses from Oaks.
5. Investigate and treat or replace declining/dead Hollies by pool vac area. (Pic 5)



6. Continue treating Viburnum in Pool area and beds surrounding Amenities Center for fungus and replace two dead Viburnum units.
7. In same area, treat and/or replace declining or dead Ornamental Grasses.
8. In entrance to lake, prune overhanging Oak over sidewalk.
9. By Playground equipment, treat/remove weeds in tree rings.



AMENITIES CENTER, LAKE ACCESS & FOXTAIL AREA

10. In Pool Deck, prune Date Palm removing dead fronds and seed pods. (Pic 10)

10



11. Inside the Pool fencing, investigate, treat and/or replace declining Loropetalum.
12. By Lake, vendor to remove all suckers and water shoots from Live Oaks and all trees.
13. Hand pull large weeds in beds by the lake.
14. By Tennis Courts, treat beds for weeds and [check irrigation on new plantings](#).
15. By Playground fencing, continue treating Ornamental Grasses and ant mounds. (Pic 15 >)
16. At first lake Access, treat shell path for weeds.
17. At Lake access area along LLR Blvd, flush cut dead Holly tree. (Pic 17 >)
18. At Serenoa Round About, trim Tri-color Jasmine off all curbs.
19. In same area, prune dead from Juniper, treat for Mites, and fertilize.
20. In median beds in same area, new plantings were being installed.

21. At Foxtail Pool, investigate, treat and/or replace declining Blue Daze.

22. At all Annual Flower beds, its time for a change out.

23. At Cordgrass Monument, remove dead from Flax Lily.

24. At Silvergrass monument, treat Liriope for tip fungus.

< 15



< 17



Tab 2



Long Lake Ranch Community Development District (CDD)

Long Lake Ranch Amenity Center

19037 Long Lake Ranch Boulevard, Lutz, FL 33558

Phone: (813) 406-4423

Email: manager@longlakeranchclub.com

October 2020 Clubhouse Operations Updates

- Bulletin boards updated weekly
- Pool furniture neatened daily
- Send residents email every Wednesday and Friday. More if needed
- Any necessary upkeep to maximize present-ability
- Restrooms cleaned everyday
- Community Access cards repaired and created
- Board Meetings and interviews in clubhouse. Select date
- Movie event 10/31/20 Halloween
- Meetings Special Meeting Sept. 24. Cdd Board meeting Nov 5th, November 5th Land owners.

October 2020 Clubhouse Project/Maintenance Updates

- Playground swings repaired
- Playground mulch bed outline repaired
- Ants and wasp nest treated
- Harris repaired front gate to playground
- Harris monument work
- Harris is repairing new sign around trail. And gates around trail
- Manager repaired door lock and gates
- Securitemcome out to address gate issue. Parts ordered and received quotes. Work in progress
- DCSI is getting quotes and 2nd opinion from the work of Securiteam.
- Trash Cleared weekly
- Pressure washing schedule, work continuous by Manager.
- Pool cleaning service weekly. Daily chemical chart by manager.

[october 2020 Clubhouse board questions](#)

- CDD Board Clubhouse manager expectations, for the last month?
- Do we want to change any Covid-19 restrictions? Pool, rentals? Changes
- Other projects? Or work complete?
- Events? Covid-19 restrictions? New or up coming events?
- Training new company and staff if needed
- November events? What's needed from Manager

Tab 3

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 meeting of the Board of Supervisors of the Long Lake Ranch Community Development District was held on **Thursday, October 1, 2020 at 6:01 p.m.** conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-246. Present and constituting a quorum:

Bill Pellán	Board Supervisor; Chair
Heidi Clawson	Board Supervisor; Vice Chair
James Koford	Board Supervisor; Assistant Secretary
Andrew Kimpland	Board Supervisor; Assistant Secretary
John Twomey	Board Supervisor; Assistant Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Co., Inc.
Sarah Sandy	District Counsel; Hopping Green & Sams
Emma Gregory	District Counsel; Hopping Green & Sams
Andrew Larsen	Clubhouse Manager
Bryan Schaub	Field Services, Rizzetta & Co., Inc.
Roy Deary	Representative, Vesta Property Services
Patrick Giambelleula	Representative, DPFG Management
Chuck Burnite	Representative, GHS

Audience

FIRST ORDER OF BUSINESS**Call to Order**

Mr. Radcliff called the meeting to order and called the roll, confirming a quorum.

SECOND ORDER OF BUSINESS**Audience Comments**

The Board entertained Resident comments.

THIRD ORDER OF BUSINESS**Staff Reports****A. Field Services**

1. Mr. Schaub presented the Field Inspection Report to the Board. The Board requested follow-up of line-of-sight issues, tree canopies being raised and weeds in plant beds.

2. Mr. Schaub presented the Yellowstone Proposals to the Board.
The Board tabled the Yellowstone Pine Bark Mini Nugget Install.
The Board also tabled the Pine Straw Install.

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board approved the Yellowstone Nightshade Median Plant Replacement Proposal for \$5702.50, for the Long Lake Ranch Community Development District.

On a motion by Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board approved the Yellowstone Top Choice Fire Ant Treatment Proposal for \$2359.50, for the Long Lake Ranch Community Development District.

On a motion by Mr. Koford, seconded by Mr. Pellan, with all in favor, the Board approved the Yellowstone Installation of Red Geraniums Proposal for \$4865.07, for the Long Lake Ranch Community Development District.

On a motion by Mr. Koford, seconded by Mr. Pellan, with all in favor, the Board approved the Yellowstone Installation of Red Geraniums Proposal for \$4865.07, for the Long Lake Ranch Community Development District.

B. Aquatic Services

Mr. Burnite presented the Aquatic Report to the Board.

The Board reviewed the Main Lake Fish Stocking Proposal. The Board approved continued efforts to obtain a permit for Main Lake Fish Stocking. The Board requested follow-up on possible free fish stocking program offered by the County.

On a motion by Ms. Clawson, seconded by Mr. Pellan, with all in favor, the Board approved continued efforts to obtain a permit for Main Lake Fish Stocking, for the Long Lake Ranch Community Development District.

The Board approved the GHS Proposal for Grass Carp with a not-to-exceed amount of \$2135.00.

On a motion by, Ms. Clawson, seconded by Mr. Pellan, with all in favor, the Board approved the GHS Proposal for Grass Carp with a not-to-exceed amount of \$2135.00, for the Long Lake Ranch Community Development District.

C. District Engineer
Not present.

Mr. Radcliff presented the latest draft of the HOA/CDD Ownership Map to the Board. The Board requested additional detail regarding fencing within the Foxtail and gated Roseate drive area.

D. District Counsel

Ms. Sandy presented the District Counsel Report to the Board. The following topics were discussed:

1. Teco Easement – Resident still has not paid Johnson Engineering for survey work.
2. Transition Call – Discussed transition call next week between Rizzetta & Company and DPFG and Vesta.
3. Audit – DPFG is requesting Rizzetta and Company handle the FY 2020 District Audit.
4. Vesta requested their contract provide for flat fee monthly payments with the District to receive credit for any hours not worked.
5. The Board adopted Resolution 2021-02; Appointing and Removing Officers of the District and Providing for an Effective Date.

On a motion by, Mr. Pellan, seconded by Mr. Twomey, with all in favor, the Board adopted Resolution 2021-02; Appointing and Removing Officers of the District and Providing for an Effective Date, for the Long Lake Ranch Community Development District.

E. Clubhouse Manager

Mr. Larsen presented the Clubhouse Manager's Report to the Board.

F. District Manager

Mr. Radcliff presented the District Manager's Report to the Board. Due to certain scheduling issues, the following times were approved by the Board for the November 5, 2020 meetings:

- Regular BOS Meeting – 3:00 p.m.
- Landowner's Election – 5:00 p.m. (previously set for 6p.m.)
- Public Hearing on Rules and Policies – 6:00 p.m. (previously set for 3 p.m.)

On a motion by, Ms. Clawson, seconded by Mr. Pellan, with all in favor, the Board approved the following meeting times: Regular BOS Meeting – 3:00 p.m., Landowner Election – 5:00 p.m. and Public Hearing on Rules and Policies – 6:00 p.m., for the Long Lake Ranch Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' meeting
held on September 3, 2020**

The Board approved the Minutes from the September 3, 2020 meeting, as presented.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board approved the Minutes from the July 9, 2020 meeting, as presented, for the Long Lake Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for
August 2020**

Mr. Radcliff presented the O&M Expenditures for August 2020 to the Board.

On a motion by Mr. Pellan, seconded by Mr. Koford, with all in favor, the Board approved the August 2020 Operations and Maintenance Expenditures, for the Long Lake Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Bike Rack
Rock Install Proposal**

The Board approved the Bike Rack Rock Install Proposal pending use of earth-tone rocks.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board approved the Bike Rack Rock Install Proposal pending use of earth-tone rocks, for the Long Lake Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

**Ratification of Family First
Pressure Washing Agreement**

The Board approved a motion to terminate the contract for Family First Pressure Washing.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board approved to terminate the contract for Family First Pressure Washing, for the Long Lake Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Rومانer
Graphics Monument Logos
Proposal**

The Board approved the proposal for the refurbishment of the existing Long Lake Ranch logos on towers at Peppergrass, Primrose and Foxtail at a cost of \$1125.00.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board approved the refurbishment of the existing Long Lake Ranch logos on towers at Peppergrass, Primrose and Foxtail at a cost of \$1125.00, for the Long Lake Ranch Community Development District.

NINTH ORDER OF BUSINESS

**Consideration OF Main Lake
Fish Stocking Proposal**

The Board covered this topic under the Aquatic Services Report.

TENTH ORDER OF BUSINESS

**Ratification of Illuminations
Holiday Lighting Contract**

The Board ratified the Illuminations Holiday Lighting Contract.

On a motion by Mr. Pellan, seconded by Ms. Clawson, with all in favor, the Board ratified the Illuminations Holiday Lighting Contract, for the Long Lake Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of GHS Proposal
for Grass Carp**

The Board covered this topic under the Aquatic Services Report.

TWELFTH ORDER OF BUSINESS

Audience Comments

The Board entertained Audience comments.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Clawson – With the Governor moving the State into Phase 3, the Board discussed re-opening the Clubhouse. Based on findings for the health, safety and welfare of the District's residents and users and following CDC and DOH guidance to comply with social distancing and continued sanitization protocols, the agreed to re-open the Clubhouse for functions with a maximum occupancy of fifteen (15) people and adherence to social distancing, mask usage, execution of a waiver form, and having

staff sanitize the Clubhouse in accordance with CDC guidelines between events. Those using the Clubhouse are also required to clean up and sanitize after their event.

On a motion by Mr. Pellán, seconded by Ms. Clawson, with all in favor, approved to open the Clubhouse for functions with a maximum occupancy of fifteen (15) people and adherence to social distancing, mask usage, execution of a waiver form, and having staff sanitize the Clubhouse in accordance with CDC guidelines between events, for the Long Lake Ranch Community Development District.

Ms. Pellán – The Board approved a motion to restore pool hours to normal and remove occupancy restrictions; however, the following protocols will continue: residents must sign a waiver, sanitization schedule, pool furniture to remain up.

On a motion by Mr. Pellán, seconded by Ms. Clawson, with all in favor, the Board of Supervisors approved to restore pool hours to normal and remove occupancy restrictions, with all other protocols remaining the same, for the Long Lake Ranch Community Development District.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Pellán, seconded by Mr. Twomey, with all in favor, the Board of Supervisors adjourned the meeting at 8:57 p.m., for the Long Lake Ranch Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 4

Long Lake Ranch Community Development District

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operations and Maintenance Expenditures September 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through September 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$98,294.37**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Austin Outdoor, LLC	002969	TM 141043	Install Fall Annuals 08/20	\$ 3,348.00
Austin Outdoor, LLC	002988	TM 144364	Install Plants - Long Lake Ranch Blvd. 09/20	\$ 1,984.63
Austin Outdoor, LLC	002988	TM 144717	Monthly Landscape Maintenance 09/20	\$ 13,754.41
Bright House Networks	002989	065052101091620	Account# 0050650521-01 Clubhouse Internet 09/20	\$ 309.71
Bright House Networks	002972	073753101090420	Account# 0050737531-01 Pool Internet, Phone, TV 09/20	\$ 321.96
County Sanitation	002983	10476184	Monthly Waste Services 09/20	\$ 80.00
Duke Energy	002990	03431 87057 09/20	0000 Sunlake Blvd Lite 09/20	\$ 434.12
Duke Energy	002974	Summary Bill 08/20	Summary Bill 08/20	\$ 16,996.67
Egis Insurance Advisors LLC	002991	11365	Gen/Property/POL Liability Insurance 10/01/20- 10/01/21	\$ 18,226.00
GHS Environmental	002961	2020-463	Aquatic Maintenance Phase 1 & 2 08/20	\$ 3,385.00
Harris Romaner Graphics	002966	20145	Install Signage 08/20	\$ 60.00
Heidi Clawson	002982	091620	Flag Pole Reimbursement 09/20	\$ 1,300.00

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Heidi Clawson	002973	HC090320	Board of Supervisors Meeting 09/03/20	\$ 200.00
Hopping Green & Sams	002975	116799	General Counsel 07/20	\$ 7,995.99
James Koford	002976	JK090320	Board of Supervisors Meeting 09/03/20	\$ 200.00
Johnson Engineering, Inc.	002962	12	Engineering Services 07/20	\$ 1,232.50
Johnson Engineering, Inc.	002984	13	Engineering Services 08/20	\$ 1,862.50
Long Lake Ranch CDD	CD071	CD071	Debit Card Replenishment	\$ 703.19
Nvirotech Pest Control Services	002992	215320	Pest Control Account #10520 09/20	\$ 135.00
Nvirotech Pest Control Services	002963	325001	Pest Control Account #8876 08/20	\$ 70.00
Nvirotech Pest Control Services	002992	326819	Pest Control Account #8876 09/20	\$ 70.00
Pasco County Utilities	002964	13834143	18981 Long Lake Ranch Blvd - Fire Hydrant 07/20	\$ 54.30
Pasco County Utilities	002977	13882943	0 Community Center 08/20	\$ 3,987.65
Pasco County Utilities	002977	13882944	18981 Long Lake Ranch Blvd 08/20	\$ 128.70

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Professor-Cool, LLC	002985	2262	HVAC Repair - Drain Lines 09/20	\$ 150.00
Rizzetta & Company, Inc.	002965	INV0000052604	District Management Services 09/20	\$ 4,391.67
Rizzetta Amenity Services, Inc.	002971	INV00000000007894	Amenity Management Services 08/20	\$ 3,470.94
Rizzetta Amenity Services, Inc.	002979	INV00000000007926	Amenity Management Services 09/20	\$ 4,029.89
Rizzetta Amenity Services, Inc.	002986	INV00000000007954	Out of Pocket Expense 08/20	\$ 50.00
Rizzetta Amenity Services, Inc.	002994	INV00000000007986	Amenity Management Services 09/20	\$ 3,923.41
Scott C. Masucci	002993	LLRan001	Pool Service 09/20	\$ 2,107.70
Securiteam, Inc.	002980	10034	Service Call 09/20	\$ 214.98
Site Masters of Florida, LLC	002995	091820-2	Repair Erosion - Sunlake Blvd. 09/20	\$ 1,400.00
Solitude Lake Management, LLC	002967	PI-A00463529	Service Call - Motor 08/20	\$ 69.20
Suncoast Pool Service	002987	6570	Pool/Spa & Chemical Service 09/20	\$ 568.00
Tampa Poop 911 LLC	002970	3614688	Pet Waste Station Monthly 08/20	\$ 395.85

Long Lake Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	002968	0000102126 08/12/20	Account #108665 Legal Advertising 08/20	\$ 133.60
Times Publishing Company	002981	0000103461 08/26/20	Account #108665 Legal Advertising 08/20	\$ 172.00
Times Publishing Company	002996	0000108417 09/16/20	Account #108665 Legal Advertising 09/20	\$ 176.80
William A. Pellam	002978	BP090320	Board of Supervisors Meeting 09/03/20	<u>\$ 200.00</u>
Report Total				<u>\$ 98,294.37</u>



INVOICE

INVOICE #	INVOICE DATE
TM 141043	8/24/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Long Lake Ranch LM
c/o Long Lake Ranch CDD
5844 Old Pasco Rd
Suite 100
Wesley Chapel, FL 33544

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Long Lake Ranch LM

Invoice Due Date: September 23, 2020

Invoice Amount: \$3,348.00

Description	Current Amount
-------------	----------------

Summer/Fall Annual Rotation

Please see the price below to install a late summer early fall annuals throughout the community beds. We will be removing the current annuals and treating the beds for weeds and new soil will be tilled into all the beds.

Annual Installation Date Rec'd Rizzetta & Co., Inc. \$3,348.00

D/M approval BR Date 08/31/2020

Date entered 08/28/20

Fund 001 GL 53900 OC 4656

Check # _____

Invoice Total

\$3,348.00

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.



INVOICE

INVOICE #	INVOICE DATE
TM 144364	9/1/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Long Lake Ranch LM
c/o Long Lake Ranch CDD
5844 Old Pasco Rd
Suite 100
Wesley Chapel, FL 33544

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Long Lake Ranch LM

Invoice Due Date: October 1, 2020

Invoice Amount: \$1,984.63

Description	Current Amount
-------------	----------------

LLR Blvd Median Plant Replacement

Yellowstone will remove the remaining declining plants and replace the empty spaces along the hedge rows of LLR Blvd with new plant material. We will also remove the magnolia trees in the medians, they are slowly dying due to improper installation and poor grade. They will never look healthy and full.

The irrigation team will make adjustments to the system to insure the new material gets sufficient water..

Plant Installation \$1,984.63

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/08/2020

Date entered 09/04/20

Fund 001 GL 53900 OC 4650

Check # _____

Invoice Total **\$1,984.63**

Should you have any questions or inquiries please call (386) 437-6211.



INVOICE

INVOICE #	INVOICE DATE
TM 144717	9/1/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Long Lake Ranch LM
c/o Long Lake Ranch CDD
5844 Old Pasco Rd
Suite 100
Wesley Chapel, FL 33544

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Long Lake Ranch LM

Invoice Due Date: October 1, 2020

Invoice Amount: \$13,754.41

Description	Current Amount
Monthly Landscape Maintenance September 2020	\$13,754.41

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/08/2020

Date entered 09/04/20

Invoice Total **\$13,754.41**

Fund 001 GL 53900 OC 4604

Check # _____

Excellence
IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

September 16, 2020

Invoice Number: 065052101091620

Account Number: 0050650521-01

Security Code: 5183

Service At: 18981 LONG LAKE RANCH BLVD
LUTZ, FL 33558-2802**SPECTRUM BUSINESS NEWS****Contact Us**Visit us at **SpectrumBusiness.net**

Or, call us at 1-877-824-6249

Summary*Services from 09/15/20 through 10/14/20
details on following pages*

Previous Balance	309.71
Payments Received - Thank You	-309.71
Remaining Balance	\$0.00
Spectrum Business™ TV	47.04
Spectrum Business™ Internet	184.99
Spectrum Business™ Voice	46.00
Other Charges	16.80
Taxes, Fees and Charges	14.88
Current Charges	\$309.71
Total Due by 10/02/20	\$309.71

Important Billing Message Effective on or after October 21, 2020: In accordance with the Spectrum Terms and Conditions of Service, Spectrum Business services are billed on a monthly basis. Unless a customer cancels services on or before the last day of the current service period, the customer will be charged in full for the next billing month. Spectrum Business does not provide partial month credits for monthly subscription services that are cancelled prior to the end of the current service period. The service period can be found in the Charge Details section of a Spectrum Business statement.

You are pre-approved to get Spectrum Mobile. Stay connected with the fastest overall speeds, and the most reliable service, coast to coast. Call 1-877-782-6135 to see how much you can save!

Thank you for choosing Spectrum Business.
We appreciate your prompt payment and value you as a customer.

Date Rec'd Rizzetta & Co., Inc. 09/22/20
D/M approval BR Date 09/28/2020
Date entered 09/24/20
Fund 001 GL 57200 OC 4630
Check # _____

Spectrum
BUSINESS4145 S. Falkenburg Rd Riverview, FL 33578-8652
7635 1610 NO RP 16 09162020 NNNNNY 01 000074 0001LONG LAKE RANCH CDD
5844 OLD PASCO RD STE 100
WESLEY CHAPEL FL 33544-4010

September 16, 2020

LONG LAKE RANCH CDD

Invoice Number: 065052101091620

Account Number: 0050650521-01

Service At: 18981 LONG LAKE RANCH BLVD
LUTZ, FL 33558-2802

Total Due by 10/02/20	\$309.71
Amount you are enclosing	\$

Please Remit Payment To:

BRIGHT HOUSE NETWORKS
PO BOX 7195
PASADENA, CA 91109-7195

0001100100506505210166030971



Invoice Number:
Account Number:
Security Code:

LONG LAKE RANCH CDD
065052101091620
0050650521-01
5183

Contact Us

Visit us at SpectrumBusiness.net
Or, call us at 1-877-824-6249

7635 1610 NO RP 16 09162020 NNNNNY 01 000074 0001

Charge Details

Previous Balance	309.71
Payments Received - Thank You 09/04	-309.71
Remaining Balance	\$0.00

Payments received after 09/16/20 will appear on your next bill.

Services from 09/15/20 through 10/14/20

Spectrum Business™ TV

Spectrum Receiver, Private Basic TV Service,	47.04
Private Standard TV Service	
	\$47.04

Spectrum Business™ TV Total \$47.04

Spectrum Business™ Internet

200Mbps X 20Mbps	150.00
Up to 5 Static IP Addresses	24.99
Business WiFi Service	10.00
	\$184.99

Spectrum Business™ Internet Total \$184.99

Spectrum Business™ Voice

Phone Number 813-406-4423	
Spectrum Business Voice	42.00
Modem	4.00
	\$46.00

For additional call details,
please visit SpectrumBusiness.net

Spectrum Business™ Voice Total \$46.00

Other Charges

Regional Sports Network Fee	0.35
Broadcast TV Fee	16.45
Other Charges Total	\$16.80

Taxes, Fees and Charges

State And Local Sales Tax	0.84
Local Communications Services Tax	2.45
Telephone Relay Surcharge	0.10
State Communications Tax	7.52
E911 Surcharge	0.40
Regulatory Cost Recovery Fee	0.82
Federal Universal Service Fund	2.75
Taxes, Fees and Charges Total	\$14.88

Current Charges	\$309.71
Total Due by 10/02/20	\$309.71

Billing Information

Tax and Fees - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

Billing Practices - Spectrum Business mails monthly, itemized invoices for all monthly services in advance. A full payment is required on or before the due date indicated on this invoice. Payments made after the indicated due date may result in a late payment processing charge. Failure to pay could result in the disconnection of all your Spectrum Business service(s). Disconnection of Business Voice service may also result in the loss of your phone number.

Spectrum Voice Provider - Spectrum Advanced Services, LLC

Visit Spectrum.com/stores for store locations. For questions or concerns, visit Spectrum.net/support.

Your WAY can be the GREEN way!
GO GREEN with Spectrum Business.

Online Bill Pay is helping the environment one customer at a time. It's easy - all you need to do is sign up for Online Bill Pay. It will save you money on postage and time - and it will also save trees!

Enrolling is easy, just go to Spectrumbusiness.net. Each month, you'll receive a paperless e-bill that you pay online with your choice of payment options.

- Debit Card - Credit Card - Electronic Funds Transfer
- Receive a quick summary of your account at any time
- Access up to 6 months of statements

Payment Options

Pay Online - Create or Login to pay or view your bill online at Spectrumbusiness.net.

Pay by Mail - Detach payment coupon and enclose with your check made payable to Bright House Networks. Please do not include correspondences of any type with payments.

For questions or concerns, please call 1-877-824-6249.



Invoice Number: LONG LAKE RANCH CDD
Account Number: 065052101091620
Security Code: 0050650521-01
5183

Contact UsVisit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

7635 1610 NO RP 16 09162020 NNNNNY 01 000074 0001

Voice Fees and Charges - These include charges, to recover or defray government fees imposed on Spectrum, and certain other costs related to Spectrum's Voice service, including a Federal Universal Service Charge and, if applicable, a State Universal Service Charge to recover amounts Spectrum must pay to support affordable telephone service, and may include a state Telecommunications Relay Service Fee to support relay services for hearing and speech impaired customers. Please note that these charges are not taxes and are subject to change. For more information, visit spectrum.net/taxesandfees.

Changing Business Locations - Please contact Spectrum Business before moving your Business Voice modem to a new address. To establish service at your new location or return equipment, please contact your Spectrum Business Account Executive at least twenty one (21) business days prior to your move.

Authorization to Convert your Check to an Electronic Funds Transfer Debit - For your convenience, if you provide a check as payment, you authorize Spectrum Business to use the information from your check to make a one-time electronic funds transfer from your account. If you have any questions, please call our office at the telephone number on the front of this invoice. To assist you in future payments, your bank or credit card account information may be electronically stored in our system in a secure, encrypted manner.

Complaint Procedures - You have 60 days from the billing date to register a complaint if you disagree with your charges.

Video Closed Captioning Inquiries - Spectrum provided set-top boxes for video consumption support the ability for the user to enable or disable Closed Captions for customers with hearing impairment.

For immediate closed captioning concerns, call 1-855-707-7328 or email closedcaptioningsupport@charter.com.

To report a complaint on an ongoing closed captioning issue, please send your concerns via US Mail to W. Wesselman, Sr. Director, 2 Digital Place, Simpsonville, SC 29681, send a fax to 1-704-697-4935, call 1-877-276-7432 or email closedcaptioningissues@charter.com.



Invoice Number:
Account Number:
Security Code:

LONG LAKE RANCH CDD
065052101091620
0050650521-01
5183

Spectrum
BUSINESS

Contact Us

Visit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

7635 1610 NO RP 16 09162020 NNNNNY 01 000074 0001

Spectrum
BUSINESS



Make sure your
business has the right
technology solutions.

You qualify for a **FREE** business
technology assessment.

To stay productive and competitive, your small business needs the latest and greatest mobile, phone, Internet and TV solutions at the best price. As a Spectrum Business customer, we can confirm you have the right solutions to maximize your savings.



LOWER YOUR MONTHLY BUSINESS BILL

Add Spectrum Mobile

You are pre-approved for this offer!

UNLIMITED DATA PLAN

\$45

/MO per line when
bundled with Internet*



BY THE GIG DATA PLAN

\$14

/GB per mo per line when
bundled with Internet**

Get reliable, crystal-clear mobile service.

- Stay connected with unlimited talk and text
- Save up to 40% on your mobile bill**
- 5G now available in parts of select cities*



Spectrum Mobile
delivers the fastest overall
speeds and is the most
reliable, coast to coast.†

EASY TO SWITCH • NO CONTRACTS • NO HIDDEN FEES

See how much your business can save.

Call: (877) 361-7766

Or visit: Business.Spectrum.com

Offer subject to change; valid to qualified business customers who have no outstanding obligation to Charter. Spectrum Business Internet Subscription required. Restrictions apply. *Unlimited: After 20 GB per line, you may experience reduced speeds for the rest of the bill cycle. Unlimited plans include up to 5 GB mobile hotspot use per line during a billing cycle, with speeds reduced down to a maximum of 600 Kbps for mobile hotspot use after 5 GB for the rest of the billing cycle for that line. For details, go to Spectrum.com/mobile-broadband. **By the Gig: With the "By the Gig" data option, you will be charged \$14.00 each month in advance for each line of Service. Each line gets one gigabyte (GB) of data that can be shared among all By the Gig lines on the same account. If all of the By the Gig lines on the account collectively exceed the initial 1 GB allocated to each line, an additional GB of shared data is automatically added to the account and you'll pay an additional \$14.00 per GB, whether you use the entire gigabyte or not. After 5 GB per line, you will experience reduced speeds for the rest of the bill cycle. 4G devices required. For details, go to Spectrummobile.com/plans. †"Fastest Overall Speed" claim based on Nielsen Mobile Performance cellular and WiFi speed test results for Spectrum, Verizon, AT&T, T-Mobile and Sprint mobile customers in Spectrum service area from 04/01/2019 to 12/31/2019. "Most reliable" claim based on 2018 FCC Measuring Broadband America report and RootMetrics® by IHS Markit's RootScore® Reports: 2H 2019. RootMetrics® test used best commercially available smartphones on 4 national mobile networks across all available network types. Experiences may vary. **Savings based on comparison of single line unlimited data plans amongst national carriers as of 08/27/2019. Data usage limits vary by carrier. †To access 5G service, 5G compatible phone, Unlimited rate plan, and 5G service required. Spectrum Mobile currently offers 5G in parts of select cities. Not all 5G capable phones compatible with all 5G networks. If 5G phone not compatible with 5G or 5G is not available in your area, phone will automatically revert to 4G. 5G coverage will continue to expand throughout 2020 and beyond. Speeds may vary. Visit <https://www.spectrum.com/policies/mobile-terms> for full terms and conditions. ©2020 Charter Communications. All rights reserved.

BAP-2008-BMOP

SA7KF033

September 4, 2020

Invoice Number: 073753101090420

Account Number: 0050737531-01

Security Code: 1205

Service At: 2042 LAKE WATERS PL
LUTZ, FL 33558**Contact Us**Visit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

SummaryServices from 09/03/20 through 10/02/20
details on following pages

Previous Balance	321.96
Payments Received - Thank You	-321.96
Remaining Balance	\$0.00
Spectrum Business™ Internet	271.97
Spectrum Business™ Voice	49.99
Current Charges	\$321.96
Total Due by 09/20/20	\$321.96

Thank you for choosing Spectrum Business.

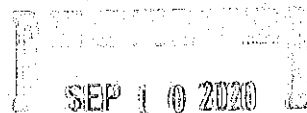
We appreciate your prompt payment and value you as a customer.

4145 S. Falkenburg Rd Riverview, FL 33578-8652
7635 1610 NO RP 04 09042020 YNNNNY 01 000063 0001LONG LAKE RANCH CDD
5844 OLD PASCO RD
WESLEY CHAPEL FL 33544-4010**SPECTRUM BUSINESS NEWS**

NOTE. Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.

Important Billing Message Effective on or after October 21, 2020: In accordance with the Spectrum Terms and Conditions of Service, Spectrum Business services are billed on a monthly basis. Unless a customer cancels services on or before the last day of the current service period, the customer will be charged in full for the next billing month. Spectrum Business does not provide partial month credits for monthly subscription services that are cancelled prior to the end of the current service period. The service period can be found in the Charge Details section of a Spectrum Business statement.

You are pre-approved to get Spectrum Mobile. Stay connected with the fastest overall speeds, and the most reliable service, coast to coast. Call **1-877-782-6135** to see how much you can save!



Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/14/2020Date entered 09/10/20Fund ⁰⁰¹ GL 57200 OC 4630

Check # _____

September 4, 2020

LONG LAKE RANCH CDD

Invoice Number: 073753101090420

Account Number: 0050737531-01

Service At: 2042 LAKE WATERS PL
LUTZ, FL 33558**Total Due by 09/20/20****\$321.96**

Amount you are enclosing

\$

Please Remit Payment To:BRIGHT HOUSE NETWORKS
PO BOX 7195
PASADENA, CA 91109-7195

0001100100507375310128032196



Invoice Number: 073753101090420
 Account Number: 0050737531-01
 Security Code: 1205

Contact UsVisit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

7635 1610 NO RP 04 09042020 YNNNNY 01 000063 0001

Charge Details

Previous Balance	321.96
Payments Received - Thank You 08/21	-321.96
Remaining Balance	\$0.00

Payments received after 09/04/20 will appear on your next bill.

Services from 09/03/20 through 10/02/20**Spectrum Business™ Internet**

Spectrum Business Internet Max	299.99
Business WiFi	6.99
Static IP 1	14.99
Promo Discount	-50.00
	\$271.97

Spectrum Business™ Internet Total \$271.97

Spectrum Business™ Voice

Phone Number 813-803-7426	
Spectrum Business Voice	49.99
	\$49.99

For additional call details,
 please visit SpectrumBusiness.net

Spectrum Business™ Voice Total \$49.99

Current Charges	\$321.96
Total Due by 09/20/20	\$321.96

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Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

The following taxes, fees and surcharges are included in the price of the applicable service - Federal USF \$2.63, Florida State CST \$2.19, Florida CST \$1.12, Florida Local CST \$1.08, E911 Fee \$0.40, TRS Surcharge \$0.10, Sales Tax \$0.04.

Voice Fees and Charges - These include charges, to recover or defray government fees imposed on Spectrum, and certain other costs related to Spectrum's Voice service, including a Federal Universal Service Charge and, if applicable, a State Universal Service Charge to recover amounts Spectrum must pay to support affordable telephone service, and may include a state Telecommunications Relay Service Fee to support relay services for hearing and speech impaired customers. Please note that these charges are not taxes and are subject to change. For more information, visit spectrum.net/taxesandfees.

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Spectrum Voice Provider - Spectrum Advanced Services, LLC

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For questions or concerns, please call 1-877-824-6249.



September 4, 2020



Invoice Number:
Account Number:
Security Code:

LONG LAKE RANCH CDD
073753101090420
0050737531-01
1205

Contact Us

Visit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

7635 1610 NO RP 04 09042020 YNNNNY 01 000063 0001

Complaint Procedures - You have 60 days from the billing date to register a complaint if you disagree with your charges.



September 4, 2020

Invoice Number:
Account Number:
Security Code:

LONG LAKE RANCH CDD
073753101090420
0050737531-01
1205

Spectrum
BUSINESS

Contact UsVisit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

7635 1610 NO RP 04 09042020 YNNNNY 01 000063 0001

Spectrum
BUSINESS



Make sure your
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You qualify for a **FREE** business
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To stay productive and competitive, your small business needs the latest and greatest mobile, phone, Internet and TV solutions at the best price. As a Spectrum Business customer, we can confirm you have the right solutions to maximize your savings.

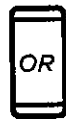
LOWER YOUR MONTHLY BUSINESS BILL

Add Spectrum Mobile

You are pre-approved for this offer!

UNLIMITED DATA PLAN

\$45

/MO per line when
bundled with Internet*

BY THE GIG DATA PLAN

\$14

/GB per mo per line when
bundled with Internet**

Get reliable, crystal-clear mobile service.

- Stay connected with unlimited talk and text
- Save up to 40% on your mobile bill**
- 5G now available in parts of select cities*



Spectrum Mobile
delivers the fastest overall
speeds and is the most
reliable, coast to coast.†

EASY TO SWITCH • NO CONTRACTS • NO HIDDEN FEES

See how much your business can save.

Call: (877) 361-7766

Or visit: Business.Spectrum.com

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BAP-2008-BMOP

SA7KF033

County Recycling, Inc.
DBA
County Sanitation
5601 Haines Road North
St. Petersburg, Florida 33714
Phone: (727) 522-5794

PAY ONLINE NOW
CountySanitationService.com

INVOICE/STATEMENT

ACCOUNT NO.	BILLING DATE
CPC00714	09/01/20
\$	#
Amount Remitted	Check # Number

PAGE: 1
INVOICE: 10476184
DUE DATE: 09/15/20

PLEASE DETACH AND RETURN
TOP HALF WITH YOUR PAYMENT

19037 LONG LAKE RANCH LUTZ, FL 335

DATE	DESCRIPTION	CHARGES	PAYMENTS	BALANCE
06/01/20	BALANCE FORWARD	80.00		80.00
08/21/20	CHECK #2935		-80.00	0.00
09/01/20	MONTHLY BILLING 6YD 1X	80.00		80.00
Date Rec'd Rizzetta & Co., Inc. _____				
D/M approval <u>BR</u>		Date <u>09/21/2020</u>		
Date entered <u>09/17/20</u>				
Fund <u>001</u> <u>GL</u> <u>53400</u> <u>OC</u> <u>4303</u>				
Check # _____				
County Sanitation • Phone: (727) 522-5794				

CURRENT

30 DAYS

60 DAYS

90 DAYS

AMOUNT DUE

ACCOUNT
STATUS

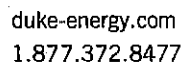
80.00

0.00

0.00

0.00

80.00



page 1 of 3

Service address
000 SUNLAKE BLVD LITE,
LONG LAKE RCH V4 SL

Bill date Sep 15, 2020
For service Aug 14 - Sep 15
32 days

Account number **03431 87057**

Being summary

Previous amount due	\$434.09
<i>Payment received Sep 02</i>	-434.09
Lighting Charges	33.56
Maintenance/Fixture Charges	399.70
Taxes	0.86
Total amount due Oct 07	\$434.12



Thank-you for your payment.

SEP 22 2020

Your usage snapshot

	Current Month	Sep 2019
Electric (daily average kWh)	15	15

Bill details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD: 08-14-20 TO 09-15-20 32 DAYS	
CUSTOMER CHARGE	\$1.44
ENERGY CHARGE	
490 KWH @ 3.341c	16.37
FUEL CHARGE	
490 KWH @ 3.181c	15.59
ASSET SECURITIZATION CHARGE	
490 KWH @ 0.032c	0.16
Total Lighting Charges	\$33.56

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit duke-energy.com/rates

Date Rec'd Rizzetta & Co., Inc. 09/22/20

D/M approval *BR* Date 09/28/2020

Date entered 09/24/20

Fund	001	GL	53100	OC	4301
------	-----	----	-------	----	------

Check #

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail
PO Box 1090
Charlotte, NC 28201-1090

Account number
03431 87057

\$434.12
by Oct 7

After Oct 7, a late charge will apply.

011772 000000798



LONG LAKE RANCH COMM DEV DIS
C/O RIZZETTA
STE100
5844 OLD PASCO RD STE 100
WESLEY CHAPEL FL 33544-4010



Duke Energy Payment Processing
PO Box 1004
Charlotte, NC 28201-1004

990003431.87057000660000000000000000000004341.20000004341.28



duke-energy.com
1.877.372.8477

page 2 of 3

Account number **03431 87057**

What's new for you

Report an emergency

Electric outage duke-energy.com/outages
800.228.8485

Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1004 Charlotte, NC 28201-1004
In person	duke-energy.com/location

Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

General questions or concerns

Residential	
Online	duke-energy.com
Call (Monday - Friday, 7 a.m. to 7 p.m.)	800.700.8744
For hearing impaired TDD/TTY	800.222.3448 or 711
Business Customer	
Online	duke-energy.com
Call (7 a.m. to 7 p.m.)	877.372.8477

Call before you dig

Call	800.432.4770 or 811
------	---------------------

Check utility rates

Check rates and charges	duke-energy.com/rates
-------------------------	--

Correspond with Duke Energy (not for payment)

P.O. Box 14042
St Petersburg, FL 33733

Pay online for meter

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7:00 a.m. and 7:00 p.m. Monday through Friday and \$50 after 7:00 p.m. or on the weekends.

Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit duke-energy.com/home/billing/special-assistance/medically-essential.

Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



duke-energy.com
1.877.372.8477

page 3 of 3

Account number **03431 87057**

Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:

0010 DEC CONC WASHNG 16
0010 SV-FLAGLER ACR 9500L

Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$382.50
MAINTENANCE TOTAL	17.20
Total Maintenance/Fixture Charges	\$399.70

Billing details - Taxes

GROSS RECEIPTS TAX	\$0.86
Total Taxes	\$0.86



LONG LAKE RANCH CDD
DUKE ENERGY ELECTRIC
Summary Billing 08/20

Account #	Amount	Due Date	Service Address	GL Code	Obj Code
02977 29321	\$ 486.42	9/23/2020	1916 Sunlake Blvd - Fountain	53100	4307
04422 19178	\$ 15.83	9/23/2020	18864 Roseate Dr Mail Kiosk	53100	4307
06585 25038	\$ 17.84	9/23/2020	1023 Sunlake Blvd. Monument	53100	4307
09351 25527	\$ 17.33	9/23/2020	1180 Sunlake Blvd	53100	4301
12052 27006	\$ 467.26	9/23/2020	2042 Lake Waters Pl. Amenity Center	53100	4307
13725 95055	\$ 16.32	9/23/2020	18889 Long Lake Ranch Blvd-Lite	53100	4301
15345 93015	\$ 16.95	9/23/2020	2137 Serenoa Dr Sign	53100	4307
20791 66280	\$ 3,916.71	9/23/2020	0000 Nature View Dr - Lite	53100	4301
26513 31076	\$ 313.37	9/23/2020	18981 Long Lake Ranch Blvd-Amenities	53100	4307
29246 57172	\$ 16.45	9/23/2020	18888 Long Lake Ranch Blvd-Cordgrass Entry	53100	4307
33000 06583	\$ 28.17	9/23/2020	2444 Sunlake Blvd Lite	53100	4301
41836 63563	\$ 2,034.88	9/23/2020	0 Sunlake Blvd Lite	53100	4301
44334 30145	\$ 17.84	9/23/2020	2091 Serenoa Dr Sign	53100	4307
49728 46570	\$ 144.59	9/23/2020	19080 Nightshade Dr I Irrig	53100	4307
53572-06579	\$ 17.21	9/23/2020	2144 Sunlake Blvd - Monument Lighting	53100	4307
58856 63066	\$ 16.57	9/23/2020	18956 Beautyberry Ct	53100	4307
66651 28287	\$ 14.43	9/23/2020	1223 Sunlake Blvd- Irrig	53100	4307
71571-28505	\$ 6,950.86	9/23/2020	0000 Sunlake Blvd. - Street Lights	53100	4301
76346 94560	\$ 349.57	9/23/2020	18402 Roseate Dr - Fountain	53100	4307
81711 77529	\$ 320.42	9/23/2020	19279 Long Lake Ranch Blvd. - Fountain	53100	4307
82655 14438	\$ 19.10	9/23/2020	1642 Sunlake Blvd - Sign	53100	4307
82819 86381	\$ 15.56	9/23/2020	18977 Long Lake Ranch Blvd. - Amenities Area	53100	4307
90286 92256	\$ 1,235.53	9/23/2020	19037 Long Lake Ranch Blvd. - Clubhouse	53100	4307
92639 78033	\$ 16.21	9/23/2020	2065 Seneca Dr - Mail Kiosk	53100	4307
93992 33007	\$ 311.10	9/23/2020	19042 Long Lake Ranch Blvd-Pump	53100	4307
95103 53357	\$ 220.15	9/23/2020	1906 Nature View Dr	53100	4307

Total **\$ 16,996.67**

Total By Code	4301	\$	12,964.27	Street Lights
	4307	\$	4,032.40	Utilities
		\$	16,996.67	

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval BR Date 09/15/2020
Date entered _____
Fund 001 GL 53100 OC *****
Check # _____

We're here to help. Contact us.

Visit duke-energy.com for self-service options, including address and phone number changes, reporting a power or streetlight outage, duplicate bills, account balance and history, e-bill, start, stop or move electric service requests and more.

Our most popular online features are now available for you to use on the go. Use your mobile device to view your account, view and pay your bill, report a power outage or request a streetlight repair, find a payment location and get Twitter updates. To enjoy the ease and convenience of our mobile site, visit duke-energy.com.

Reporting outages: call 800.228.8485 or via the Web at duke-energy.com/outage

For Customer Service: call 800.700.8744. Business hours are 7 a.m. - 7 p.m. Monday through Friday.

For Business customers: call 877.372.8477 from 7 a.m. - 7 p.m. Monday through Friday. Our automated voice response system can address most of your service needs 24 hours a day. Please have your account number available.

Para nuestros clientes que hablan Espanol: Representantes bilingües están disponibles para asistirle de Lunes a Viernes de 7 a.m. - 7 p.m. Para obtener información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.

Digging in your yard? Whether you are planning to do it yourself or hire a professional call Florida's toll-free underground utility locating service before you dig at 811 or 800.432.4770.

Written inquiries and correspondence (no bill payments please):
Duke Energy, P.O. Box 14042, St. Petersburg, FL 33733

Payment information

The delinquent date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection.

Payment locations

Duke Energy recommends customers use either direct payment options or company-authorized payment locations. To find a paystation near you, visit us at duke-energy.com or call 888.893.9392. Payment locations that are not part of the authorized Duke Energy network cannot guarantee timely transfer of payment to Duke Energy, which can result in accounting delays and in some instances disconnections for nonpayment.

Make bill paying easier

- **e-bill:** view and pay your electric bill online – it's free, fast and secure.
- **Budget Bill:** take the peaks and valleys out of your residential electric bill.
- **Automatic Draft:** save time and postage by having your payments automatically drafted from your bank account each month.
- **Speedpay** allows customers to make a payment (via credit card, debit card or electronic check) at duke-energy.com/progress or by calling 800.700.8744. This service is available 24/7 and includes a convenience charge by a third-party provider.
- **Electronic Check:** when you mail us a check as payment, you authorize us to convert your check into an electronic check payment or to process the payment as a check image.

Mail your payments to: Duke Energy P.O. Box 1004 Charlotte, NC 28201
For Online Bank Bill Pay Select: Duke Energy Florida P.O. Box 1004 Charlotte, NC 28201

Save energy and money

Duke Energy offers energy-efficiency programs to help you save money and energy, including a free Home Energy Check available online, via phone or mail, or in your home.

An optional home energy rating inspection including payback estimates can be conducted by a state certified rater for a fee, if desired. For more information, visit duke-energy.com/save or call 888.302.8348.

Special needs customers

Florida Statutes establish a registration program available through county and municipal emergency management agencies for customers who may need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

Medically Essential Program

Duke Energy's Medically Essential Program identifies residential customers who are dependent on continuously electric-powered medical equipment. Participation in the program does not guarantee uninterrupted electric service. The program does not automatically extend electric bill due dates, nor does it provide priority restoration.

The benefits/guidelines of the Medically Essential Program include:

- Advanced notification of interruption of service due to nonpayment of electric bill and preplanned outages
- Advanced warning of hurricanes/major storms with emphasis on making proper arrangements
- Customers are required to pay their bills on time or will be subject to disconnection

To qualify, in accordance with Florida Statute Title XXVII Chapter 366.15:

- The patient must reside at the customer of record address
- Annually submit forms completed by Florida licensed physician. Required forms may be obtained from Duke Energy.
- Be dependent on continuously electric-powered medical equipment to avoid the loss of life or immediate hospitalization

In the event of loss of power, it is the customer's responsibility to have a power backup system for their medical equipment, as well as an action plan for proceeding to the nearest medical facility.

To apply for participation in the Medically Essential Program, please call 800.700.8744.

Important safety reminders

- Stay away from power lines. Keep ladders and other objects at least 10 feet away from all overhead power lines, including service lines into your home.
- Always assume that a power line lying on the ground, on your car after an accident or hanging close to the ground is energized and dangerous and stay away. To report dangerous lines, call 800.228.8485.
- Activity near power lines can be life-threatening. Please use caution, and hire professionals when appropriate. Remember that tree limbs conduct electricity when in contact with a power line.

Asset Securitization Charge

A charge to recover the costs associated with nuclear asset-recovery bonds. As approved by the Florida Public Service Commission in a financing order, all rights to the Asset Securitization Charge are owned by a Special Purpose Entity (SPE), and Duke Energy Florida is acting as the collection agent or servicer for the SPE until the bonds have been paid in full or legally discharged. This special low-cost financing reduces the total cost to customers.

RECEIVED
SEP - 4 2020

DUKE ENERGY
CUSTOMER SERVICE SYSTEM
SUMMARY ACCOUNT NUMBER: 12368-58522

DATE: 09/01/20
PAGE: 1

SUMMARY ACCOUNT NAME: LONG LAKE RANCH COMM DEV DIS

MAIL TO: C/O RIZZETTA
5844 OLD PASCO RD
STE100
WESLEY CHAPEL FL 33544

ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM TO	DAYS	METER READINGS PREVIOUS PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
02977-29321			CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 1916 SUNLAKE BLVD, *FOUNTAINLUTZ FL 33558 WESLEY CHAPEL						
DATE BILL	08/28/20								
GS-1	001015813	07/30/20	08/28/20	29	041682 A	00045424 (ACTUAL)		3742	KWH
PEAK					051799	00053125		1326	KWH
DEMAND						0008.00		8	KW
PEAK						0008.00		8	KW
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	12.16	STATE TAX	0.00	EQUIPMENT RENTAL	0.00
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	ELECTRIC COST	474.26
								CURRENT CHARGES	486.42
								OTHER CHARGES TOTAL	0.00
								BALANCE FORWARD	0.00
								ACCOUNT TOTAL	486.42

04422-19178	CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 18864 ROSEATE DR, MAIL KIOSKLUTZ FL 33558 WESLEY CHAPEL								
DATE BILL	08/27/20								
GS-1	003410166	07/29/20	08/27/20	29	000551 A	00000562 (ACTUAL)		11	KWH
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	0.40	STATE TAX	0.00	EQUIPMENT RENTAL	0.00
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	ELECTRIC COST	15.43
								CURRENT CHARGES	15.83
								OTHER CHARGES TOTAL	0.00
								BALANCE FORWARD	0.00
								ACCOUNT TOTAL	15.83

06585-25038	CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 1023 SUNLAKE BLVD, MONUMENT LUTZ FL 33558 WESLEY CHAPEL								
DATE BILL	08/27/20								
GS-1	004513470	07/30/20	08/27/20	28	000000 A	00000017 (ACTUAL)		17	KWH
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	0.45	STATE TAX	0.00	EQUIPMENT RENTAL	0.00
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	ELECTRIC COST	17.39
								CURRENT CHARGES	17.84
								OTHER CHARGES TOTAL	0.00
								BALANCE FORWARD	0.00
								ACCOUNT TOTAL	17.84

09351-25527 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS

DUKE ENERGY
CUSTOMER SERVICE SYSTEMDATE: 09/01/20
PAGE: 2

SUMMARY ACCOUNT NUMBER: 12368-58522

ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM	TO	DAYS	METER READINGS PREVIOUS	PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
MAILING ADDRESS: C/O RIZZETTA						5844 OLD PASCO RD		STE100		WESLEY CHAPEL	
SERVICE ADDRESS: 1180 SUNLAKE BLVD						LUTZ		FL 33558			
DATE BILL	08/27/20										
GS-1	003386491	07/29/20	08/27/20	29	001165 A	00001188 (ACTUAL)				23	KWH
FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES					
0.00	0.00	0.43	0.00	0.00	16.90	17.33					
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES TOTAL	BALANCE	FORWARD	ACCOUNT TOTAL				
0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.33				
12052-27006 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS											
MAILING ADDRESS: C/O RIZZETTA						5844 OLD PASCO RD		STE100		WESLEY CHAPEL	
SERVICE ADDRESS: 2042 LAKE WATERS PL,						AMENITY CENTER		LUTZ		FL 33558	
DATE BILL	08/27/20										
GS-1	005407312	07/29/20	08/27/20	29	038814 A	00042404 (ACTUAL)				3590	KWH
PEAK					035829	00036770				941	KWH
DEMAND						0007.00				7	KW
PEAK						0005.00				5	KW
FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES					
0.00	0.00	11.68	0.00	0.00	455.58	467.26					
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES TOTAL	BALANCE	FORWARD	ACCOUNT TOTAL				
0.00	0.00	0.00	0.00	0.00	0.00	0.00	467.26				
13725-95055 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS											
MAILING ADDRESS: C/O RIZZETTA						5844 OLD PASCO RD		STE100		WESLEY CHAPEL	
SERVICE ADDRESS: 18889 LONG LAKE RANCH BLVD						LITE		LUTZ		FL 33558	
DATE BILL	08/27/20										
GS-1	000401476	07/29/20	08/27/20	29	002121 A	00002136 (ACTUAL)				15	KWH
FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES					
0.00	0.00	0.41	0.00	0.00	15.91	16.32					
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES TOTAL	BALANCE	FORWARD	ACCOUNT TOTAL				
0.00	0.00	0.00	0.00	0.00	0.00	0.00	16.32				
15345-93015 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS											
MAILING ADDRESS: C/O RIZZETTA						5844 OLD PASCO RD		STE100		WESLEY CHAPEL	
SERVICE ADDRESS: 2137 SERENOA DR SIGN						LUTZ		FL 33558			
DATE BILL	08/27/20										
GS-1	006183006	07/29/20	08/27/20	29	002217 A	00002237 (ACTUAL)				20	KWH
FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES					
0.00	0.00	0.42	0.00	0.00	16.53	16.95					

ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM TO	DAYS	METER READINGS PREVIOUS PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
PAST DUE AMOUNT		CREDIT APPLIED	DEPOSIT	INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL	BALANCE FORWARD	ACCOUNT TOTAL
0.00		0.00		0.00	0.00	0.00		0.00	16.95

FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES
0.00	0.00	8.88	0.00	3,561.33	346.50	3,916.71
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL	BALANCE
0.00	0.00	0.00	0.00	0.00	0.00	0.00
						FORWARD
						ACCOUNT TOTAL
						3,916.71

FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES
0.00	0.00	7.83	0.00	0.00	305.54	313.37
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL BALANCE	FORWARD ACCOUNT TOTAL
0.00	0.00	0.00	0.00	0.00	0.00	0.00 313.37

FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES	
0.00	0.00	0.41	0.00	0.00	16.04	16.45	
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL	BALANCE	FORWARD
0.00	0.00	0.00	0.00	0.00	0.00	0.00	ACCOUNT TOTAL
							16.45

[illegible]

DUKE ENERGY
CUSTOMER SERVICE SYSTEMDATE: 09/01/20
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SUMMARY ACCOUNT NUMBER: 12368-58522

ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM	TO	DAYS	METER READINGS PREVIOUS	PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
<p>FRANCHISE FEE 0.00 UTILITY TAX 0.00 GROSS RECEIPTS 0.70 STATE TAX 0.00 EQUIPMENT RENTAL 0.00 ELECTRIC COST 27.47 CURRENT CHARGES 28.17</p> <p>PAST DUE AMOUNT 0.00 CREDIT APPLIED 0.00 DEPOSIT INTEREST 0.00 NEW CHARGES 0.00 OTHER CHARGES 0.00 TOTAL BALANCE 0.00 FORWARD ACCOUNT TOTAL 28.17</p>											
<p>41836-63563 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 WESLEY CHAPEL SERVICE ADDRESS: 0 SUNLAKE BLVD LITE, LNG LK RCH V1A&B SL LUTZ FL 33558</p> <p>DATE BILL 08/31/20 LS-1 07/31/20 08/31/20 31 2303 KWH</p> <p>FRANCHISE FEE 0.00 UTILITY TAX 0.00 GROSS RECEIPTS 3.91 STATE TAX 0.00 EQUIPMENT RENTAL 1,878.59 ELECTRIC COST 152.38 CURRENT CHARGES 2,034.88</p> <p>PAST DUE AMOUNT 0.00 CREDIT APPLIED 0.00 DEPOSIT INTEREST 0.00 NEW CHARGES 0.00 OTHER CHARGES 0.00 TOTAL BALANCE 0.00 FORWARD ACCOUNT TOTAL 2,034.88</p>											
<p>44334-30145 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 WESLEY CHAPEL SERVICE ADDRESS: 2091 SERENOA DR SIGN LUTZ FL 33558</p> <p>DATE BILL 08/27/20 GS-1 006390998 07/29/20 08/27/20 29 002229 A 00002256 (ACTUAL) 27 KWH</p> <p>FRANCHISE FEE 0.00 UTILITY TAX 0.00 GROSS RECEIPTS 0.45 STATE TAX 0.00 EQUIPMENT RENTAL 0.00 ELECTRIC COST 17.39 CURRENT CHARGES 17.84</p> <p>PAST DUE AMOUNT 0.00 CREDIT APPLIED 0.00 DEPOSIT INTEREST 0.00 NEW CHARGES 0.00 OTHER CHARGES 0.00 TOTAL BALANCE 0.00 FORWARD ACCOUNT TOTAL 17.84</p>											
<p>49728-46570 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 WESLEY CHAPEL SERVICE ADDRESS: 19080 NIGHTSHADE DR, IRRIGATION LUTZ FL 33558</p> <p>DATE BILL 08/27/20 GS-1 008922741 07/29/20 08/27/20 29 081756 A 00082788 (ACTUAL) 1032 KWH PEAK 013533 00013718 185 KWH DEMAND 0009.00 9 KW PEAK 0009.00 9 KW</p> <p>FRANCHISE FEE 0.00 UTILITY TAX 0.00 GROSS RECEIPTS 3.61 STATE TAX 0.00 EQUIPMENT RENTAL 0.00 ELECTRIC COST 140.98 CURRENT CHARGES 144.59</p> <p>PAST DUE AMOUNT 0.00 CREDIT APPLIED 0.00 DEPOSIT INTEREST 0.00 NEW CHARGES 0.00 OTHER CHARGES 0.00 TOTAL BALANCE 0.00 FORWARD ACCOUNT TOTAL 144.59</p>											
<p>53572-06579 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS</p>											

SUMMARY ACCOUNT NUMBER: 12368-58522

CUSTOMER NAME		LONG LAKE RANCH COMM DEV DIS		5844 OLD PASCO RD.		STE100		WESLEY CHAPEL	
MAILING ADDRESS		C/O RIZZETTA		LONG LAKE RANCH		LUTZ		FL 33558	
SERVICE ADDRESS		0000 SUNLAKE BLVD,							
DATE BILL	08/06/20	07/08/20	08/06/20	29				13963	KWH
LS-1									
FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES			
0.00	0.00	23.48	0.00	6,011.51	915.87	6,950.86			
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL BALANCE	FORWARD	ACCOUNT TOTAL		
0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,950.86		

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SUMMARY ACCOUNT NUMBER: 12368-58522

ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM	TO	DAYS	METER READINGS PREVIOUS	PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
GS-1		005866053	07/29/20	08/27/20	29	001869 A	00001878 (ACTUAL)			9	KWH
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	0.39	STATE TAX	0.00	EQUIPMENT RENTAL	0.00	ELECTRIC COST	15.17
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	OTHER CHARGES TOTAL	0.00	CURRENT CHARGES	15.56
										FORWARD	ACCOUNT TOTAL
										0.00	15.56
90286-92256 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 19037 LONG LAKE RANCH BLVD, CLUBHOUSE LUTZ FL 33558 WESLEY CHAPEL											
DATE BILL 08/27/20		GS-1	008652870	07/29/20	08/27/20	29	037499 A	00047180 (ACTUAL)		9681	KWH
PEAK							081547	00084872		3325	KWH
DEMAND								0020.00		20	KW
PEAK								0020.00		20	KW
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	30.89	STATE TAX	0.00	EQUIPMENT RENTAL	0.00	ELECTRIC COST	1,204.64
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	OTHER CHARGES TOTAL	0.00	CURRENT CHARGES	1,235.53
										FORWARD	ACCOUNT TOTAL
										0.00	1,235.53
92639-78033 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 2065 SERENOA DR, MAIL KIOSK LUTZ FL 33558 WESLEY CHAPEL											
DATE BILL 08/27/20		GS-1	006387992	07/29/20	08/27/20	29	001159 A	00001173 (ACTUAL)		14	KWH
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	0.41	STATE TAX	0.00	EQUIPMENT RENTAL	0.00	ELECTRIC COST	15.80
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	OTHER CHARGES TOTAL	0.00	CURRENT CHARGES	16.21
										FORWARD	ACCOUNT TOTAL
										0.00	16.21
93992-33007 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100 SERVICE ADDRESS: 19042 LONG LAKE RANCH BLVD PUMP LUTZ FL 33558 WESLEY CHAPEL											
DATE BILL 08/27/20		GS-1	008921927	07/29/20	08/27/20	29	056447 A	00058799 (ACTUAL)		2352	KWH
PEAK							033784	00034166		382	KWH
DEMAND								0008.00		8	KW
PEAK								0008.00		8	KW
FRANCHISE FEE	0.00	UTILITY TAX	0.00	GROSS RECEIPTS	7.78	STATE TAX	0.00	EQUIPMENT RENTAL	0.00	ELECTRIC COST	303.32
PAST DUE AMOUNT	0.00	CREDIT APPLIED	0.00	DEPOSIT INTEREST	0.00	NEW CHARGES	0.00	OTHER CHARGES TOTAL	0.00	CURRENT CHARGES	311.10
										FORWARD	ACCOUNT TOTAL
										0.00	311.10

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ACCOUNT NUMBER	RATE	METER NUMBER	BILLING PERIOD FROM TO	DAYS	METER READINGS PREVIOUS PRESENT	READ TYPE	CONSTANT APPLIED	ENERGY CONSUMED	ENERGY TYPE
	0.00		0.00	0.00	0.00	0.00		0.00	311.10

95103-53357 CUSTOMER NAME : LONG LAKE RANCH COMM DEV DIS
 MAILING ADDRESS: C/O RIZZETTA 5844 OLD PASCO RD STE100
 SERVICE ADDRESS: 1906 NATURE VIEW DR LUTZ FL 33558 WESLEY CHAPEL

DATE BILL 08/27/20
 GS-1 005734565 07/29/20 08/27/20 29 098942 A 00000573 (ACTUAL) 1631 KWH

FRANCHISE FEE	UTILITY TAX	GROSS RECEIPTS	STATE TAX	EQUIPMENT RENTAL	ELECTRIC COST	CURRENT CHARGES
0.00	0.00	5.50	0.00	0.00	214.65	220.15
PAST DUE AMOUNT	CREDIT APPLIED	DEPOSIT INTEREST	NEW CHARGES	OTHER CHARGES	TOTAL BALANCE FORWARD	ACCOUNT TOTAL
0.00	0.00	0.00	0.00	0.00	0.00	220.15

END OF SUMMARY LISTING

TOTAL CURRENT CHARGES:	\$16,996.67
TOTAL BALANCE FORWARD :	\$0.00
TOTAL PAST DUE CHARGES:	\$0.00
TOTAL OTHER CHARGES:	\$0.00
SUMMARY ACCOUNT TOTAL:	\$16,996.67
PAYMENTS RECEIVED SINCE SUBORDINATE BILLING	\$0.00
SUMMARY TOTAL DUE:	\$16,996.67

NUMBER OF SUBORDINATES BILLED: 26
 NUMBER OF SUBORDINATES NOT BILLED: 0
 TOTAL SUBORDINATES: 26

PAYMENT IS DUE BY : SEP 23, 2020
 PLEASE INCLUDE PAYMENT STUB OR REFERENCE #1236858522
 DIRECT ALL INQUIRIES TO: 1-877-372-8477 TOLL FREE



INVOICE

Customer	Long Lake Ranch Community Development
Acct #	673
Date	08/24/2020
Customer Service	Kristina Rudez
Page	1 of 1

Long Lake Ranch Community Development
c/o Rizzetta & Company
12750 Citrus Park Lane, Suite 115
Tampa, FL 33625

Payment Information	
Invoice Summary	\$ 18,226.00
Payment Amount	
Payment for:	Invoice#11365
100120769	

Thank You

Please detach and return with payment



Customer: Long Lake Ranch Community Development

Invoice	Effective	Transaction	Description	Amount
11365	10/01/2020	Renew policy	Policy #100120769 10/01/2020-10/01/2021 Florida Insurance Alliance Package - Renew policy Due Date: 8/24/2020 Date Rec'd Rizzetta & Co., Inc. 09/22/20 D/M approval <u>BR</u> Date 09/28/2020 Date entered 09/24/20 Fund 001 GL 15500 OC Check #	18,226.00

Total

\$ 18,226.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:

Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC

(321)233-9939

Date

Lockbox 234021 PO Box 84021
Chicago, IL 60689-4002

sclimer@egisadvisors.com

08/24/2020



P.O. Box 55802
 St Petersburg, FL 33732
 727-667-6786
 www.ghsenvironmental.com

Invoice

Date: 8/26/2020
 Invoice #: 2020-463

To:

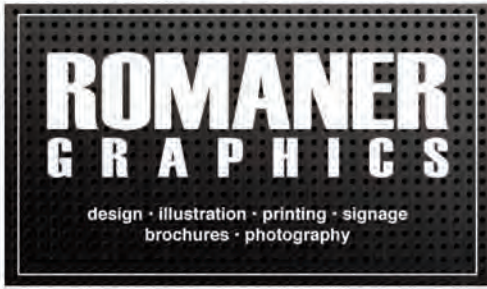
Long Lake Ranch CDD
 5844 Old Pasco Road
 Suite 100
 Wesley Chapel, FL 33544

Project: LLR Aquatic Maintenance
 Proposal #: 20-210
 P.O. #:

Due Date	Service Date:
9/25/2020	August 2020

Task #	Description	Project Completion	Amount
Task 1	Aquatic Maintenance Program	58.33%	2,460.00
Task 2	Mosquito Fish Stocking	58.33%	925.00
Date Rec'd Rizzetta & Co., Inc. _____ D/M approval <u>BR</u> Date <u>08/31/2020</u> Date entered <u>08/28/20</u> Fund <u>001</u> GL <u>53800</u> OC <u>4605</u> Check # _____			

PAYMENT DUE WITHIN 30 DAYS OF INVOICING DATE	Total	\$3,385.00
Please make all checks payable to GHS Environmental There will be a 10% charge per month on any payments received after the initial 30 days. If you have any questions concerning this invoice please contact us at 727-330-0115. THANK YOU FOR YOUR BUSINESS!	Payments/Credits	\$0.00
	Balance Due	\$3,385.00



20108 Pond Spring Way
Tampa, FL 33647
813-991-6069
romanergraphics@gmail.com

INVOICE # 20145

TO: _____
COMPANY NAME: Long Lake Ranch
DATE: 8/26/20

No Dumping sign:

12" x 18".

Installed.

Date Rec'd Rizzetta & Co., Inc. 08/27/20

D/M approval BR Date 08/31/2020

Date entered 08/28/20

Fund 001 GL 54100 OC 4621

Check #

TOTAL: \$60.00

Thank You,

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Check Request

Amount: \$1300.00

Project: Long Lake Ranch CDD

Date: September 16, 2020

Payable to: Heidi Clawson

Address: 19588 Long Lake Ranch Blvd
Lutz, FL 33558

Reason: Reimbursement for Flagpole Purchase

Requestor: Bryan Radcliff

Directions for check: Mail Check to above address.

Bryan Radcliff - 09/16/2020 Date Rec'd Rizzetta & Co., Inc. _____
D/M approval BR Date 09/21/2020
Date entered 09/17/20
Fund 001 GL 57900 OC 4799
Check # _____

ACTION FLAG CO.

1900 EGERTON COURT
WOODRIDGE, IL 60517

Date	Invoice #
9/14/2020	31748

PROUDLY SERVING OUR CUSTOMERS SINCE 1989

PAID
09/14/2020

Bill To	Ship To
Heidi Clawson 19588 Long Lake Ranch Blvd Lutz, FL 33558	Long Lake Ranch Attn: Heidi Clawson 19037 Long Lake Ranch Blvd Lutz, FL 33558

P.O. Number	Terms	Due Date	Ship Date	Ship Via	F.O.B.
HEIDI	CREDIT CARD	9/14/2020	10/22/2020	TRUCK	

Description	Quantity	Price Each	Amount
FIBERGLASS FLAGPOLE 30 FT WHITE ONE PIECE WITH TILTING HINGED BASE, EXTERNAL HALYARD , COMPLETE WITH ALL ACCESSORIES.	1	1,065.00	1,065.00
SHIPPING CHARGES	1	235.00	235.00
THANK YOU VERY MUCH , WE GREATLY APPRECIATE YOUR BUSINESS HEIDI PHONE # 814-241-0520 hclawson20@gmail.com			

Thank you for your order, we greatly appreciate your business. Proudly Made in the USA.

PHONE # 800-669-9639
FAX # 630-985-0770

www.FlagAmerican.com

REMIT TO:
ACTION FLAG CO.
1900 EGERTON COURT
WOODRIDGE, IL 60517-4600

Subtotal	\$1,300.00
Sales Tax (0.0%)	\$0.00
Total	\$1,300.00
Payments/Credits	-\$1,300.00
Balance Due	\$0.00

Long Lake Ranch CDD
Meeting Date: September 3, 2020

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if present	Check if paid
James Koford	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bill Pellan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Kimpland*	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Heidi Clawson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Twomey*	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
*does not get compensated		

EXTENDED MEETING TIMECARD

Meeting Start Time:	6 PM.
Meeting End Time:	9 PM
Total Meeting Time:	3 Hours

Time Over _____ () Hours:	N/A
----------------------------	-----

Total at \$175 per Hour:	N/A
--------------------------	-----

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/14/2020

Date entered 09/10/20

Fund 001 GL 51100 OC 1101

Check # _____

DM Signature: _____

Please forward copy to Leslie S./Tiffany J./Jef L. for BOS payment and to Marcia Eannetta for extended meeting hours and/or agenda books.

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

August 11, 2020

Long Lake Ranch Community Development District
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544

Bill Number 116799
Billed through 07/31/2020

General Counsel
LLRCDD 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

07/01/20	TFM	Confer with Sandy regarding landowner election.	0.30 hrs
07/01/20	EJT	Strategy call with Sandy in preparation for calls with board members.	0.40 hrs
07/01/20	SRS	Review agenda package; confer with Gargaro regarding same; follow-up regarding FY 2019 audit.	0.40 hrs
07/02/20	EJT	Prepare for and attend calls with board members; follow up with Sandy.	1.40 hrs
07/02/20	SRS	Research ADA issue.	0.60 hrs
07/03/20	SRS	Review correspondence regarding amenity management scope of services; prepare same.	2.40 hrs
07/06/20	EGRE	Review agenda package.	1.00 hrs
07/07/20	TFM	Confer with Sandy regarding maintenance of sidewalks.	0.30 hrs
07/07/20	EJT	Prepare for and attend calls with board members; follow up with Sandy.	1.30 hrs
07/07/20	SRS	Prepare for and attend call with Koford regarding board meeting; conduct follow-up regarding same; distribute resident input regarding amenity management.	0.90 hrs
07/07/20	EGRE	Review resident comments regarding amenity facilities.	0.10 hrs
07/07/20	DGW	Research amenity management service provider.	0.40 hrs
07/09/20	SRS	Prepare for and attend board meeting.	6.90 hrs
07/10/20	SRS	Conduct meeting follow-up; confer with Radcliff regarding landowner election.	1.00 hrs
07/13/20	SRS	Confer with Radcliff and Thompson regarding landowner election.	0.40 hrs
07/14/20	SRS	Confer with residents regarding landowner election and Sunshine Law; facilitate amenity management RFP; review ADA report; confer with Chang regarding same.	1.80 hrs
07/14/20	EGRE	Review Supervisor's comments to scope of services and revise the same; prepare letter regarding Sunshine and Public Records Law.	1.50 hrs

07/14/20	DGW	Research Sunshine Law letter.	0.30 hrs
07/15/20	SRS	Prepare amenity management RFP scope; facilitate dissemination of same; confer with Radcliff regarding landowner election inquiries; confer with Koford and Radcliff regarding Sunlake Blvd. sidewalks.	3.60 hrs
07/16/20	EJT	Call with Sandy regarding demand letter.	0.20 hrs
07/16/20	SRS	Review ADA Report; prepare demand letter.	1.00 hrs
07/16/20	EGRE	Prepare resolution setting public hearing on amenity facilities rules.	0.50 hrs
07/16/20	KGH	Prepare and disseminate new supervisors guide.	1.00 hrs
07/16/20	DGW	Assist with preparation of new supervisor guide.	0.10 hrs
07/17/20	EGRE	Prepare notices of rule development and rulemaking.	0.40 hrs
07/20/20	SRS	Confer regarding Sunshine Law issues.	0.60 hrs
07/21/20	SRS	Confer with Radcliff regarding landowner's election; confer with Chang regarding gas utility line; prepare resolution and notices for public hearing on the amenity facility rules.	1.30 hrs
07/21/20	SRS	Follow-up regarding recorded TECO easement.	0.10 hrs
07/24/20	SRS	Review draft agenda; confer regarding District's records; review landowner election documents; provide comments to Radcliff regarding same; review correspondence from Spock regarding FY 2019 audit.	1.40 hrs
07/27/20	SRS	Review Resolution for annual meeting schedule; review correspondence regarding gas line location.	0.40 hrs
07/30/20	SRS	Confer with Radcliff regarding EO 20-179.	0.20 hrs
07/31/20	EJT	Review and revise demand letter.	0.40 hrs
07/31/20	SRS	Prepare demand letter; follow-up regarding same; confer with Gargaro regarding regular meeting notice and assessment resolutions; confer with Radcliff regarding amenity services agreement addendum.	1.60 hrs
07/31/20	EGRE	Prepare addendum to pool services contract; review agenda package and prepare for meeting.	3.40 hrs

Total fees for this matter

\$7,972.00

DISBURSEMENTS

Conference Calls

7.67

Lexis Nexis

16.32

Total disbursements for this matter

\$23.99

MATTER SUMMARY

Wilbourn, David - Paralegal	0.80 hrs	145 /hr	\$116.00
Gregory, Emma C.	6.90 hrs	205 /hr	\$1,414.50
Tilton, Erin J.	3.70 hrs	205 /hr	\$758.50
Hancock, Kim G.	1.00 hrs	115 /hr	\$115.00
Sandy, Sarah R.	24.60 hrs	220 /hr	\$5,412.00
Mackie, A.Tucker Frazee	0.60 hrs	260 /hr	\$156.00

TOTAL FEES	\$7,972.00
TOTAL DISBURSEMENTS	\$23.99

TOTAL CHARGES FOR THIS MATTER	\$7,995.99
--------------------------------------	-------------------

BILLING SUMMARY

Wilbourn, David - Paralegal	0.80 hrs	145 /hr	\$116.00
Gregory, Emma C.	6.90 hrs	205 /hr	\$1,414.50
Tilton, Erin J.	3.70 hrs	205 /hr	\$758.50
Hancock, Kim G.	1.00 hrs	115 /hr	\$115.00
Sandy, Sarah R.	24.60 hrs	220 /hr	\$5,412.00
Mackie, A.Tucker Frazee	0.60 hrs	260 /hr	\$156.00

TOTAL FEES	\$7,972.00
TOTAL DISBURSEMENTS	\$23.99

TOTAL CHARGES FOR THIS BILL	\$7,995.99
------------------------------------	-------------------

Please include the bill number with your payment.

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/14/2020

Date entered 09/10/20

Fund 001 GL 51400 OC 3107

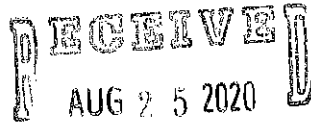
Check # _____

Johnson Engineering, Inc.
Remit To:
P.O. Box 2112
Fort Myers, FL 33902
Ph: 239.334.0046 Fax: 239.334.3661

Invoice

Project Manager Philip Chang

Bryan Radcliff
Long Lake Ranch CDD
12750 Citrus Park Lane, Suite 115
Tampa, FL 33625



BY:

August 20, 2020
Project No: 20192175-000
Invoice No: 12
FEID #59-1173834

Project 20192175-000 Long Lake Ranch Community Development District Professional Engineering Services

Professional Services through August 9, 2020

Phase 01 General Engineering Services
Professional Personnel

	Hours	Rate	Amount
Professional 6			
Chang, Philip 7/7/2020	.25	170.00	42.50
Check on property ownership/CDD Boundaries as requested (by roundabout);			
Chang, Philip 7/13/2020	2.00	170.00	340.00
Updates to ADA memo; additional updates per DC comments;			
Chang, Philip 8/6/2020	2.50	170.00	425.00
Attend monthly meeting via Zoom;			
Totals	4.75		807.50
Total Labor			807.50
Total this Phase			\$807.50

Phase 02 Special Services
Professional Personnel

	Hours	Rate	Amount
Professional 6			
Chang, Philip 7/21/2020	.75	170.00	127.50
Prepare and provide info related to gas line location issue in CDD tract; correspondence/coordination with DM & DC;			
Chang, Philip 7/27/2020	1.75	170.00	297.50
Site meeting with DM to discuss gas line infringement in CDD tract; prepare draft summary of information and distribute to DM & DC for comment;			
Totals	2.50		425.00
Total Labor			425.00

Date Rec'd Rizzetta & Co., Inc. 08/26/20

Total this Phase \$425.00

D/M approval BR Date 08/31/2020

Total this Invoice \$1,232.50

Date entered 08/28/20

Fund 001 GL 51300 OC 3103

Check #

Johnson Engineering, Inc.
 Remit To:
 P.O. Box 2112
 Fort Myers, FL 33902
 Ph: 239.334.0046 Fax: 239.334.3661

Invoice

Project Manager Philip Chang

September 10, 2020
 Project No: 20192175-000
 Invoice No: 13

FEID #59-1173834

Bryan Radcliff
 Long Lake Ranch CDD
 12750 Citrus Park Lane, Suite 115
 Tampa, FL 33625

Project 20192175-000 Long Lake Ranch Community Development District Professional Engineering Services

Professional Services through September 6, 2020

Phase 01 General Engineering Services

Professional Personnel

		Hours	Rate	Amount
Professional 6				
Chang, Philip	8/10/2020	.50	170.00	85.00
Prepare exhibit and request quotes from vendors for erosion on Sunlake Blvd;				
Chang, Philip	8/11/2020	1.25	170.00	212.50
Review SWFWMD permits/inspection reminders and research files;				
Chang, Philip	8/14/2020	2.00	170.00	340.00
Site visit/pond observations - Village 2;				
Submit statement to SWFWMD;				
Chang, Philip	8/19/2020	.25	170.00	42.50
Discuss TECO/Ycom sidewalk issues with DC;				
Chang, Philip	8/24/2020	.25	170.00	42.50
Reach out to County to verify Sunlake Blvd sidewalk maintenance responsibility; check on status of sidewalk repair quotes;				
Chang, Philip	8/25/2020	1.50	170.00	255.00
Review quote (CE) for erosion repair on Sunlake Blvd; research permits related to fishing & respond to DM & DC;				
Additional correspondence with County regarding Sunlake Blvd maintenance responsibilities;				
Chang, Philip	9/3/2020	1.25	170.00	212.50
Attend monthly meeting via zoom;				
Administrative 2				
Keen, Cynthia	9/4/2020	.50	70.00	35.00
Long Lake Ranch CDD acceptance maintenance responsibility for Sunlake Blvd. begin research for bond and release per Phil Chang direction				
Totals		7.50		1,225.00
Total Labor				1,225.00

Total this Phase \$1,225.00

Phase 02 Special Services

Professional Personnel

		Hours	Rate	Amount	
Professional 6					
Lohr, Michael	9/2/2020	1.00	170.00	170.00	
	Download current parcels and clipping to CDD boundary; project set up for Ownership Mapping				
Lohr, Michael	9/4/2020	2.00	170.00	340.00	
	Refining GIS parcels and CDD boundary Ownership Mapping				
Professional 6					
Chang, Philip	8/13/2020	.75	170.00	127.50	
	CDD property ownership research in preparation for map;				
	Totals	3.75		637.50	
	Total Labor				637.50
			Total this Phase		\$637.50

Date Rec'd Rizzetta & Co., Inc. _____ Total this Invoice **\$1,862.50**

D/M approval BR Date 09/21/2020

Date entered 09/17/20

Fund 001 GL 51300 OC 3103

Check # _____

Long Lake Ranch
SunTrust Account #XXXXXXX133919 Balance \$1,000
09/02/20

All Expenditures must be supported by receipts in order to be eligible for reimbursement.

Attach all receipts to this form.

				Facility Supplies	Athletic/Park Court Field
				001-57200-4527	4755
Date	Vendor Name	Reason for Expenditure	Amount		
7/7/2020	Welch Tennis Court	Net	(187.92)		(187.92)
8/11/2020	Amazon	Keyboard	(14.99)	(14.99)	
8/11/2020	Amazon	Facility Supplies	(45.29)	(45.29)	
8/19/2020	Amazon	Facility Supplies	(156.99)	(156.99)	
8/28/2020	Amazon	Pressure Washer	(398.00)	(398.00)	
9/1/2020	Replenishment		100.00		
	TOTAL		(703.19)	(615.27)	(187.92)

001-10105

<u>Bryan Radcliff</u>	09/02/2020
DM Approval	Date

amazon.com

Details for Order #112-4802685-7679410Print this page for your records.**Order Placed:** August 11, 2020**Amazon.com order number:** 112-4802685-7679410**Order Total: \$14.99**

8/12

Not Yet Shipped**Items Ordered**

1 of: *Macally USB Wired Keyboard for PC - Simple & Easy to Use Ultra Slim USB Keyboard with Numeric Keypad - Compatible with Windows 10/8/7/Vista/XP, etc. - Plug & Play Computer Keyboard* **Price**
\$14.99

Sold by: Jukegear ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Shipping Address:

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Shipping Speed:

One-Day Shipping

Payment information**Payment Method:**

Debit Card | Last digits: 0436

Item(s) Subtotal: \$14.99
Shipping & Handling: \$0.00

Billing address

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Total before tax: \$14.99
Estimated tax to be collected: \$0.00

Grand Total: \$14.99To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc. or its affiliates

8/11/20



Details for Order #112-9993638-5149848

Print this page for your records.**Order Placed:** August 11, 2020**Amazon.com order number:** 112-9993638-5149848**Order Total:** \$45.29

8/12

Not Yet Shipped**Items Ordered**1 of: *Spectracide HG-95715 Wasp & Hornet Killer, 20-Ounce, Case Pack of 12*

Sold by: Amazon.com Services LLC

Condition: New

Price

\$45.29

Shipping Address:Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States**Shipping Speed:**

One-Day Shipping

Payment information**Payment Method:**

Debit Card | Last digits: 0436

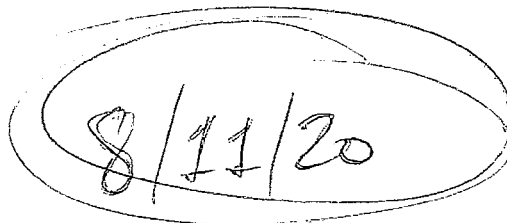
Item(s) Subtotal: \$45.29

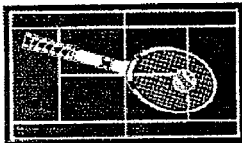
Shipping & Handling: \$0.00

Billing addressLong Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Total before tax: \$45.29

Estimated tax to be collected: \$0.00

Grand Total: \$45.29To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc. or its affiliates



Welch Tennis Courts, Inc.
P.O. Box 7770
Sun City, FL 33586
Phone: 813-641-7787
Fax: 813-641-7795

Invoice

7/10

Date	Invoice #
7/7/2020	57703

Bill To
Justin Lawrence Long Lake Ranch CDD 19037 Long Lake Ranch Blvd. LUTZ FL 33558 United States

Ship To
Justin Lawrence Long Lake Ranch CDD 19037 Long Lake Ranch Blvd. LUTZ FL 33558 United States

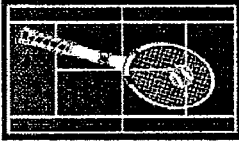
Terms	PO #	Due Date
Due on receipt CC or Check	Justin Lawrence	7/7/2020
Sales Rep	Ship Via	Ship Date
Robin Jorgensen	FedEx Ground	7/7/2020

Notes

Quantity	Units	Description	Options	Unit Price	Amount
1	ea	WTC 3.0 DTS Professional Net		169.99	169.99

Thank you for your business.	Subtotal	169.99
	Shipping Cost (FedEx Ground)	17.93
	Total	\$187.92

ALL PAST DUE ACCOUNTS ARE SUBJECT TO AN ANNUAL INTEREST CHARGE OF 1-1/2% PER MONTH
THIS REPRESENTS AN ANNUAL INTEREST RATE OF 18%. MATERIALS AND EQUIPMENT SHALL
REMAIN THE PROPERTY OF WELCH TENNIS COURTS, INC. UNTIL PAID IN FULL. ALL RETURNS ARE
SUBJECT TO A RESTOCKING FEE.



Welch Tennis Courts, Inc.

PO Box 7770
4501 Old US Hwy 41 S
Sun City FL 33586
United States
Tax ID # 59-3213747

Payment Receipt

Date 7/9/2020
Payment Method Master Card
Credit Card # *****0436

Bill To

Justin Lawrence
Long Lake Ranch CDD
19037 Long Lake Ranch Blvd.
LUTZ FL 33558
United States

Date	Description	Orig Amount	Amount Due	Paid Amount	Applied Amount
7/7/2020	Invoice #57703	187.92	187.92		187.92

Total \$187.92

**Details for Order #113-6099683-3446653**

Print this page for your records.

Order Placed: August 19, 2020**Amazon.com order number:** 113-6099683-3446653**Order Total:** \$156.99

8/20

Not Yet Shipped**Items Ordered****Price**

1 of: *Hotodeal 50 Pcs Disposable Face Masks, Breathable Face Mask 3 Layer Protection Best Facemask, Lightweight Dust Protective Facial Masks for Adult, Men, Women, Indoor, Outdoor Use* \$17.99
Sold by: Hotodeal Official Store ([seller profile](#))

Condition: New

1 of: *TALOS Lightning & Storm Detector for High Shock Mobility & Auto Sleep Mode | Rugged Outdoors, Lawnmowing, Golf Carts, ATVs, Boating, Camping, Work Sites & Farming | Lightning Safety Alarm* \$139.00
Sold by: TALOS Lightning Detection ([seller profile](#))

Condition: New

Shipping Address:

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Shipping Speed:

One-Day Shipping

Payment information**Payment Method:**

Debit Card | Last digits: 0436

Item(s) Subtotal: \$156.99

Shipping & Handling: \$0.00

Billing address

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Total before tax: \$156.99

Estimated tax to be collected: \$0.00

Grand Total: \$156.99

To view the status of your order, return to [Order Summary](#).

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8/19/20

8/28/2020

Amazon.com - Order 112-4062131-0328244

amazon.com

Details for Order #112-4062131-0328244

Print this page for your records.

Order Placed: August 28, 2020

Amazon.com order number: 112-4062131-0328244

Order Total: \$398.00

8/28

Not Yet Shipped

Items Ordered

	Price
1 of: <i>Simpson Cleaning MSH3125 MegaShot Gas Pressure Washer Powered by Honda GC190, 3200 PSI at 2.5 GPM, black</i>	\$398.00
Sold by: Amazon.com Services LLC	

Condition: New

Shipping Address:

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Shipping Speed:

One-Day Shipping

Payment information

Payment Method:

Debit Card | Last digits: 0436

Billing address

Long Lake Ranch Clubhouse
19037 LONG LAKE RANCH BLVD
LUTZ, FL 33558-5507
United States

Item(s) Subtotal: \$398.00
Shipping & Handling: \$0.00

Total before tax: \$398.00
Estimated tax to be collected: \$0.00

Grand Total: \$398.00

To view the status of your order, return to Order Summary.

Conditions of Use | Privacy Notice © 1996-2020, Amazon.com, Inc. or its affiliates

8/28/20

Long Lake Ranch
SunTrust Account #XXXXXXXX04030436 \$1,000
08/01/20

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	Balance
08/01/20	N/A	N/A	N/A	✓ 1,000.00
08/11/20	Amazon	USB Wired Keyboard	(14.99)	✓ 985.01
08/11/20	Amazon	Wasp & Hornet Spray (20 Oz.) (12	(45.29)	✓ 939.72
07/07/20	Welch Tennis	Tennis Net (Ordered/Delivered In J	(187.92)	✓ 751.80
08/19/20	Amazon	Facemasks & Lightning/Storm Dete	(156.99)	✓ 594.81
08/28/20	Amazon	Gas-Powered Pressure Washer	(398.00)	✓ 196.81
				196.81
				196.81
				196.81
				196.81
				196.81
				196.81
				196.81
				196.81
				196.81
				196.81

8/31/2020	SunTrust	Replenish Balance	(803.19)	
		Balance	\$1,000.00	

Club Manager	Date
Justin Lawrence	8/31/2020



16210 North Florida Avenue
Lutz, FL 33549

Pest Control Division

Office: 813.968.7031

Toll Free:
888.908.8388

www.nvirotect.com

INVOICE

Long Lake Ranch CDD
19037 Long Lake Blvd.
Lutz, FL 33558

Date: 9-22-20

Call for a FREE Lawn Care Quote!

Next service FREE for each referral!*

10% Discount with yearly Prepayment!*

* Exclusions apply. Call office for details.

Account Number: **10520**

Invoice Number: **215320**

Previous Balance: **\$0.00**

General Household Pests **\$135.00**

Sales Tax: **\$0.00**

Service Amount: **\$135.00**

Check /Cash: _____

Technician(s): Joem

Treatment Area	Structure	Frequency	Type of Service
<input type="checkbox"/> Bedroom	<input type="checkbox"/> Bank	<input type="checkbox"/> Annual Service	<input type="checkbox"/> Additional Service
<input type="checkbox"/> Breakroom	<input type="checkbox"/> Industrial	<input type="checkbox"/> Every Other Month	<input type="checkbox"/> Extra Service
<input type="checkbox"/> Garage	<input type="checkbox"/> Medical	<input checked="" type="checkbox"/> Monthly Service	<input checked="" type="checkbox"/> General Pest Control
<input type="checkbox"/> Kitchen	<input checked="" type="checkbox"/> Professional	<input type="checkbox"/> Quarterly Service	<input type="checkbox"/> In Wall Tube System
<input checked="" type="checkbox"/> Perimeter	<input type="checkbox"/> Residence	<input type="checkbox"/> Twice Per Month	<input type="checkbox"/> Rodent Control
<input type="checkbox"/> Rest Room	<input type="checkbox"/> Retail	<input type="checkbox"/> Weekly	<input type="checkbox"/> Annual Service

General Pest

- | | |
|---|--|
| <input type="checkbox"/> Acrobat Ants | <input checked="" type="checkbox"/> Pantry pests |
| <input type="checkbox"/> Argentine Ants | <input checked="" type="checkbox"/> Paper Wasps |
| <input type="checkbox"/> Bed Bugs | <input type="checkbox"/> Pharaoh Ants |
| <input type="checkbox"/> Carpenter Ants | <input checked="" type="checkbox"/> Preventative |
| <input type="checkbox"/> Crazy Ants | <input type="checkbox"/> Roaches |
| <input type="checkbox"/> Drain Flies | <input type="checkbox"/> Silverfish |
| <input type="checkbox"/> Fire Ants | <input type="checkbox"/> Spiders |
| <input type="checkbox"/> Fleas | <input type="checkbox"/> Ticks |
| <input type="checkbox"/> German Roaches | <input type="checkbox"/> White Foot Ants |
| <input type="checkbox"/> Ghost Ants | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Mosquitos | |
| <input type="checkbox"/> Mud Daubers | |

Treatment

- | | |
|--|---|
| <input type="checkbox"/> Advion Ant Bait Station .1% | <input type="checkbox"/> Niban FG 5% |
| <input type="checkbox"/> Advion Ant Gel Bait .05% | <input type="checkbox"/> Nyguard IGR 10% |
| <input type="checkbox"/> Advion Roach Bait Stn .5% | <input type="checkbox"/> Onslaught 6.4% |
| <input type="checkbox"/> Advion Roach Gel Bait .6% | <input type="checkbox"/> Perimeter Sweep |
| <input type="checkbox"/> Alpine Aerosol .25% | <input type="checkbox"/> Taurus .06% |
| <input type="checkbox"/> Biozyme | <input type="checkbox"/> Talstar Xtra .25% |
| <input type="checkbox"/> CM Insect Monitors | <input type="checkbox"/> Transport GHP .11% |
| <input type="checkbox"/> Dekko Silver Fish Paks 20% | <input checked="" type="checkbox"/> Transport Mikron .11% |
| <input type="checkbox"/> D-Fense Dust .05% | <input type="checkbox"/> Vector Bio 5 |
| <input type="checkbox"/> Gentrol Liquid 9% | <input checked="" type="checkbox"/> Wasp Freeze .1% |
| <input checked="" type="checkbox"/> Inspection | <input type="checkbox"/> Web Out 10.5% |
| <input type="checkbox"/> Maxforce Quantum .03% | <input type="checkbox"/> _____ |

Rodent Control

- | | | |
|--------------------------------|--|---|
| <input type="checkbox"/> Mice | <input type="checkbox"/> CM Rat Snap Traps | <input type="checkbox"/> Rodent Bait Stations |
| <input type="checkbox"/> Rats | <input type="checkbox"/> Contrac Blox Bait .005% | <input type="checkbox"/> T-Rex Rat Snap Traps |
| <input type="checkbox"/> _____ | <input type="checkbox"/> Final Blox Bait .005% | <input type="checkbox"/> Victor Glue Boards |

PAYMENT DUE UPON RECEIPT OF INVOICE OR DISCOVER.

Date Rec'd Rizzetta & Co., Inc.

Ask us about Automatic Payments or Paperless Billing. Date 09/28/2020

Instructions: _____

D/M approval BK

Date entered 09/24/20

Fund 001 GL 57200 OC 4529

Check # _____



NVIROTECT

PEST CONTROL SERVICES

16210 North Florida Avenue

Lutz, FL 33549

Office: 813.968.7031

Fax: 813.908.3424

www.nvirotect.com

INVOICE

Lawn & Shrub Care Division

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558

Date: 8/24/20

Call for a FREE Pest Control Quote!

Receive up to \$50 credit for each referral!*

Save 10% with yearly Prepayment!*

* Exclusions apply. Call office for details.

Account Number: 8876

Invoice Number: 325001

Previous Balance: \$0.00

Flea and Tick Treatment \$70.00

Sales Tax: \$0.00

Service Amount: \$70.00

Check /Cash: _____

Technician(s): Nich

Type of Structure

- ☒ Commercial ☐ Apartments
☐ Residential ☐ HOA

Type of Service

- ☐ Aeration ☒ Lawn Care ☐ Regular Service
☐ OTC ☐ Shrub Care ☐ Extra Service

Lawn Care

- ☐ Brown Patch ☐ Leaf Spot
☐ Chinch Bugs ☐ Mole Crickets
☐ Cold Damage ☒ Preventative
☐ Drought ☐ Sod Web Worms
☐ Fire Ants ☐ Ticks
☐ Fleas ☐ White Grubs
☐ Fungus ☐ _____

Treatment

- ☒ Bifen XTS ☐ Fert 9-0-24 ☐ Orthene
☐ Chelated Iron ☐ Fert 20-0-10 ☒ Sticker
☐ Chelated Micro ☐ Fert 21-0-0 ☐ T-Methyl
☐ Crosscheck ☐ Lime ☐ Top Choice
☐ Dominion ☐ Manicure ☐ _____
☐ Dylox ☒ Mega Micro
☐ Fert 0-0-62 ☐ Milorganite

Controllable Weeds Uncontrollable Weeds Treatment

- ☐ Broadleaf ☐ Bermuda Grass F B ☐ Atrazine ☐ MSM ☐ Threeway
☐ Purple Nutsedge ☐ Crabgrass F B ☐ Barricade ☐ Sedgehammer ☐ _____
☐ Yellow Nutsedge ☐ Stink Vine F B ☐ Broadloom ☐ Sticker

Shrub Care

- ☐ Aphids ☐ Mites
☐ Beetles ☐ Powdery Mildew
☐ Black Spot ☐ Preventative
☐ Caterpillars ☐ Root Rot
☐ Chili Thrips ☐ Scale
☐ Grasshoppers ☐ Splash Fungus
☐ Lace Bugs ☐ Thrips
☐ Leaf Spot ☐ White Fly
☐ Mealy Bugs ☐ _____

Treatment

- ☐ Avid ☐ Manganese ☐ _____
☐ Conserve ☐ Manicure
☐ Crosscheck ☐ Merit
☐ Fert. 8-0-12 ☐ Orthene
☐ Fert 13-0-13 ☐ OTC
☐ Fert 20-20-20 ☐ Subdue
☐ Horticultural Oil ☐ Sulfur Chips
☐ Magnesium ☐ Sticker
☐ Malathion ☐ T-Methyl

PAYMENT DUE UPON RECEIPT: We Accept Visa, Mastercard and Discover.

Date Rec'd Rizzetta & Co. Inc.
As a service to our customers, we offer a **Special Billing** program.

Instructions: Please water 30 minutes per zone on next water day or:

D/M approval DR Date 08/31/2020

Date entered 08/28/20

Fund 001 GL 57200 OC 4529

Check # _____

**NVIROTECT**

PEST CONTROL SERVICES

16210 North Florida Avenue

Lutz, FL 33549

Lawn & Shrub Care Division

Office: 813.968.7031

Fax: 813.908.3424

www.nviroTECT.com

INVOICE

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558

Date: 9/23/20**Account Number:** 8876**Invoice Number:** 326819**Previous Balance:** \$0.00**Flea and Tick Treatment** \$70.00**Sales Tax:** \$0.00**Service Amount:** \$70.00**Check /Cash:** _____**Technician(s):** Nim**Call for a FREE Pest Control Quote!****Receive up to \$50 credit for each referral!*****Save 10% with yearly Prepayment!***

* Exclusions apply. Call office for details.

Type of Structure☒ Commercial☐ Residential☐ Apartments☐ HOA**Type of Service**☐ Aeration☐ OTC☒ Lawn Care☐ Shrub Care☒ Regular Service☐ Extra Service**Lawn Care**☐ Brown Patch☐ Chinch Bugs☐ Cold Damage☐ Drought☐ Fire Ants☐ Fleas☐ Fungus☐ Leaf Spot☐ Mole Crickets☒ Preventative☐ Sod Web Worms☐ Ticks☐ White Grubs☐ _____**Treatment**☒ Bifen XTS☒ Chelated Iron☐ Chelated Micro☐ Crosscheck☐ Dominion☐ Dylox☐ Fert 0-0-62☐ Fert 9-0-24☐ Fert 20-0-10☐ Fert 21-0-0☐ Lime☒ Manicure☒ Mega Micro☐ Milorganite☐ Orthene☒ Sticker☐ T-Methyl☐ Top Choice☐ _____**Controllable Weeds Uncontrollable Weeds Treatment**☐ Broadleaf☐ Purple Nutsedge☐ Yellow Nutsedge☐ Bermuda Grass F B☐ Crabgrass F B☐ Stink Vine F B☐ Atrazine☐ Barricade☐ Broadloom☐ MSM☐ Sedgehammer☐ Sticker☐ Threeway☐ _____**Shrub Care**☐ Aphids☐ Beetles☐ Black Spot☐ Caterpillars☐ Chili Thrips☐ Grasshoppers☐ Lace Bugs☐ Leaf Spot☐ Mealy Bugs☐ Mites☐ Powdery Mildew☐ Preventative☐ Root Rot☐ Scale☐ Splash Fungus☐ Thrips☐ White Fly☐ _____**Treatment**☐ Avid☐ Conserve☐ Crosscheck☐ Fert. 8-0-12☐ Fert 13-0-13☐ Fert 20-20-20☐ Horticultural Oil☐ Magnesium☐ Malathion☐ Manganese☐ Manicure☐ Merit☐ Orthene☐ OTC☐ Subdue☐ Sulfur Chips☐ Sticker☐ T-Methyl☐ _____**PAYMENT DUE UPON RECEIPT: We Accept Visa, Mastercard and Discover.****Date Rec'd Rizzetta & Co., Inc.**

Instructions: Please water 30 minutes per zone on next water day or:

D/M approval BR **Date** 09/28/2020**Date entered** 09/24/20**Fund** 001 **GL** 57200 **OC** 4529**Check #** _____



UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION &
SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285
utilcustserv@pascocountyfl.net
Pay By Phone: 1-844-450-3704



344 1 1
10-10002

LONG LAKE RANCH CDD

Service Address: **18981 LONG LAKE RANCH BOULEVARD**

Bill Number: 13834143

Billing Date: 8/24/2020

Billing Period: 7/9/2020 to 8/10/2020

New rates, charges, and fees take effect Oct. 1, 2020, contingent upon Board budget adoption. Please visit bit.ly/PCU-RatesFY21 for additional details.

Account #	Customer #
0929280	01307800
Please use the 15-digit number below when making a payment through your bank	
092928001307800	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		

Usage History

Transactions

Previous Bill 54.30
Payment 8/11/2020 -54.30 CR
Balance Forward 0.00

Date Rec'd Rizzetta & Co., Inc. _____

Current Transactions

D/M approval BR Date 08/31/2020

Date entered 08/28/20

Fund 001 GL 53600 OC 4307

Check # _____

Adjustments
Fire Line/Hydrant Base Charge 54.30
Total Current Transactions 54.30
TOTAL BALANCE DUE \$54.30

AUG 26 2020

Annual Water Quality Report: The 2019 Consumer Confidence Report is currently available online at bit.ly/PascoRegional2019 To request a paper copy, please call (813) 929-2733.

Rec'd Rizzetta & Co, Inc. _____

D/M approval _____ Date _____

Date entered _____

Fund _____ GL _____ OC _____

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.

Account # 0929280
Customer # 01307800

Balance Forward 0.00
Current Transactions 54.30

Total Balance Due \$54.30
Due Date 9/10/2020

10% late fee will be applied if paid after due date

Round Up Donation to Charity ☐
Amount Enclosed ☐

☐ Check this box to participate in Round-Up.



LONG LAKE RANCH CDD
12750 CITRUS PARK LANE SUITE 115
TAMPA FL 33625

PASCO COUNTY
UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION & SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

013078005092928041383414350000054308



UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION &
SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285
utilcustserv@pascocountyfl.net
Pay By Phone: 1-844-450-3704



2111 1 1
12-52316

LONG LAKE RANCH CDD

Service Address: **0 COMMUNITY CENTER**

Bill Number: 13882943

Billing Date: 9/2/2020

Billing Period: 7/20/2020 to 8/19/2020

New rates, charges, and fees take effect Oct. 1, 2020, contingent upon Board budget adoption. Please visit bit.ly/PCU-RatesFY21 for additional details.

Account #	Customer #
0928090	01307800
Please use the 15-digit number below when making a payment through your bank	
092809001307800	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13595130	7/20/2020	16834	8/19/2020	17344	30	510

Usage History

	Irrigation
August 2020	510.00
July 2020	200.00
June 2020	167.00
May 2020	56.00
April 2020	138.00
March 2020	246.00
February 2020	387.00
January 2020	374.00
December 2019	57.00
November 2019	186.00
October 2019	381.00
September 2019	425.00

Transactions

Previous Bill	1,392.95
Payment 8/18/2020	-1,392.95 CR
Balance Forward	0.00
Current Transactions	
Water	
Water Base Charge	36.95
Water Charges 50.0 Thousand Gals X \$3.09	154.50
Water Charges 25.0 Thousand Gals X \$6.21	155.25
Water Charges 435.0 Thousand Gals X \$8.37	3,640.95
Total Current Transactions	3,987.65
TOTAL BALANCE DUE	\$3,987.65

Date Rec'd Rizzetta & Co, Inc. SEP 04 2020
D/M approval BR Date 09/14/2020
Date entered 09/10/20
Fund 001 GL 53600 OC 4307
Check # _____

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasyway.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.

Account # 0928090
Customer # 01307800
Balance Forward 0.00
Current Transactions 3,987.65

Total Balance Due \$3,987.65
Due Date 9/21/2020

10% late fee will be applied if paid after due date

Round Up Donation to Charity

Amount Enclosed

☐ Check this box to participate in Round-Up.

LONG LAKE RANCH CDD
12750 CITRUS PARK LANE SUITE 115
TAMPA FL 33625

PASCO COUNTY
UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION & SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

013078005092809061388294380003987652



UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION &
SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285
utilcustserv@pascocountyfl.net
Pay By Phone: 1-844-450-3704



2112 1 1
12-52316

LONG LAKE RANCH CDD

Service Address: **18981 LONG LAKE RANCH BOULEVARD**

Bill Number: 13882944

Billing Date: 9/2/2020

Billing Period: 7/20/2020 to 8/19/2020

New rates, charges, and fees take effect Oct. 1, 2020, contingent upon Board budget adoption. Please visit bit.ly/PCU-RatesFY21 for additional details.

Account #	Customer #
0928725	01307800
Please use the 15-digit number below when making a payment through your bank	
092872501307800	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	13595133	7/20/2020	217	8/19/2020	218	30	1

Usage History

Month	Usage
August 2020	1
July 2020	2
June 2020	1
May 2020	1
April 2020	1
March 2020	2
February 2020	2
January 2020	2
December 2019	3
November 2019	1
October 2019	1
September 2019	0

Transactions

Previous Bill	136.50
Payment 8/18/2020	-136.50 CR
Balance Forward	0.00
Current Transactions	
Water	
Water Base Charge	36.95
Water Tier 1	1.0 Thousand Gals X \$1.95 = 1.95
Sewer	
Sewer Base Charge	83.95
Sewer Charges	1.0 Thousand Gals X \$5.85 = 5.85
Total Current Transactions	128.70
TOTAL BALANCE DUE	\$128.70

Date Rec'd Rizzetta & Co, Inc

SEP 04 2020

D/M approval BR Date 09/14/2020

Date entered 09/10/20

Fund 001 GL 53600 OC 4307

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.

Account # 0928725
Customer # 01307800
Balance Forward 0.00
Current Transactions 128.70

Total Balance Due \$128.70
Due Date 9/21/2020

10% late fee will be applied if paid after due date

Round Up Donation to Charity

Amount Enclosed

☐ Check this box to participate in Round-Up.



LONG LAKE RANCH CDD
12750 CITRUS PARK LANE SUITE 115
TAMPA FL 33625

PASCO COUNTY
UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION & SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

013078005092872571388294450000128708



INVOICE	#2262
SERVICE DATE	Sep 14, 2020
DUE	upon receipt
AMOUNT DUE	\$150.00

Professor Cool

Long Lake Ranch Club House (Justin)
19037 long lake ranch blvd
Lutz, FL 33558

☎ (813) 406-4423
✉ manager@longlakeranchclub.com

CONTACT US

2922 Land O Lakes Blvd, 144
Lutz, FL 34639

☎ (813) 955-8813
✉ Info@professor-Cool.com

INVOICE

Services	qty	unit price	amount
Service Call - Svc call Cleared line from condensate pump and drain to pump. Cleaned out biofilm from inside pump. Primed and watched system drain on its own. Tested float switch and system does shut off.	1.0	\$55.00	\$55.00
Drain Lines - Drain service and sanitation Found clogged drain line, cleared, sanitized, tested.	1.0	\$95.00	\$95.00
Recommend annual maintenance on system.			

Total **\$150.00**

Date Rec'd Rizzetta & Co., Inc. 09/15/20
D/M approval BR Date 09/21/2020
Date entered 09/17/20
Fund 001 GL 57200 OC 4618
Check # _____

Thanks for your business!

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
9/1/2020	INV0000052604

Bill To:

LONG LAKE RANCH CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
September	Upon Receipt	00965

Description	Qty	Rate	Amount
District Management Services 3101	1.00	\$1,541.67	\$1,541.67
Administrative Services 3100	1.00	\$375.00	\$375.00
Accounting Services 3201	1.00	\$1,475.00	\$1,475.00
Financial & Revenue Collections 3111	1.00	\$300.00	\$300.00
Field Services 4602	1.00	\$700.00	\$700.00
<p>Date Rec'd Rizzetta & Co., Inc. _____</p> <p>D/M approval <u>BR</u> Date <u>08/31/2020</u></p> <p>Date entered <u>08/28/20</u></p> <p>Fund <u>001</u> GL <u>51300</u> OC <u>*****</u></p> <p>Check # <u>53900</u></p>			
		Subtotal	\$4,391.67
		Total	\$4,391.67

Rizzetta Amenity Services, Inc
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
8/21/2020	INV00000000007894

Bill To:

Long Lake Ranch CDD
5844 Old Pasco Rd.
Suite 100
Wesley Chapel FL 33544

Services for the month of	Terms	Client Number
August	Due on receipt	04006

Description	Qty	Rate	Amount
Actual Bi-Weekly Payroll	1.00	\$3,258.24	\$3,258.24
Employee(s) Insurance Reimbursement	1.00	\$212.70	\$212.70
<p>Date Rec'd Rizzetta & Co., Inc. _____</p> <p>D/M approval <u>BR</u> Date <u>09/08/2020</u></p> <p>Date entered <u>09/04/20</u></p> <p>Fund <u>001</u> GL <u>57200</u> OC <u>1204</u></p> <p>Check # _____</p>			
Subtotal			\$3,470.94
Total			\$3,470.94

Rizzetta Amenity Services, Inc
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
9/4/2020	INV00000000007926

Bill To:

Long Lake Ranch CDD
5844 Old Pasco Rd.
Suite 100
Wesley Chapel FL 33544

	Services for the month of		Terms		Client Number																
	September		Due on receipt		04006																
Description			Qty	Rate		Amount															
Amenity Management Services			1.00	\$825.00		\$825.00															
Actual Bi-Weekly Payroll			1.00	\$2,992.19		\$2,992.19															
Employee(s) Insurance Reimbursement (Clubhouse Manager Only)			1.00	\$212.70		\$212.70															
Actual Bi-Weekly Payroll:																					
<table><tr><td></td><td>Dollars</td><td>Hours</td></tr><tr><td>Clubhouse Manager</td><td>\$1,806.70</td><td>80</td></tr><tr><td>Clubhouse Attendant</td><td>122.44</td><td>9</td></tr><tr><td>Pool Attendants</td><td>1,063.05</td><td>74</td></tr><tr><td></td><td>\$2,992.19</td><td>163</td></tr></table>								Dollars	Hours	Clubhouse Manager	\$1,806.70	80	Clubhouse Attendant	122.44	9	Pool Attendants	1,063.05	74		\$2,992.19	163
	Dollars	Hours																			
Clubhouse Manager	\$1,806.70	80																			
Clubhouse Attendant	122.44	9																			
Pool Attendants	1,063.05	74																			
	\$2,992.19	163																			
Date Rec'd Rizzetta & Co., Inc. _____																					
D/M approval <u>BR</u> Date <u>09/14/20</u>																					
Date entered <u>09/10/20</u>																					
Fund <u>001</u> GL <u>57200</u> OC <u>1204</u>																					
Check # _____																					

Rizzetta Amenity Services, Inc
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
8/31/2020	INV00000000007954

Bill To:

Long Lake Ranch CDD
5844 Old Pasco Rd.
Suite 100
Wesley Chapel FL 33544

Services for the month of	Terms	Client Number
August	Due on receipt	04006

Description	Qty	Rate	Amount
Cell Phone	50.00	\$1.00	\$50.00
<div>Date Rec'd Rizzetta & Co., Inc. 09/16/20</div> <div>D/M approval <u>BR</u> Date 09/21/2020</div> <div>Date entered 09/17/20</div> <div>Fund <u>001</u> GL <u>57200</u> OC <u>1204</u></div> <div>Check # _____</div>			
Subtotal			\$50.00
Total			\$50.00

Rizzetta Amenity Services, Inc
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
9/18/2020	INV00000000007986

Bill To:

Long Lake Ranch CDD
5844 Old Pasco Rd.
Suite 100
Wesley Chapel FL 33544

	Services for the month of		Terms	Client Number													
	September		Due on receipt	04006													
Description			Qty	Rate	Amount												
Actual Bi-Weekly Payroll			1.00	\$3,710.71	\$3,710.71												
Employee(s) Insurance Reimbursement (Clubhouse Manager Only)			1.00	\$212.70	\$212.70												
<div>Actual Bi-Weekly Payroll:</div> <table><tr><td></td><td>Dollars</td><td>Hours</td></tr><tr><td>Clubhouse Manager</td><td>\$3,126.61</td><td>127.50</td></tr><tr><td>Pool Monitors</td><td>584.10</td><td>41</td></tr><tr><td></td><td>\$3,710.71</td><td>168.50</td></tr></table>							Dollars	Hours	Clubhouse Manager	\$3,126.61	127.50	Pool Monitors	584.10	41		\$3,710.71	168.50
	Dollars	Hours															
Clubhouse Manager	\$3,126.61	127.50															
Pool Monitors	584.10	41															
	\$3,710.71	168.50															
<div>Date Rec'd Rizzetta & Co., Inc. 09/22/20</div> <div>D/M approval BR Date 09/28/2020</div> <div>Date entered 09/24/20</div> <div>Fund 001 GL 57200 OC 1204</div> <div>Check #</div>																	
			Subtotal		\$3,923.41												
			Total		\$3,923.41												



Proteus Pool Service LLC

PO Box 2329, Land O Lakes, Florida 34639
813-690-5770

Invoice # LLRan001

9/23/2020

Bill To

Long Lake Ranch c/o Rizzetta and Company
12750 Citrus Park Lane Suite 115
Tampa, Florida 33625
813-933-5571

For

September Pool Service Billing

Item Description	Amount
Billing for September pool service	\$ 1,667.60
20 Foot extension poles for each location	\$ 179.80
50 Foot Vacuum hose for Long Lake Pool	\$ 79.30
Water Hose for each pump area to clean grids and fill reservoirs	\$ 44.00
Taylor Test kit for on site Manager	\$ 75.00
Pool Drain line for Long Lake Pool 100 foot	\$ 62.00

Date Rec'd Rizzetta & Co., Inc. 09/22/20
D/M approval BR Date 09/28/2020
Date entered 09/25/20
Fund 001 GL 57200 OC ~~4629~~
Check # 4626

Subtotal

Tax Rate

Other Costs

Total Cost

\$2,107.70

\$2,107.70

This is the service fee for the month of September

**Securiteam Inc.**

Phone: (813) 909-7775
13745 N. Nebraska Ave
Tampa, FL 33613

InvoiceNumber: **10034**Date: **9/9/2020**Source: **SO No. 10041****Bill-To**

Attn: Ms. Tiffany Judd
Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558 USA

Ship-To

Attn: Ms. Tiffany Judd
Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558 USA
Phone: (813) 994-1001

Acct. No.	A/R Cust. No.	Acct. ID	Customer PO	Reference	Sales Rep	Ship Via	Terms
10499	Long Lake Ranch CDD	Long Lake Ranch LLR			Rob Cirillo		Net 30

08/26/2020 11:07 AM by Thomas Wilgus : Replaced Rex button tested system is operational

Qty.	Item ID	Description	UOM	Ea. Price	Total
1.00	Service Labor - 1st Hr	Service Labor - 1st Hr	HR	\$125.00	\$125.00 ^T
1	SD-6276-SSVQ	Enforcer Illuminated Request Exit to button with timer	ea	\$89.98	\$89.98 ^T
<i>Piezoelectric pushbuttons for indoor or outdoor use IP65 . No moving parts for heavy duty use. LED ring around button changes from green to red or red to green when the button is pressed. Timed or toggle output. SD-6176-SSVQ and SD-6276-SSVQ include separate manual override button for use in case of a power failure to the pushbutton.</i>					
				Item Total:	\$214.98
				Total Amount Due:	\$214.98

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval BR Date 09/14/2020
Date entered 09/10/20
Fund ⁰⁰¹ G 52900 OC 3401
Check # _____

(* denotes repair item)

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Lakeland, FL 33810
(813)917-9567

INVOICE
#091820-2

To: Long Lake Ranch CDD
12750 Citrus Park Lane, Suite 115
Tampa FL 33625

Date: September 18, 2020

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval BR Date 09/28/2020
Date entered 09/25/20
Fund 001 GL 53900 OC 4603
Check # _____

Repaired erosion at wall/along sidewalk
at pipe crossing on Sunlake Blvd.

TOTAL DUE \$1,400



INVOICE

Invoice Number: PI-A00463529
Invoice Date: 08/25/20
PROPERTY: Long Lake
Ranch CDD

Voice: (888) 480-5253 Fax: (888) 358-0088

SOLD TO: Long Lake Ranch CDD
Rizzetta and Company Inc
5488 Old Pasco Road Suite 100
Wesley, FL 33544

CUSTOMER ID	CUSTOMER PO	Payment Terms	
0107880		Net 30	
Sales Rep ID	Shipment Method	Ship Date	Due Date
			09/24/20

Qty	Item / Description	UOM	Unit Price	Extension
1	Clock motor intermatic 230V	Each	33.89	33.89
0.33	Service Labor	Hour	107.00	35.31
	Replaced bad clock motor.			

Date Rec'd Rizzetta & Co., Inc. 08/25/20
D/M approval BR Date 08/31/2020
Date entered _____
Fund 001 GL 53800 OC 4601
Check # _____

PLEASE REMIT PAYMENT TO:

1320 Brookwood Drive, Suite H
Little Rock, AR 72202

Subtotal	69.20
Sales Tax	0.00
Total Invoice	69.20
Payment Received	0.00
TOTAL	69.20

Suncoast Pool Service

P.O. Box 224
Elfers, FL 34680

Invoice

Date	Invoice #
9/5/2020	6570

Bill To
Long Lake Ranch CDD 5020 W. Linebaugh Ave Suite 200 Tampa, FL. 33624

P.O. No.	Terms	Project
Sept 2020	Net 30	

Quantity	Description	Rate	Amount
1	Swimming Pool Service including chemical balance, debris removal from surface and bottom of swimming pool, vacuuming, tile cleaning and skimming. Operational checks of pumps, filter system, chemical feeders, flow meters and vacuum gauges. Chemicals Included.	284.00	284.00
1	Swimming Pool Service including chemical balance, debris removal from surface and bottom of swimming pool, vacuuming, tile cleaning and skimming. Operational checks of pumps, filter system, chemical feeders, flow meters and vacuum gauges. Chemicals Included.	284.00	284.00
Date Rec'd Rizzetta & Co., Inc. _____ D/M approval <u>BR</u> Date <u>09/14/2020</u> Date entered <u>09/10/20</u> Fund <u>001</u> GL <u>57200</u> OC <u>4626</u> Check # _____			

Thank you for your business.

Phone #

(727) 271-1395

Total

\$568.00

Service Slip/Invoice

POOP 911
PO BOX 844482
Dallas, TX 75284-4482
877-766-7911

INVOICE: 3614688
DATE: 8/28/2020
ORDER: 3614688

Bill To: [118371]
Long Lake Ranch CDD
District Manager
1601 FOX GRAPE LOOP
LUTZ, FL 33558-2802

Work Location: [118371] 813-944-1001
Long Lake Ranch CDD
District Manager
1601 FOX GRAPE LOOP
LUTZ, FL 33558-2802

Work Date	Time	Target Pest	Technician	Time In
8/28/2020			BRYANT	Bryan Taylor
Purchase Order	Terms	Last Service	Map Code	Time Out
		9/1/2020		

Service	Description	Price
SPECPRICE	Empty and restock 2 pet waste stations	275.82
SPECPRICE	Extra pet station empty Tuesday	0.00
SPECPRICE	Mail room trash and pet station monthly	38.78
SPECPRICE	Lake garbage can service weekly	42.25
SPECPRICE	3 additional garbage cans	39.00
		SUBTOTAL \$395.85
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$395.85
		AMOUNT DUE \$395.85

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval BR Date 09/08/2020
Date entered 09/04/20
Fund 001 GL 57200 OC 4905
Check # _____

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
08/12/20		LONG LAKE RANCH CDD	
Billing Date		Sales Rep	Customer Account
08/12/2020		Jean Mitotes	108665
Total Amount Due			Ad Number
\$133.60			0000102126

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
08/12/20	08/12/20	0000102126	Times	Legals CLS	Notice of Special Board of Supervisors Meeti	1	2x55 L	\$129.60
08/12/20	08/12/20	0000102126	Tampabay.com	Legals CLS	Notice of Special Board of Supervisors Meeti AffidavitMaterial	1	2x55 L	\$0.00 \$4.00

RECEIVED
AUG 21 2020

BY:

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 08/31/2020

Date entered 08/28/20

Fund 001 GL 51300 OC 4801

Check # _____

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
08/12/20		LONG LAKE RANCH CDD	
Billing Date		Sales Rep	Customer Account
08/12/2020		Jean Mitotes	108665
Total Amount Due			Ad Number
\$133.60			0000102126

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

LONG LAKE RANCH CDD
ATTN: RIZZETTA & COMPANY
5844 OLD PASCO RD #100
WESLEY CHAPEL, FL 33544

Tampa Bay Times

Published Daily

STATE OF FLORIDA

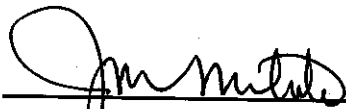
COUNTY OF Pasco

RECEIVED
AUG 21 2020

BY:

Before the undersigned authority personally appeared **Jean Mitotes** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Notice of Special Board of Supervisors Meeting** was published in **Tampa Bay Times: 8/12/20** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second-class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.


Signature Affiant

Sworn to and subscribed before me this **08/12/2020**


Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____



JESSICA ATTARD
Commission # GG 308686
Expires March 28, 2023
Bonded Thru Budget Notary Services

**NOTICE OF PUBLIC MEETING
LONG LAKE RANCH COMMUNITY DEVELOPMENT
DISTRICT**

A special meeting of the Board of Supervisors of Long Lake Ranch Community Development District will be held on Wednesday, August 19, 2020 at 6:00 p.m. to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52 and 20-69, Issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, as subsequently extended, and pursuant to Section 120.54(5)(b)2, Florida Statutes. The call-in number is +1929-205-6099, 4922920702# US (New York). This meeting may be continued to a date and time certain which may be announced at the meeting. The purpose of the meeting is to consider organizational matters related to the District; to consider certain operating policies for the conduct of District business; to consider services and facilities to be provided by the District and the financing plan for same and any other business which may properly come before it.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. There may be occasions when one or more Assistant Secretaries will participate by telephone. At the above location there will be present a speaker telephone so that any person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

A copy of the agenda may be obtained at the office of the District Manager, Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, FL 33578, (813) 533-2950, during normal business hours.

There may be occasions when one or more Supervisors that will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 533-2950, at least forty-eight (48) hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, who can aid you in contacting the District Office.

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

Bryan Radcliff
District Manager

Run Date: 08-12-20

0000102126

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
08/26/20	LONG LAKE RANCH CDD	
Billing Date	Sales Rep	Customer Account
08/26/2020	Deirdre Almeida	108665
Total Amount Due		Ad Number
\$172.00		0000103461

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
08/26/20	08/26/20	0000103461	Times	Legals CLS	Meeting Notice	1	2x71 L	\$168.00
08/26/20	08/26/20	0000103461	Tampabay.com	Legals CLS	Meeting Notice AffidavitMaterial	1	2x71 L	\$0.00 \$4.00

RECEIVED
SEP - 2 2020

BY:

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/14/2020

Date entered _____ 09/10/20

Fund 001 GL 51300 OC 4801

Check # _____

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
08/26/20	LONG LAKE RANCH CDD	
Billing Date	Sales Rep	Customer Account
08/26/2020	Deirdre Almeida	108665
Total Amount Due		Ad Number
\$172.00		0000103461

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

LONG LAKE RANCH CDD
ATTN: RIZZETTA & COMPANY
5844 OLD PASCO RD #100
WESLEY CHAPEL, FL 33544

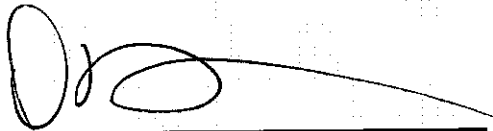
Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

Tampa Bay Times**Published Daily**STATE OF FLORIDA
COUNTY OF Pasco

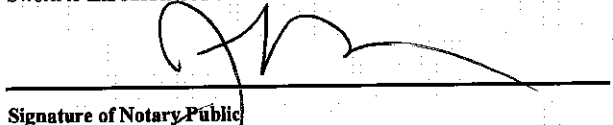
RECEIVED
SEP - 2 2020
BY:

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida, that the attached copy of advertisement, being a **Legal Notice in the matter RE: Meeting Notice** was published in **Tampa Bay Times: 8/26/20** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature Affiant

Sworn to and subscribed before me this **08/26/2020**


Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

**NOTICE OF SPECIAL MEETING
LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the Board of Supervisors ("Board") of the Long Lake Ranch Community Development District ("District") will hold a meeting of the Board of Supervisors on September 3, 2020 at 6:00 p.m. to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193, issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, as subsequently extended, and pursuant to Section 120.54(5)(b)2, Florida Statutes. Anyone wishing to access and participate in the meeting should refer to the District's website www.longlakeranchcdd.org or contact the Bryan Radcliff, District Manager, at bradcliff@rizzetta.com beginning seven (7) days in advance of the meeting to obtain access information. The meeting is being held for the necessary public purpose of considering matters related to the provision of infrastructure and related district matters. At such time, the Board is so authorized and may consider any business that may properly come before it.

While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at: bradcliff@rizzetta.com by September 2, 2020 at 5:00p.m. In advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling 813-933-5571 by the same time noted above.

A copy of the agenda may be obtained by contacting the District Manager, c/o Rizzetta & Company, Inc, 12750 Citrus Park Dr., Suite 115, Tampa, FL 33625 ("District Manager's Office") and by providing a telephone and email address during normal business hours or on the District's website www.longlakeranchcdd.org. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date, time, and place to be specified on the record at such meeting.

Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

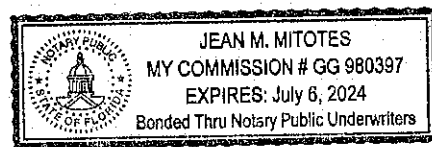
As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly, 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.

Bryan Radcliff
District Manager

Run:08-26-2020

0000103461



Tampa Bay Times

tampabay.com

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396
Toll Free Phone: 1 (877) 321-7355
Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
09/16/20	LONG LAKE RANCH CDD	
Billing Date	Sales Rep	Customer Account
09/16/2020	Deirdre Almeida	108665
Total Amount Due		Ad Number
\$176.80		0000108417

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
09/16/20	09/16/20	0000108417	Times	Legals CLS	Special Meeting	1	2x72 L	\$172.80
09/16/20	09/16/20	0000108417	Tampabay.com	Legals CLS	Special Meeting AffidavitMaterial	1	2x72 L	\$0.00 \$4.00

RECEIVED
SEP 23 2020

BY:

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval BR Date 09/28/2020
09/25/20

Date entered _____

Fund 001 GL 51300 OC 4801

Check # _____

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396
Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
09/16/20	LONG LAKE RANCH CDD	
Billing Date	Sales Rep	Customer Account
09/16/2020	Deirdre Almeida	108665
Total Amount Due		Ad Number
\$176.80		0000108417

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

LONG LAKE RANCH CDD
ATTN: RIZZETTA & COMPANY
5844 OLD PASCO RD #100
WESLEY CHAPEL, FL 33544

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

Tampa Bay Times

Published Daily

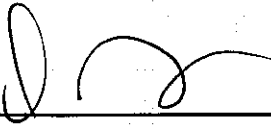
RECEIVED
SEP 23 2020STATE OF FLORIDA
COUNTY OF Pasco

BY:

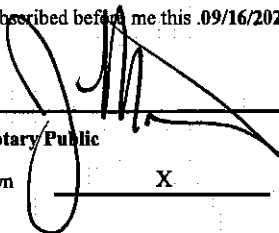
} ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special Meeting** was published in **Tampa Bay Times: 9/16/20** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature Affiant

Sworn to and subscribed before me this **09/16/2020**


Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced

NOTICE OF SPECIAL MEETING LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the Board of Supervisors ("Board") of the Long Lake Ranch Community Development District ("District") will hold a special meeting of the Board of Supervisors on September 24, 2020 at 5:00 p.m. to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193, Issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, as subsequently extended, and pursuant to Section 120.54(5)(b)2, Florida Statutes. Anyone wishing to access and participate in the meeting should refer to the District's website www.longlakeranchcdd.org or contact the Bryan Radcliff, District Manager, at bradcliff@rizzetta.com beginning seven (7) days in advance of the meeting to obtain access information. The meeting is being held for the necessary public purpose of considering matters related to the provision of infrastructure and related district matters. At such time, the Board is so authorized and may consider any business that may properly come before it.

While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at bradcliff@rizzetta.com by September 23, 2020 by 12:00 p.m. In advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling 813-933-5571 by the same time noted above.

A copy of the agenda may be obtained by contacting the District Manager, c/o Rizzetta & Company, Inc, 12750 Citrus Park Dr., Suite 115, Tampa, FL 33625 ("District Manager's Office") and by providing a telephone and email address during normal business hours or on the District's website www.longlakeranchcdd.org. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date, time, and place to be specified on the record at such meeting.

Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly, 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.

Bryan Radcliff
District Manager

Run:09-16-2020

0000108417



Tab 5

RESOLUTION 2021-03

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT; DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Long Lake Ranch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Pasco County, Florida; and

WHEREAS, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District also desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at c/o DPFG Management & Consulting, LLC, 250 International Parkway, Suite 280, Lake Mary, Florida 32746.

SECTION 2. The District’s principal headquarters for purposes of establishing proper venue shall be located in Pasco County, Florida.

SECTION 3. The District’s local records office shall be located at 19037 Long Lake Ranch Boulevard, Lutz, Florida 33558.

SECTION 4. This Resolution shall take effect on December 1, 2020.

PASSED AND ADOPTED THIS 5th DAY OF NOVEMBER, 2020.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Tab 6

RESOLUTION 2021-04

A RESOLUTION OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A PUBLIC DEPOSITORY FOR FUNDS OF THE DISTRICT; AUTHORIZING CERTAIN OFFICERS OF THE DISTRICT TO EXECUTE AND DELIVER ANY AND ALL FINANCIAL REPORTS REQUIRED BY RULE, STATUTE, LAW, ORDINANCE OR REGULATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Long Lake Ranch Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to select a depository as defined in Section 280.02, *Florida Statutes*, which meets all the requirements of Chapter 280, *Florida Statutes*, and has been designated by the State Chief Financial Officer as a qualified public depository; and

WHEREAS, the District has had no District revenues and has therefore made no public deposits nor has the District heretofore delegated to a Treasurer, or to any other person, responsibility for handling public deposits; and

WHEREAS, the District, prior to making any public deposit, is required to furnish to the Chief Financial Officer its official name, address, federal employer identification number, and the name of the person or persons responsible for establishing accounts; and

WHEREAS, the Board, having organized by appointing a Treasurer and other officers, is now in a position to select a public depository and to comply with the requirements for public depositories; and

WHEREAS, the Board wishes to designate a public depository for District funds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

1. BankUnited, N.A., is hereby designated as the public depository for funds of the District.
2. In accordance with Section 280.17(2), *Florida Statutes*, the District’s Secretary is hereby directed to take the following steps:
 - a. Ensure that the name of the District is on the account or certificate or other form provided to the District by the qualified public depository in a manner sufficient to identify that the account is a Florida public deposit.
 - b. Execute the form prescribed by the Chief Financial Officer for identification of each public deposit account and obtain acknowledgement of receipt on the form from the qualified public depository at the time of opening the account.

- c. Maintain the current public deposit identification and acknowledgement form as a valuable record.
3. The District's Treasurer, upon assuming responsibility for handling the funds of the District, is directed to furnish the Chief Financial Officer annually, not later than November 30 of each year, the information required in accordance with Section 280.17(6), *Florida Statutes*, and otherwise take the necessary steps to ensure that all other requirements of Section 280.17, *Florida Statutes*, have been met.
4. The District Manager, Treasurer, and/or Assistant Treasurer are hereby authorized on behalf of the District to execute and deliver any and all other financial reports required by any other rule, statute, law, ordinance or regulation.
5. The Chairman, Vice Chairman, Treasurer, and Assistant Treasurers are hereby designated as authorized signatories for the operating bank account(s) of Long Lake Ranch Community Development District.
6. This Resolution shall take effect on December 1, 2020.

PASSED AND ADOPTED THIS 5th DAY OF NOVEMBER, 2020.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Tab 7

RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE LONG LAKE RANCH COMMUNITY DEVELOPMENT
DISTRICT AUTHORIZING AND APPROVING CHANGE OF
DESIGNATED REGISTERED AGENT AND REGISTERED
OFFICE.**

WHEREAS, the Long Lake Ranch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Pasco County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of records keeping and accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT:**

Section 1. Sarah R. Sandy is hereby designated as Registered Agent for the Long Lake Ranch Community Development District.

Section 2. The District's Registered Office shall be located at Hopping Green & Sams, P.A., 119 S. Monroe Street, Suite 300, Tallahassee, Florida 32301.

Section 3. In accordance with Section 189.014(1), *Florida Statutes*, the District’s Secretary is hereby directed to file certified copies of this resolution with Pasco County and the Florida Department of Economic Opportunity.

Section 4. This Resolution shall become effective on December 1, 2020.

PASSED AND ADOPTED THIS 5TH DAY OF NOVEMBER, 2020.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Tab 8

RESOLUTION 2021-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT DESIGNATING THE
DISSEMINATION AGENT OF THE DISTRICT AND
PROVIDING AN EFFECTIVE DATE**

WHEREAS, the Long Lake Ranch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Pasco County, Florida; and

WHEREAS, the District previously entered those certain Continuing Disclosure Agreements dated June 6, 2014, October 9, 2015, and November 4, 2016 for each respective series of bonds (together, the “CDA”), which contemplates that the District may appoint a Dissemination Agent by filing a written copy of such appointment with the Trustee (as defined in the CDA) and upon written acceptance of such designation by the appointed Dissemination Agent; and

WHEREAS, the Board desires to appoint and remove its Dissemination Agent under the CDA.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE LONG LAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. DPFPG Management & Consulting, LLC (“DPFG”) is hereby appointed as Dissemination Agent under the CDA effective December 1, 2020. This appointment supersedes any appointments of Dissemination Agent made by the Board prior to December 1, 2020. Evidence of DPFPG’s acceptance of such appointment is provided in that certain *Agreement between the Long Lake Ranch Community Development District and DPFPG Management & Consulting, LLC for District Management Services*, a copy of which can be requested from the District.

SECTION 2. This Resolution shall take effect on December 1, 2020.

PASSED AND ADOPTED this 5th day of November, 2020.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman
Board of Supervisors

Tab 9

FOURQUREAN WELL DRILLING

8920 South Mobley Road - Tampa FL 33626

Phone / Fax (813) 926-6600

DENNIS FOURQUREAN, OWNER

SWFWMD NO. 1369 / HC NO. 7193

"Family Owned and Operated Since 1965"

DATE: October 21, 2020

Page: 1 of 1

TO: LONG LAKE RANCH CDD
% RIZZETTA & CO.

RE: LONG LAKE AT PRIMROSE
SUNLAKE and ROSEATE DR

ATT: BRYAN RADCLIFF

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR THE FOLLOWING:

DESCRIPTION	UNIT	QTY	PRICE	TOTAL
7.5 HP 460 VOLT/3 PHASE SUBMERSIBLE PUMP MOTOR	EA	1	\$ 1,950.00	\$ 1,950.00
7.5 HP 90 GPM LIQUID END	EA	1	\$ 1,964.00	\$ 1,964.00
70 FT. 12-3 WG SUB CABLE	FT.	70	\$ 1.12	\$ 78.40
2" S/S CHECK VALVE	EA	1	\$ 156.00	\$ 156.00
2" X 12" NIPPLE	EA	1	\$ 17.50	\$ 17.50
PRESSURE GAUGE	EA	1	\$ 45.00	\$ 45.00
LABOR AND PUMP HOIST TO INSTALL	LS	1	\$ 1,000.00	\$ 1,000.00

TOTAL *ESTIMATED PRICE: \$ 5,210.90

We propose to furnish material and labor-complete in accordance with the specifications and prices.

Payment due in full upon completion.

Any alteration or deviation from above specifications involving extra costs will be become an extra charge over and above the estimate.

RESPECTFULLY SUBMITTED:

Dennis Fourqurean, Owner

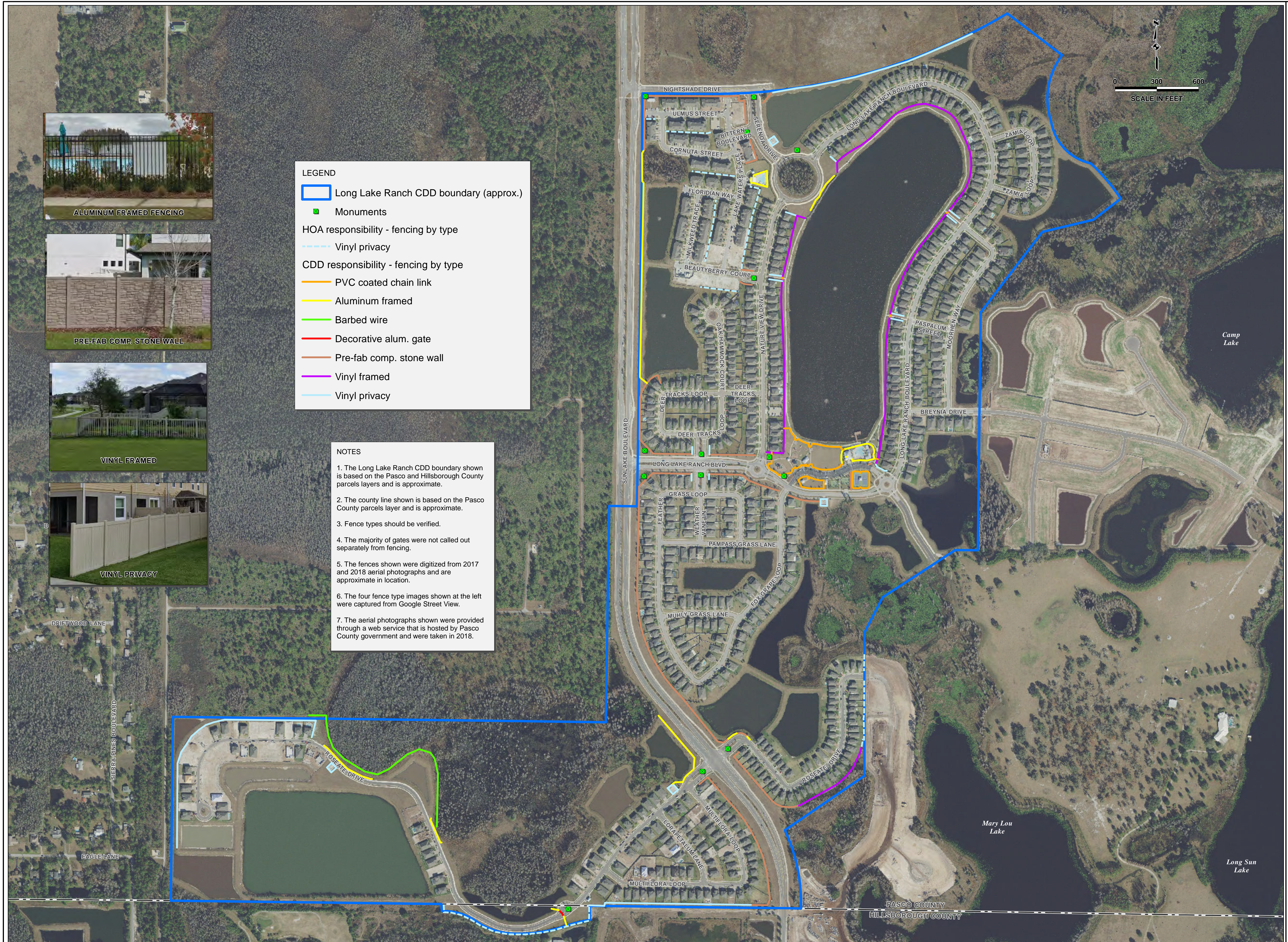
ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature: _____

Date: _____

Tab 10



Tab 11

NatureZone

Property Maintenance, LLC
1128 Windsor Way, Lutz, FL 33559
Kevin Tramel 813 - 758 - 3791
kevintramel@verizon.net

INVOICE

DATE: 10/17/2020
PROJECT: Foxtail Ridge Pressure Wash 2
INV. # 101720

VALUED CUSTOMER:
Foxtail Ridge HOA In Care Of:
Rizzetta and Company Inc.

PROJECT DESCRIPTION:

Pressure wash vinyl fence on Ulmus St. and pressure wash vinyl fence between Cornuta and Floridian Way.

[illegible]

TOTAL DUE UPON RECEIPT:	\$ 400.00
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We appreciate your business and look forward to working with you in the future.

Tab 12

**AGREEMENT BETWEEN THE
LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT AND
DPFG MANAGEMENT & CONSULTING, LLC FOR
DISTRICT MANAGEMENT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this 5th day of November, 2020, by and between:

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Pasco County, Florida, with a mailing address of c/o DPFG Management & Consulting, LLC, 250 International Parkway, Suite 280, Lake Mary, Florida 32746 (the “**District**”); and

DPFG MANAGEMENT & CONSULTING, LLC, a Florida limited liability company, with a mailing address of 250 International Parkway, Suite 280, Lake Mary, Florida 32746 (hereinafter “**Consultant**” and together with the District, the “**Parties**”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development Act of 1980, as codified in Chapter 190, *Florida Statutes* (the “**Act**”), and by ordinance adopted by the Board of County Commissioners of Pasco County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure;

WHEREAS, the District wishes to retain an independent contractor to provide professional district management services, all as more particularly described herein and in **Exhibit A**, which is incorporated herein by reference;

WHEREAS, Consultant represents and warrants to the District that it is qualified, capable and willing to provide such services and the District desires to enter into this Agreement with the Consultant for the same; and

WHEREAS, the District and Consultant warrant and agree that they have the right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. RECITALS. The recitals stated above are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. PURPOSE; SCOPE OF SERVICES: The purpose of this Agreement is for the Consultant to provide professional district management services to the District pursuant to the Act. A brief description of these services is provided below and a detailed description is provided in **Exhibit A** to this Agreement. The Consultant shall not commence providing the services to be performed pursuant to this Agreement and **Exhibit A** until December 1, 2020; provided however, prior to such date, at Consultant's own expense, Consultant may attend District Board meetings, consult with District staff and/or supervisors, and take such other actions as it deems necessary in order to effectively provide the services starting December 1, 2020.

A. Standard On-Going District Management Services ("Standard Services"). The Consultant shall provide the following Standard Services to the District pursuant to this Agreement:

1. **Management** – services include the conducting of one (1) two and one-half (2.5) hour board meeting per month, one (1) workshop per year, overall administration of District functions, and all required state and local filings, preparation of annual budget, purchasing and risk management;
2. **Administrative** - services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, *Florida Statutes*, and the District's adopted Rules of Procedure, preparation and delivery of agenda;
3. **Accounting** - services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity;
4. **Financial & Revenue Collection** - services include all functions necessary for the timely billing, collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments.
5. **Website Administration** - Consultant shall ensure that the District's website(s) remain in compliance with all applicable Florida law regarding the content and functionality.
6. **Dissemination Agent** - Consultant shall serve as the District's dissemination agent under any District continuing disclosure agreements.
7. **Field Management Services** – services include oversight of field services maintenance, including managing vendor contracts relating to District facilities and landscape/irrigation maintenance.

B. Time Frame. The Standard Services shall be provided on a monthly basis as detailed in this Agreement.

SECTION 3. ADDITIONAL SERVICES. In addition to the Standard Services described above, or in any addendum executed between the Parties, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services described herein or in Exhibit A, or necessary to carry out the services as described herein, as well as any changes in the scope requested by the District, will be considered additional services (“**Additional Services**”). Additional services must be authorized by the District prior to being provided by Consultant. Such Additional Services may include, but are not limited to:

A. Meetings: Extended meetings (beyond two and one-half (2.5) hours in length), continued meetings, special/additional meetings (not including annual budget workshop);

B. Financial Reports: modifications and certifications to special assessment allocation report; true-up analysis;

C. Bond Issuance Services: preparation of the special assessment allocation report, testimony at the required bond validation court hearing, certifications, closing documents and statutorily required mailings

D. Amendment to District boundary;

E. Grant Applications;

F. Escrow Agent;

G. Community Mailings, e.g. memos, notifications of rules changes, operations and maintenance assessment notices, etc.;

H. Extraordinary public records requests that are extensive in nature, as defined by District’s adopted Rules of Procedure, requiring significant effort to fulfill.

If any Additional Services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services. The Consultant shall undertake the additional services after the District has issued its written approval, as evidenced by a vote of the Board of Supervisors, of the description and fees for such services to the Consultant. All Additional Services will remain subject to the terms and conditions of this Agreement.

SECTION 4. LITIGATION SUPPORT SERVICES. Upon the District’s request, the Consultant shall prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving the subject matter of this Agreement. If the District requires or requests any litigation support services, the Consultant will provide a

detailed description of the services and fees for such services to the District for approval prior to beginning any litigation support services. The Consultant shall undertake the litigation support services after the District has issued its written approval of the description and fees for such services to the Consultant.

SECTION 5. ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES. These are services requested by third parties such as homeowners, realtors, investors or members of the media. Such services may include, but are not limited to, estoppel letters, bond prepayment processing, and litigation support. The third party requesting such services shall be responsible for the payment of any fees charged by Consultant for providing those services to the extent authorized by law and the District's Rules of Procedure.

SECTION 6. DISTRICT MANAGER. Throughout the term of this Agreement, Patricia C. Thibault shall serve as the District Manager for the District. If at any time Patricia C. Thibault shall no longer serve as Consultant's District Manager for the District pursuant to this Agreement, Consultant shall consult with the District's Board of Supervisors regarding the succeeding District Manager hereunder. Notwithstanding the prior sentence, both Parties acknowledge that Consultant shall be acting as an independent contractor under this Agreement and any District Manager provided by Consultant, including Patricia C. Thibault, is solely employees of Consultant and not employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise, all as further provided in Section 27 of this Agreement.

SECTION 7. TERM. The initial term of this Agreement commences on December 1, 2020, and continue until November 30, 2021 ("**Initial Term**"), unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall automatically renew for additional one-year terms ("**Renewal Terms**"), unless terminated pursuant to its terms. The Consultant acknowledges that the prices of this Agreement are firm and that the Consultant may change the prices only with the District's written consent, as evidenced by a vote of the District's Board of Supervisors.

SECTION 8. FEES AND EXPENSES; PAYMENT TERMS.

A. Fees and Expenses.

1. A schedule of fees for the services provided pursuant to this Agreement is attached hereto as **Exhibit B** to this Agreement, which is attached hereto and incorporated herein. The District shall pay the Consultant for the services it provides pursuant to this Agreement in accordance with the schedule of fees in **Exhibit B**. For purposes of the Consultant's compensation for services provided pursuant to this Agreement, the District shall compensate the Consultant only for those services provided under the terms of this Agreement.
2. Unless otherwise specified by this Agreement, the Consultant will invoice the District for the Consultant's services as soon as may be practicable in advance of each month and in the amounts set forth in **Exhibit B**. The fees for those services

which are not being requested at the time this Agreement is approved will be provided to the District at such time as those services are required and requested by vote of the Board of Supervisors. All invoices shall be due and payable by the District within thirty (30) days from the date of receipt of a correctly submitted invoice or as otherwise provided by the Prompt Payment Act, Chapter 218.70, *Florida Statutes*. Invoices not paid within thirty (30) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.

3. Fees for the first three (3) years (i.e., the Initial Term and two (2) Renewal Terms) of the Standard Services described in this Agreement are set forth in Exhibit B; thereafter, fees for the Standard Services may be negotiated annually by the Parties. Any amendment to Standard Services fees must comply with the amendment procedure in this Agreement and must be reflected in the adopted General Fund Budget of the District. The District's adoption of the General Fund Budget shall not constitute the District's consent for payment of any expenses or change in Agreement terms.
4. In the event the District authorizes a requested change in the scope of services, Consultant shall submit, in writing to the District, a request for a fee amendment corresponding to the change in services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Agreement. Such amendment must be validly executed by the Parties before Consultant is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.
5. For the purposes of this Agreement, an out-of-pocket expense is an unexpected expense that the Consultant or one of its subcontractors, if applicable, incurs during the performance of the Standard Services, as provided in this Agreement. Such out-of-pocket expenses are included in the fees shown in **Exhibit B**. Out-of-pocket expenses incurred in connection with the performance of Additional Services and Litigation Support Services will be subject to reimbursement at cost. These expenses include, but are not limited to, airfare, mileage, transportation/parking, lodging, postage, and copies.

B. Payment Terms.

1. **Standard Services.** Standard Services will be billed monthly as a fixed fee pursuant to the schedule shown in **Exhibit B**.
2. **Additional Services.** Additional Services will either be billed monthly at the Consultant's proposed hourly rate or per occurrence both as authorized by the District and negotiated by the Parties.

3. **Litigation Support Services.** Litigation Support Services will be billed monthly on an hourly basis for the hours incurred at the Consultant's proposed hourly rate, as authorized by the District and negotiated by the Parties.
4. **Out-of-Pocket Expenses.** Out-of-Pocket expenses not included under the Standard Services of the Consultant will be billed monthly as incurred.

SECTION 9. SUSPENSION OF SERVICES FOR NON-PAYMENT. Unless nonpayment is the fault of the Consultant, the Consultant shall have the right to suspend services being provided pursuant to this Agreement if the District fails to pay Consultant's invoices in a timely manner, which shall be construed as thirty (30) days from date of the invoice or as otherwise provided by the Prompt Payment Act, Section 218.70, *Florida Statutes*. Consultant shall notify the District, in writing, at least ten (10) days prior to suspending services.

SECTION 10. AMENDMENT. Amendments to, and waivers of, the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Consultant.

SECTION 11. RESPONSIBILITIES.

A. **District Responsibilities.** The District shall provide for the timely services of its legal counsel, engineer, and any other consultants, contractors, or employees, as required, for the Consultant to perform the duties outlined in this Agreement. Expenses incurred in providing this support shall be the sole responsibility of the District unless specified herein.

B. **Limitations of Responsibilities.** To the extent not referenced herein, and to the extent consistent with Section 190.006, *Florida Statutes*, Consultant shall not be responsible for the acts or omissions of any other Consultant or any of its subcontractors, suppliers, or of any other individual or entity performing services as part of this Agreement which are not under the control of the Consultant. Consultant shall not be liable for any damage that occurs from Acts of God, which are defined as those caused by windstorm, hail, fire, flood, hurricane, freezing, or other similar occurrences of nature.

SECTION 12. TERMINATION. This Agreement may be terminated as follows:

A. By the District for "good cause" immediately, which shall include, but is not limited to, misfeasance, malfeasance, nonfeasance, or dereliction of duties by the Consultant. Termination for "good cause" shall be effected by written (electronic) notice to Consultant.

B. By the Consultant for "good cause" immediately, which shall include, failure of the District to timely pay Consultant for services rendered in accordance with the terms set forth in this Agreement, malfeasance, nonfeasance, or dereliction of duties by the District, or upon request or demand by the Board, or any member thereof, for Consultant to undertake any action or implement a policy of the Board which Consultant deems unethical, unlawful, or in contradiction of any applicable federal, state, or municipal law or rule. Termination for "good cause" shall be effected by written (electronic) notice to District.

C. By the Consultant or District, for any reason, upon provision of a minimum of sixty (60) days written (electronic) notice of termination to the address noted herein.

D. Upon any termination of this Agreement, the Consultant shall be entitled to payment for all services rendered pursuant to this Agreement up until the effective date of the termination of this Agreement, subject to whatever claims or off-sets the District may have against the Consultant. Consultant will make all reasonable efforts to provide for an orderly transfer of the books and records of the District to the District or its designee.

SECTION 13. GENERAL TERMS AND CONDITIONS.

A. The Consultant and its officers, supervisors, staff, and employees shall use due care to protect the property of the District, its residents, and landowners from damage. The Consultant agrees to take steps to repair any damage resulting from the Consultant's activities and work pursuant to the Agreement within twenty-four hours (24) hours.

B. Dissolution or court declared invalidity of the District shall not relieve the District of compensation due for services theretofore rendered.

SECTION 14. APPLICABLE LAW AND VENUE. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF FLORIDA WITHOUT REFERENCE TO THE PRINCIPLES OF CONFLICT OF LAWS. EXCEPT FOR ACTIONS SEEKING INJUNCTIVE RELIEF (WHICH MAY BE BROUGHT IN ANY APPROPRIATE JURISDICTION), SUITS UNDER THIS AGREEMENT SHALL ONLY BE BROUGHT IN A COURT OF COMPETENT JURISDICTION IN THE COUNTY OF PASCO, STATE OF FLORIDA. THIS CHOICE OF VENUE IS INTENDED BY THE PARTIES TO BE MANDATORY AND NOT PERMISSIVE IN NATURE, AND TO PRECLUDE THE POSSIBILITY OF LITIGATION BETWEEN THE PARTIES WITH RESPECT TO, OR ARISING OUT OF, THIS AGREEMENT IN ANY JURISDICTION OTHER THAN THAT SPECIFIED IN THIS SECTION. EACH PARTY WAIVES ANY RIGHT IT MAY HAVE TO ASSERT THE DOCTRINE OF FORUM NON CONVENIENS OR SIMILAR DOCTRINE OR TO OBJECT TO VENUE WITH RESPECT TO ANY PROCEEDING BROUGHT IN ACCORDANCE WITH THIS SECTION.

SECTION 15. INDEMNIFICATION.

A. District Indemnification. To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, *Florida Statutes*), except to the extent caused by the negligence, reckless, and/or willful misconduct of the Consultant, the District agrees to indemnify, defend, and hold harmless the Consultant and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Consultant may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of

the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Consultant may be entitled and shall continue after the Consultant has ceased to be engaged under this Agreement.

B. Consultant Indemnification. The Consultant agrees to indemnify, defend, and hold harmless the District and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that the District may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the failure to perform under this Agreement or at law, or negligent, reckless, and/or intentionally wrongful acts or omissions of the Consultant. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District may be entitled and shall continue after the Consultant has ceased to be engaged under this Agreement. Additionally, nothing in this Agreement requires Consultant to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Consultant as jointly liable parties; however, Consultant shall indemnify the District for any and all percentage of fault attributable to Consultant for claims against the District, regardless of whether the District is adjudged to be more or less than 50% at fault.

C. Sovereign Immunity; Indemnification Obligations. Nothing herein shall be construed to waive or limit the District's sovereign immunity limitations of liability as provided in Section 768.28, *Florida Statutes*, or other applicable law. Indemnification obligations under this Agreement shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments as ordered.

SECTION 16. INSURANCE.

A. The District shall provide and maintain Public Official Liability and General Liability insurance policies, each in an amount not less than One Million Dollars (\$1,000,000.00) throughout the term of this Agreement.

B. The Consultant shall provide and maintain the following levels of insurance coverage at all times throughout the term of this Agreement:

1. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
2. General Liability Insurance with the limit of One Million Dollars (\$1,000,000.00) per each occurrence.
3. Professional Liability Insurance with limit of no less than One Million Dollars (\$1,000,000.00) per each occurrence.

4. Employment Practices Liability Insurance with limit of Two Million Dollars (\$2,000,000.00) per each occurrence.
5. Comprehensive Automobile Liability Insurance for all vehicles used by the Consultant's staff, whether owned or hired, with a combined single limit of One Million Dollars (\$1,000,000.00).

C. Except with respect to Professional Liability and Worker's Compensation insurance policies, the District and its officers, supervisors, staff, and employees will be listed as additional insureds on each insurance policy described above. None of the policies above may be canceled during the term of this Agreement (or otherwise cause the District to not be named as an additional insured where applicable) without thirty (30) days written notice to the District. Consultant will furnish the District with a Certificate of Insurance evidencing compliance with this section upon request. Insurance should be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

D. If the Consultant fails to secure or maintain the required insurance, the District has the right (without any obligation to do so) to secure such required insurance, in which event the Consultant shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 17. ASSIGNMENT. Neither the District nor the Consultant may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any assignment attempted to be made by the Consultant or the District without the prior written approval of the other party is void.

SECTION 18. COMPLIANCE WITH PUBLIC RECORDS LAWS. Consultant understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Consultant agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Consultant acknowledges that the designated public records custodian for the District is **Patricia Thibault ("Public Records Custodian")**. Among other requirements and to the extent applicable by law, the Consultant shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*, and the District's Rules of Procedure; 3) ensure that public records which are exempt or confidential and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the Agreement term and following the Agreement term if the Consultant does not transfer the records to the Public Records Custodian of the District; 4) follow the District's Records Request Policy; and 5) upon completion of the Agreement, transfer to the District or its designee, at no cost, all public records in Consultant's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Consultant, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to

the District in a format that is compatible with Microsoft Office products, Adobe PDF formats, or the other information technology systems of the District.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (312) 263-0132, OR BY EMAIL AT PATRICIA.COMINGS-THIBAUT@DPFG.COM, OR BY REGULAR MAIL AT 250 INTERNATIONAL PARKWAY, SUITE 280, LAKE MARY, FL 32746.

SECTION 19. NOTICES. All notices, requests, consents and other communications under this Agreement (“Notices”) shall be electronic or in writing and delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the District: Long Lake Ranch Community Development District
c/o DPGF Management & Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746
Attn: District Manager

With a copy to: Hopping Green & Sams, P.A.
119 South Monroe Street, Suite 300 (32301)
P.O. Box 6526
Tallahassee, FL 32314
Attn: District Counsel

If to the Consultant: DPGF Management & Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746
Attn: President

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above or delivered electronically with return receipt. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States Government shall not be regarded as business days. Counsel for the District and counsel for the Consultant may deliver Notice on behalf of the District and the Consultant, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

SECTION 20. EFFECTIVE DATE. This Agreement shall become effective upon execution by both the District and the Consultant, and shall remain effective until terminated by either the District or the Consultant in accordance with the provisions of this Agreement.

SECTION 21. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 22. AGREEMENT; CONFLICTS. This instrument, together with accompanying **Exhibits A and B**, shall constitute the final and complete expression of this Agreement between the District and the Consultant relating to the subject matter of this Agreement. To the extent of any conflict between this instrument and **Exhibits A and B** this instrument shall control.

SECTION 23. ENFORCEMENT OF AGREEMENT; PROTECTION AGAINST THIRD-PARTY INTERFERENCE. A default by either the District or the Consultant under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. In the event that either the District or the Consultant is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third-party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third-party to this Agreement.

SECTION 24. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Consultant and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement, express or implied, is intended or shall be construed to confer upon any person or corporation other than the District and the Consultant any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Consultant and their respective representatives, successors, and assigns.

SECTION 25. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Consultant shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, and ordinances. If the Consultant fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by a local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Consultant or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such

agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation of an alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.

SECTION 26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Consultant as an arm's length transaction. The District and the Consultant participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 27. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Consultant shall be acting as an independent contractor. Neither the Consultant nor employees of the Consultant are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Consultant agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Consultant in the performance of this Agreement. The Consultant shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Consultant shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 28. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 29. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties each intend to enter this Agreement, understand the terms set forth herein, hereby agree to those terms, and have executed this Agreement on the day and year first written above.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

WITNESS:

**DPFG MANAGEMENT &
CONSULTING, LLC**, a Florida limited
liability company

(Print Name)

By: _____

Its: _____

Exhibit A: Scope of Services
Exhibit B: Schedule of Fees

Exhibit A: Scope of Services

STANDARD ON-GOING SERVICES (“STANDARD SERVICES”): These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the District.

1. MANAGEMENT:

- A.** Attend and conduct all regularly scheduled and special Board meetings, Landowners’ meetings, continued meetings, hearings and workshops. Arrange for time and location and all other necessary logistics for such meetings, hearings, etc.
- B.** Ensure compliance with all statutes affecting the District, including but not limited to:
 - 1.** Certify Special District Update Form, submitted to the Special District Information Program, Department of Economic Opportunity each year.
 - 2.** Assign and provide Records Management Liaison Officer for reporting to the Department of Library and Archives
 - 3.** Provide contact person for the State Commission of Ethics for Financial Disclosure coordination, and fulfill the duties of Financial Disclosure Coordinator as provided pursuant to statute and the District’s Rules of Procedure.
 - 4.** Provide Form 1 Financial Disclosure documents for Board Members
 - 5.** Provide Form 1F Financial Disclosure documents for Resigning Board Members.
 - 6.** Monitor and supply Form 3A, Interest in Competitive Bid for Public Business as needed
 - 7.** Monitor and provide Form 8B, Memorandum of Voting Conflict for the Board.
 - 8.** Monitor and provide update on Creation Documents, including Notice of Establishment, to Department of Economic Opportunity and the County.
 - 9.** Maintain and file Disclosure of Public Financing and file with Department of Economic Opportunity and each residential developer.
 - 10.** Provide for a proposed budget for Board approval on or by June 15 of each fiscal year.
 - 11.** Provide copy of approved proposed budget to the County a minimum of 60 days prior to the public hearing on the budget.
 - 12.** Provide written notice to owners of public hearing on the budget and its related assessments.
 - 13.** Provide copy of the initial Public Facilities report to the County to be submitted in accordance with the statute.
 - 14.** Provide copy of an annual notice of any changes to the Public Facilities report to the County if changes are made.
 - 15.** Provide copy of the seven (7) year Public Facilities report update, based on reporting period assigned to the County it is located in.
 - 16.** File name and location of the Registered Agent and Office location annually with Department of Economic Opportunity and the County.
 - 17.** Provide for submitting the regular meeting schedule of the Board to County.
 - 18.** Provide District Map and update as provided by the District’s Engineer as needed to the Department of Economic Opportunity and the County

19. Provide legal description and boundary map as provided by District Engineer to the Supervisor of Elections
20. File request letter to the Supervisor of Election of the County for number of registered voters as of April 15, each year.
21. Provide for public records announcement and file document of registered voter data each June.
22. Update Board Member names, positions and contact information to the State Commission on Ethics annually.
23. Certify and file the Form DR 421, Truth in Millage Document with the Department of Revenue each tax year.
24. Properly notice all public meetings, in accordance with the appropriate Florida Statutes, including but not limited to, public hearings on assessments, the budget, establishment of rates, fees, or charges, rulemaking, uniform method of collection, and all other required notices of meetings, hearings and workshops.
 - a. Provide for the appropriate ad templates and language for each of the above.
25. Provide for instruction to Landowners on the Election Process and forms, etc.
26. Respond to Bond Holders Requests for Information.
27. Implement the policies established by the Board in connection with the operations of the District.

C. Assist in the negotiation of Agreements, as directed by the Board.

D. Advise the Board on the status of negotiations, as well as contract provisions and their impacts on the District and provide contract administration services.

E. Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.

F. Monitor certificates of insurance as needed per contract.

G. Answer Project Status Inquiries from Consultants Bonding Companies.

H. Provide an office location to handle and respond to written, phone or e-mail inquiries from the public.

2. ADMINISTRATIVE:

A. Prepare agendas for transmittal to Board of Supervisors and staff seven (7) days prior to Board of Supervisors' Meeting. Prepare meeting materials for other meetings, hearings, etc., as needed.

B. Provide accurate minutes for all meetings and hearings, including landowners' meetings.

C. Implement and maintain a document management system to create and save documents, and provide for the archiving of District documents.

1. Certify and file annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.

- D.** Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy. Fulfilling routine public records requests shall not result in additional charges to the District – see Additional Services for extraordinary public records requests.
- E.** Maintain "Record of Proceedings" for the district within the County which includes meeting minutes, agreements, resolutions and other records required by law.

3. ACCOUNTING:

A. Financial Statements

- 1.** Establish Fund Accounting System in accordance with federal and state law, as well as GASB and the Rules of the Auditor General. This includes the following:
 - i. Chart of Accounts
 - ii. Vendor and Customer Master File
 - iii. Report creation and set-up.
- 2.** Prepare monthly balance sheet, income statement(s) with budget to actual variances, including the following:
 - i. Cash Investment Account Reconciliations per fund
 - ii. Balance Sheet Reconciliations per fund
 - iii. Expense Variance Analysis
- 3.** Prepare and file Annual Public Depositor's Report and distribute to State Department of Insurance and Treasury.
- 4.** Prepare and file Public Depositor's and Indemnification Form on new accounts as needed.
- 5.** Manage banking relations with the District's Depository and Trustee.
- 6.** Prepare all other financial reports as required by applicable law and accounting standards, and bond trust indenture requirements.
- 7.** Account for assets constructed by or donated to the District for maintenance.
- 8.** On or before October 1st of every year prepare an annual inventory of all District owned tangible personal property and equipment in accordance with all applicable rules and standards.
- 9.** Provide Audit support to auditors for the required Annual Audit starting with the Annual Audit for Fiscal Year ending September 30, 2021, as follows:
 - i. Review statutory and bond indenture requirements
 - ii. Prepare Audit Confirmation Letters for independent verification of activities.
 - iii. Prepare all supporting accounting reports and documents as requested by the auditors
 - iv. Respond to auditor questions
 - v. Review and edit draft report
 - vi. Prepare year-end adjusting journal entries as required
- 10.** Provide for transmission of the Audit to the County and the Auditor General's Office of the State.

11. Provide and file Annual Financial Statements (FS. 218 report) by June 30th of each year.

B. Budgeting

1. Prepare budget and backup material for and present the budget at all budget meetings, hearings and workshops. The budget is to be done in accordance with state law standards, and consistent with applicable GFOA and GASB standards. Budget preparation shall include calculation of operation and maintenance assessments, which may include development of benefit methodology for those assessments.
2. File all required documentation to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction.
3. Prepare and cause to be published notices of all budget hearings and workshops.
4. Prepare all budget amendments on an ongoing basis. Assist in process to retain an auditor and cooperate and assist in the performance of the audit by the independent auditor.

C. Accounts Payable/Receivable

1. Administer the processing, review and approval, and payment of all invoices and purchase orders. Ensure timely payment of vendor invoices and purchase orders.
 - a. Manage Vendor Information per W-9 reports
2. Prepare monthly Vendor Payment Report and Invoicing Support for presentation to the Board of Supervisors for approval or ratification.
3. Maintain checking accounts with qualified public depository including:
 - a. Reconciliation to reported bank statements for all accounts and funds.
4. Prepare year-end 1099 Forms for Vendor payments as applicable.
 - a. File reports with IRS.

D. Capital Program Administration

1. Maintain proper capital fund and project fund accounting procedures and records.
2. Process Construction requisitions including:
 - a. Vendor Agreement completion status
 - b. Verify Change Orders for materials
 - c. Check for duplicate submittals
 - d. Verify allowable expenses per Bond Indenture Agreements such as:
 - i. Agreement Assignment
 - ii. Acquisition Agreement
 - iii. Project Construction and Completion Agreement
3. Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit and other information to dissemination agent (if other than manager) or directly to bond holders as required by Continuing Disclosure Agreements, annual/quarterly disclosure reporting, update etc.
4. Provide Asset Tracking for improvements to be transferred and their value for removal from District's Schedule of Property Ownership that are going to another local government.

5. Provide for appropriate bid and or proposal/qualification processes for Capital Project Construction.

E. Purchasing

1. Assist in selection of vendors as needed for services, goods, supplies, materials. Obtain pricing proposals as needed and in accordance with District rules and state law.
2. Prepare RFPs for Administrative Services as needed, such as audit services, legal services, and engineering services.
3. Prepare and process requisitions for capital expenses, in coordination with District Engineer.

F. Risk Management

1. Prepare and follow risk management policies and procedures.
2. Recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.
3. Process and assist in the investigation of insurance claims, in coordination with Counsel of the District.
4. Review insurance policies and coverage amounts of District vendors.
5. Provide for an update to the Schedule of Values of Assets owned by the District for purposes of procuring adequate coverage.
6. Maintain and monitor Certificates of Insurance for all service and Agreement vendors.

4. FINANCIAL AND REVENUE COLLECTION:

A. Administer Prepayment Collection:

1. Provide payoff information and pre-payment amounts as requested by property owners.
2. Monitor, collect and maintain records of prepayment of assessments.
3. Coordinate with Trustee to confirm semi-annual interest payments and bond call amounts.
4. Prepare periodic continuing disclosure reports to investment bankers, bond holder and reporting agencies.

B. Administer Assessment Roll Process:

1. Prepare annual assessment roll for collection of debt service and operations and maintenance assessments.
2. Update roll to reflect per unit and per parcel assessments based on adopted fiscal year budgets.
3. Verify assessments on platted lots, commercial properties or other assessable lands.
4. Convert final assessment roll to County Property Appraiser or Tax Collector format and remit to county.
5. Execute and issue Certificate of Non-Ad Valorem Assessments to County.

C. Administer Assessments for Off Tax Roll parcels/lots:

1. Maintain and update current list of owners of property not assessed via the tax roll.
2. Prepare and issue direct invoices for the annual debt service and operations and maintenance assessments.
3. Monitor collection of direct invoices and prepare and send delinquent/collection notices as necessary.

D. True-Up Analysis:

1. Annually compare current and un-platted lots to original development plan to ensure adequate collection of assessment revenue as necessary.
2. Prepare true-up calculations and invoice property owners for true-up payments as necessary.

5. WEBSITE ADMINISTRATION:

- A. Consultant shall, ensure that the District's website(s) remain in compliance with all applicable Florida law regarding the content and functionality of such website and provide for the long-term storage of all website content and email in compliance with all applicable Florida law for public entities regarding records retention.

6. DISSEMINATION AGENT:

- A. Consultant shall serve as the District's dissemination agent under any applicable continuing disclosure undertakings of the District, which shall include fulfilling all duties of the Dissemination Agent set forth in such continuing disclosure undertaking. The District current has three (3) Continuing Disclosure Agreements outstanding that must be reported under

7. FIELD MANAGEMENT SERVICES:

- A. Provide one (1) monthly landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape maintenance and irrigation contracts and one (1) monthly landscape maintenance inspection report, which shall be provided in the District's agenda package and include, among other things, recommended action items.
- B. Oversee the District's landscape maintenance contractor and arborist, including approving contractor monthly and weekly plans, validating work performed meets contract requirements, approving invoices from the vendors after determining that the goods or services were received in good condition, and confirming all landscaping meets District Landscape Standards including ensuring trees remain healthy and pruned/trimmed, dead trees are replaced quickly, all shrubs and flowers are kept healthy and replaced as needed, all sod remains healthy and is replaced quickly when needed, all mulched areas are kept clean of debris and trash and irrigation systems are fully functional;
- C. Managing the District's Landscape Maintenance RFP, as often as needed;
- D. Responsible for oversight of field services maintenance, including managing vendor contracts relating to the Common Areas;
- E. Negotiate purchasing and potential bidding of contracted services, process and manage work orders, as needed, and review all invoices.

- F.** Ensuring that outside vendors meet all contract terms and conditions as outlined, provide quality services, and evaluate their performance;
- G.** Supervise any staff hired by Consultant and/or contractors necessary to perform the maintenance management duties;
- H.** Oversee the District's aquatic plant maintenance contractor, including approving any invoices from the vendors after determining that the goods or services were received in good condition and consistently monitor all community ponds for algae and seepage/bank issues;
- I.** Oversee the District's contractors performing emergency repairs and other services, including approving any invoices from the vendors after determining that the goods or services were received in good condition and coordinate emergency repairs (e.g., broken sprinkler heads, etc.);
- J.** Oversee the Amenity Management personnel's performance of maintenance duties for the Amenity Facilities (the Amenity Management Services company shall be responsible for the day-to-day maintenance of the amenities as well as responsible for maintaining a presentable appearance of the amenities.);
- K.** Report professionally at each District Board meeting with monthly management report and with status of all repairs completed, and provide periodic suggestions of key items needed to enhance the community;
- L.** Survey all community light structures weekly and replace as needed or call utility provider for replacement of major community lights;
- M.** Monitor all roads for potholes or drainage issues, sidewalks, curbs, street signs, monuments, and informational signs, and report to the appropriate groups for repair;
- N.** Oversee and maintain community parks and dock;
- O.** Maintain and assess playground equipment for safety issues on a regular basis;
- P.** Assess and advise the District of any necessary repairs, extraordinary cleaning, or replacement items that may be required due to "normal wear and tear," "acts of God," or vandalism, and secure cost estimates for same;

ADDITIONAL SERVICES:

- 1. Meetings** - extended meetings (beyond 2.5 hours in length); continued meetings, special/additional meetings (not including annual budget workshop);
- 2. Financial Reports**
 - A.** Modifications and Certification of Special Assessment Allocation Report;
 - B.** True-Up Analysis;
 - a. Should certain modifications be made to a Special Assessment Allocation Report a review of the current platted and un-platted lots compared to the original development plan maybe be required to ensure adequate collection of assessment revenue.

3. Bond Issuance Services

A. Special Assessment Allocation Report;

1. Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
2. Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.
3. Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments

B. Bond Validation;

1. Coordinate the preparation of a Bond Validation Report which states the “Not-to-exceed” par amount of bonds to be issued by the District and present to board as part of the Bond Resolution.
2. Provide expert testimony at bond validation hearing in circuit court.

C. Certifications and Closing Documents;

1. Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Assessment Methodology Consultant.

D. Amendment to District boundary;

E. Grant Applications;

F. Escrow Agent;

G. Community Mailings e.g. memos, notifications of rules changes, operations and maintenance assessment notices, etc.

H. Extraordinary public records requests that are extensive in nature, as defined by District’s adopted Rules of Procedure, requiring significant effort to fulfill;

LITIGATION SUPPORT SERVICES: Prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving District issues.

ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES:

1. Issue estoppel letters as needed for property transfers

- A. Prepare estoppel letter reflecting current district assessment information as required for sale or transfer of residential or commercial property within the District.
- B. Issue lien releases for properties which prepay within in the District.

2. Bond prepayment processing

- A. Collect bond pre-payments, both short term and long-term bonds, verify amounts and remit to Trustee with deposit instructions.
- B. Maintain collection log showing all parcels that have pre-paid assessments.
- C. Prepare, execute and issue release of lien to be recorded in public records.

Exhibit B – Schedule of Fees

Standard Services: billed monthly pursuant to the following schedule:

Standard Service Description	Annual Fee ¹		
	Year 1 (Initial Term)	Year 2 (Renewal Term 1)	Year 3 (Renewal Term 2)
Management ²	\$19,250	\$19,250	\$19,900
Administrative	\$3,750	\$3,750	\$3,900
Accounting	\$17,500	\$17,500	\$18,000
Financing and Revenue Collection & Assessments	\$4,000	\$4,000	\$4,100
Website Administration	\$3,000	\$3,000	\$3,100
Dissemination Agent	\$4,000	\$4,000	\$4,100
Field Management	\$5,000	\$5,000	\$5,000
Collaborative Incentive Bonus ³	(\$2,000)	(\$2,000)	(\$2,000)
TOTAL	\$54,500	\$54,5000	\$56,100

¹The Initial Term shall be billed pursuant to the fees provided for Year 1. The first and second Renewal Terms will be billed pursuant to the fees provided for Year 2 and Year 3, respectively. Any Renewal Terms thereafter shall be billed pursuant to the fees provided for Years 2 through Year 3, unless otherwise agreed to by the Parties as provided for in the Agreement. Includes administrative fee or fixed miscellaneous fees to cover all supplies or services to support District Management; except office expenditures for mass mailings, notices, overnight delivery, and reproduction costs in excess of \$50.00 will be billed to the District at cost. Agenda packages in paper (production, printing, binding, delivery) will be billed to the District at cost (approx. \$60 per meeting).

² Meetings will include as many agenda items as the Board or Committee can realistically cover in the time allocated. Time allocation for specific issues may vary – some topics can be completed quickly; others will need extra time for discussion. As a general guideline, DPFG will bill for meeting time based on an hourly rate of \$175 per meeting for each hour in excess of 2.5 hours.

³ Provided for the duration in which the District also engages Vesta Property Services, Inc. for its Amenity Management Services contract.

Additional Services:

Extended and Continued Meetings	Hourly	\$ 175 per meeting for each hour in excess of 2.5 hours.
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to Special Assessment Allocation Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing	Per Occurrence	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Community Mailings	Per Occurrence	Upon Request

Response to Extensive Public Records Requests Requiring Significant Effort to Fulfill	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

Additional Third-Party Services:

Pre-Payment Collections/Estoppel/Lien Releases:

Lot/ Home owner

Per Occurrence

Upon Request

Bulk Parcel(s)

Per Occurrence

Upon Request

Tab 13

**AGREEMENT BETWEEN LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT AND VESTA PROPERTY SERVICES, INC.
FOR AMENITY FACILITY MANAGEMENT AND MAINTENANCE SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into as of the 5th day of November, 2020, by and between:

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Pasco County, Florida, whose mailing address is 250 International Parkway, Suite 280, Lake Mary, Florida 32746 (the “**District**”), and

VESTA PROPERTY SERVICES, INC., a Florida corporation, with offices located at 245 Riverside Avenue, Suite 250, Jacksonville, Florida 32204 (“**Contractor**”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including but not limited to a clubhouse, swimming pool facilities, other recreation facilities, and common area (collectively, “**Facilities**”); and

WHEREAS, the District intends to provide for the operation and maintenance of the Facilities; and

WHEREAS, Contractor has a background in the management and maintenance of recreation facilities and other common areas and is capable and willing to provide such management and maintenance services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into this Agreement with Contractor to manage and/or maintain the Facilities and common areas and to provide other services as described in this Agreement and included in the Scope of Services attached hereto as **Exhibit A** and incorporated herein by reference (collectively, “**Services**”).

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

2. ENGAGEMENT OF SERVICES. The District agrees to engage Contractor to provide the Services. This Agreement grants to Contractor the right to enter and use the Facilities for the purposes and uses described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations while performing its obligations under this Agreement. The Contractor shall not commence providing the services to be performed pursuant to this Agreement

and **Exhibit A** until December 1, 2020; provided however, prior to such date, at Consultant's own expense, Consultant may attend District Board of Supervisors' ("**Board**") meetings, consult with District staff and/or supervisors, and take such other actions as it deems necessary in order to effectively provided the Services starting December 1, 2020.

3. SCOPE OF SERVICES. Contractor shall provide the Services in accordance with the terms of this Agreement and as all further described in the attached **Exhibit A**:

A. Management. Contractor shall provide a full-time, onsite District Coordinator/Maintenance ("District Coordinator") who shall be responsible for general management, operation, and maintenance of the Facilities.

B. Staffing. Contractor shall provide a part-time, hourly Clubhouse Attendant.

C. Changes in Services. Should the District modify its staffing requirements related to the Services provided by Contractor under this Agreement, Contractor shall provide a revised proposal that reflects such modifications, whether they would result in a net increase or net decrease in the staffing requirements and/or in its corresponding compensation for the Services under this Agreement. If such revised proposal is accepted by the District, this Agreement, including any adjustments in the compensation, shall be amended accordingly as further provided hereunder.

4. COMPENSATION. Contractor shall be compensated for providing the Services described in Section 3 of this Agreement in accordance with the following terms:

A. Managerial Services. Contractor shall provide the Management Services described in Section 3.A. at the following rates:

- i.** For Year 1 (hereinafter defined): Sixty-Nine Thousand Seven Hundred Eighty-Seven Dollars (\$69,787.00);
- ii.** For Year 2 (hereinafter defined): Seventy-One Thousand Five Hundred Thirty-Two Dollars (\$71,532.00);
- iii.** For Year 3 (hereinafter defined): Seventy-Three Thousand Six Hundred Seventy-Eight Dollars (\$73,678.00);
- iv.** For any hours the District Coordinator is required to work pursuant to this Agreement but are, in fact, not worked, the District shall be entitled to a credit based on applicable hourly rates provided in **Exhibit B**.

B. Staffing Services. Contractor shall provide Staffing Services described in Section 3.B. at the following rates:

- i. For Year 1: Fifteen Thousand Eight Hundred Eight Dollars (\$15,808.00);
- ii. For Year 2: Sixteen Thousand Two Hundred Eighty-Two Dollars (\$16,282.00);
- iii. For Year 3: Sixteen Thousand Eight Hundred Fifty Dollars (\$16,850.00);
- iv. For any hours a Clubhouse Attendant is required to work pursuant to this Agreement but are, in fact, not worked, the District shall be entitled to a credit based on applicable hourly rates provided in **Exhibit B**.

C. Compensation Amendments. Contractor acknowledges the prices of this Agreement are firm and that Contractor may change the prices only with the District's written consent, as evidenced by a vote of the District's Board. Notwithstanding the prior sentence, should a mandatory minimum wage increase be implemented by the State of Florida ("State") during Year 2 or subsequent Renewal Terms of this Agreement, Contractor may submit, in writing to the District, a request for a fee amendment corresponding to such an increase and the District's Board shall, in good-faith, consider such proposal at its next Board meeting.

D. Mileage Expenses. The District shall reimburse Contractor for mileage expenses incurred due to conducting District business with either a Contractor-owned vehicle or a personal-owned vehicle (rather than a District-owned vehicle.) Such allowed mileage reimbursement shall include travel conducted within the District's property and/or offsite travel to procure supplies needed for the District. Reimbursement rates shall be determined per the Internal Revenue Services ("IRS") guidelines and there shall be no "mark-up" of the expense by Contractor, who shall document the mileage expenses with appropriate back-up information such as mileage figures for each trip.

C. Invoices. Contractor shall invoice the District monthly for its services. Contractor shall provide, upon request, copies of employee payroll reports documenting the total hours worked. The District shall pay invoices within thirty (30) days of receipt of a correctly submitted invoice or as otherwise provided by the Prompt Payment Act, Chapter 218.70, *Florida Statutes*.

5. TERM. The initial term of this Agreement commences on December 1, 2020, and continues until November 30, 2021 ("**Year 1**"), unless terminated earlier by either part in accordance with the provisions of this Agreement. This Agreement shall automatically renew for additional one-year terms ("**Renewal Terms**"), unless terminated pursuant to its terms. If renewed, the first Renewal Term shall be from December 1, 2021, and continues until November 30, 2022 ("**Year 2**") and the second Renewal Term shall be from December 1, 2022, and continues until November 30, 2023 ("**Year 3**").

6. GENERAL PROVISIONS.

A. It is understood and agreed that at all times the relationship of Contractor and its employees, agents, or anyone directly or indirectly employed by Contractor to the District is the relationship of an independent contractor and not that of an employee, agent, joint-venturer, or partner of the District. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the District and Contractor or any of its employees, agents, or anyone directly or indirectly employed by Contractor. The parties acknowledge that Contractor is not an employee for state or federal tax purposes. Contractor shall hire and pay all of Contractor's employees, agents, or anyone directly or indirectly employed by Contractor, all of whom shall be employees of Contractor and not employees of the District and at all times entirely under Contractor's supervision, direction, and control.

In particular, the District will not: i) withhold FICA (Social Security) from Contractor's payments; ii) make state or federal unemployment insurance contributions on Contractor's behalf; iii) withhold state or federal income tax from payment to Contractor; iv) make disability insurance contributions on behalf of Contractor; or v) obtain Workers' Compensation insurance on behalf of Contractor.

B. Contractor shall promptly respond to any and all emergencies or problems related to the Facilities or District property, and shall report to the District Manager all known problems related to the Facilities or District property within seventy-two (72) hours.

C. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor.

D. Contractor shall provide, at no additional cost to the District, company uniforms to all personnel providing the Services. Contractor understands and agrees that office supplies shall be provided by the District in an amount not to exceed the District's adopted budget for such items, and should additional office supplies be needed, Contractor shall submit a written request to the District, and the District may approve or deny such request in its sole discretion.

E. Residents shall pay the applicable hourly rate for Coordinator and/or Clubhouse Attendants for temporary staffing services, such as after-hours private birthday parties and private facility rentals, the total price for which shall be due to Contractor prior to the commencement of such services.

F. Contractor shall provide use of its Food and Beverage, Alcohol and Catering Licenses for District Events at no additional charge to the District.

G. Contractor shall provide assistance in the development and execution of a marketing and communications plan and periodic community surveys at no additional charge to the District.

H. Contractor shall provide assistance in managing and administering the District's website and newsletters to ensure prompt, convenient and accurate information is published at no additional charge to the District.

I. Contractor shall secure "preferred pricing" from vendors when possible, at no additional charge to the District.

J. At the discretion of the District, Contractor may be provided and use a District-issued debit card and/or credit card to make purchases on behalf of the District for District-related business, within certain purchase limits defined by the District. If the District shall prefer instead to have Contractor make such purchases and then seek reimbursement by the District, the District agrees to reimburse Contractor for any sales taxes levied on such purchases, as well as reimburse Contractor for processing the payment and submitting for reimbursement to the District. The reimbursement fee to Vesta shall be equal to 5% of the total expense.

K. Every attempt shall be made by Contractor to conduct periodic training and development of the on-site Contractor employees while on the District's property; however, on some occasions an employee may need to leave for training, appropriate certification classes, etc. that are conducted elsewhere besides on the District's property. Such absences shall be conducted in a manner that results in minimal-to-no impact on Contractor's day-to-day management of the District's amenities. Should such absences result in a shift not being covered by other Contractor staff, Contractor shall provide a commensurate credit to the District as further provided herein.

L. Contractor's on-site employees shall earn appropriate Paid Time Off ("PTO") benefits (such as vacation and "sick time") from Contractor, consistent with Contractor's standard policies and industry norms. Vesta shall ensure that appropriate operational support shall be provided to its on-site staff in the absence of the on-site Coordinator who is utilizing his or her PTO benefits. This shall be accomplished by Contractor's scheduling of appropriately trained and supervised on-site staff and every attempt shall be made by Contractor to adequately cover such absences.

M. In the event of an unexpected or unforeseen absence by on-site staff, every attempt shall be made by Contractor to provide alternate staffing and avoid any disruption of its amenity management services. However, staffing replacements cannot be reasonably guaranteed in each and every instance, due to either a lack of prior notice being provided to Contractor management and/or a lack of availability of suitable, local staffing substitutes. Should such absences result in a shift not

being covered by other Contractor staff, Contractor shall provide a commensurate credit to the District as further provided herein.

N. To the extent that any other terms provided in **Exhibit A** conflict with the terms of this Agreement, the terms of this Agreement shall control.

7. CARE OF THE PROPERTY. Contractor shall use all due care to protect the property of the District, its residents, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to diligently begin repairs of any damage resulting from the Services within twenty-four (24) hours, and complete such repairs as soon as possible thereafter. Any such repairs shall be at Contractor's sole expense, unless otherwise agreed, in writing, by the District.

8. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In providing the Services, Contractor shall use approved and effective chemicals and cleaning agents in strict compliance with state and federal environmental guidelines. Further, Contractor shall take any action necessary to promptly comply with any and all orders or requirements affecting the Facilities placed thereon by any governmental authority having jurisdiction. However, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event within more than seventy-two (72) hours notify the District in writing of all such orders or requirements.

9. INVESTIGATION AND REPORT OF ACCIDENTS/CLAIMS. Contractor shall promptly, and in no event within more than seventy-two (72) hours, provide a written report to the District Manager documenting all accidents, injuries or claims for damage relating to the Facilities or related to the Services, including any damage or destruction of property, and shall cooperate and make any and all reports required by any insurance company, law enforcement agency or the District in connection therewith, unless the District's Board expressly directs Contractor otherwise, in writing.

10. TERMINATION. The District shall have the right to terminate this Agreement at any time upon written notice due to Contractor's failure to perform in accordance with the terms of this Agreement, or upon thirty (30) days' written notice without cause. Contractor shall have the right to terminate this Agreement upon sixty (60) days' written notice to the District stating a failure of the District to perform in accordance with the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. In the event either party terminates this Agreement, Contractor agrees to accept the balance due and owing to it at the effective date of termination for the work performed up to that date. Upon termination, the parties shall account to each other with respect to all matters outstanding as of the effective date of termination. Furthermore, upon termination, the District agrees not to employ or otherwise contract with Contractor's District Coordinator for one (1) year from the effective date of termination and/or the expiration of this Agreement.

11. INSURANCE.

A. Contractor shall maintain throughout the term of this Agreement the following insurance:

i. Workers' Compensation Insurance in accordance with the laws of the State of Florida.

ii. Commercial General Liability Insurance with limits of \$1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and \$1,000,000 (one million dollars) for loss or damage to property in any one occurrence.

iii. Employer's Liability Coverage with limits of \$250,000 (two hundred fifty thousand dollars).

iv. Professional Liability Insurance with limits of \$1,000,000 (one million dollars).

B. The District and its staff, consultants, and supervisors shall be listed as certificate holders and additional insured parties on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement.

12. INDEMNIFICATION.

A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

B. Contractor will indemnify, save, and hold the District harmless and shall defend the District from all loss, damage, or injury, including all judgments, liens, liabilities, debts, and obligations resulting directly from the negligent or intentional acts or omissions of Contractor's officers, directors, agents, assigns, or employees, which cause harm to persons or property, specifically including but not limited to all acts or omissions of Contractor's officers, directors, agents, assigns, or employees.

13. DEFAULT AND PROTECTION AGAINST THIRD-PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third-party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third-party to this Agreement.

14. ENFORCEMENT OF AGREEMENT. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegals' fees, and costs for trial, alternative dispute resolution, or appellate proceedings.

15. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties hereto relating to the subject matter of this Agreement.

16. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both parties hereto.

17. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both parties hereto, both parties have complied with all the requirements of law, and both parties have full power and authority to comply with the terms and provisions of this Agreement.

18. NOTICES. All notices, requests, consents, and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the parties, as follows:

- A. If to Contractor:** Vesta Property Services, Inc.
245 Riverside Avenue, Suite 250
Jacksonville, Florida 32204
Attn: Dan Fagen
- B. If to District:** Long Lake Ranch Community
Development District
250 International Parkway, Suite 280
Lake Mary, Florida 32746
Attn: District Manager
- With a copy to:** Hopping Green & Sams PA
119 South Monroe Street, Suite 300
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify

the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

19. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the parties hereto, and no right or cause of action shall accrue upon or by reason of or for the benefit of any third-party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

20. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

21. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Pasco County, Florida.

22. EFFECTIVE DATE. This Agreement shall be effective after execution by both the District and Contractor and shall remain in effect until 11:59 p.m. on September 30, 2021, unless terminated earlier in accordance with this Agreement.

23. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is Patricia Comings-Thibault ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (312) 263-0132, OR BY EMAIL AT PATRICIA.COMINGS-THIBAUT@DPFG.COM, OR BY REGULAR MAIL AT 250 INTERNATIONAL PARKWAY, SUITE 280, LAKE MARY, FL 32746.

24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

25. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

26. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

27. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

28. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third-party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

29. SCRUTINIZED COMPANIES STATEMENT. Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is

now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

[Signatures on next page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

WITNESS:

VESTA PROPERTY SERVICES, INC.

By: _____

By: _____
Its: _____

Exhibit A: Scope of Services

Exhibit B: Hourly Rates

EXHIBIT A

AMENITY MANAGEMENT – SCOPE OF SERVICES

A. General Management

- A. Provide professional management and oversight to perform the services set forth in this Scope of Services (“Scope”);
- B. Upon request of the District Board of Supervisors’ (“Board”) or District staff, attend meetings in-person or via telephone to provide any updates or address concerns;
- C. Respond promptly to any Board member’s communications regarding questions or concerns related to this Scope;
- D. Administer the recruitment, hiring, training, oversight, and evaluation of facility operations, maintenance, and pool personnel;
- E. Record visits to the District in a log with date and time entries; and
- F. Provide weekly personnel activity reports regarding facility operations, maintenance activities, and pool attendants to the Board of Supervisors.

B. Facility Management.

- a. Manage all maintenance and recreation operations for the District;
- b. Manage the staff provided by Contractor and ensure mission completion;
- c. Oversee and ensure continuous and consistent communications for residents (including upcoming parties, board meetings, property issues, and other questions and concerns);
- d. Manage and execute the maintenance and recreation budget adopted by the District Board and provide monthly update on all activities;
- e. Ensure amenity center is kept in pristine condition for residents at all times;
- f. Report any major issues or cost overruns promptly to the District Manager or the District Board Chair;
- g. Ensure all subcontracts and outside vendor maintenance contracts are executed and managed as described (including but not limited to pool cleaning, security, lake maintenance, and landscape maintenance);
- h. Oversee the community landscape contract and aquatic maintenance contract, and ensure that the outside contractors meet all terms and conditions as outlined;
- i. Consistently monitor all community ponds for algae and seepage/bank issues and monitor all water fountains in lakes, and report any issues to the District Manager;
- j. Coordinate major repairs and retain related documentation;
- k. Supervise and schedule all onsite staff provided by Contractor;
- l. Administer the card access program for residents, guests and others using the District’s Facilities;
- m. Manage event rentals, including calendar, rental forms, and security deposits;
- n. Enforce the District’s policies, rules and regulations of the facilities, including administering temporary suspensions of privileges to use the Facilities;
- o. Respond to and document incidents that occur at the Facilities;

- p. Present professional updates at each District board meeting to include expenditures, key issues, suggestions for improvements, etc.;
- q. Train all staff to treat residents with respect;
- r. Display flexibility in handling after hours emergency calls;
- s. Have expansive knowledge with Microsoft Word, Excel and Power-Point;
- t. Have at least 2 years of management experience in a similar environment or community atmosphere;
- u. Have a flexible schedule and be available to oversee parties or events at the District's facilities and ensure facilities are cleaned and returned to pre-event or party state. If applicable, facility management will document the reasons for withholding all or a part of a security deposit for damages, failure to clean, or any other reason;
- v. Monitor the security cameras;
- w. Perform set up and clean-up of District facilities used for parties or events and for all Board meetings
- x. Shall order all necessary supplies to complete required tasks for District maintenance, including routine cleaning equipment. In the event that special services be required, and after approval by the Board, such special services will be provided by a third-party contractor and related expenses shall be billed to the District; and
- y. Shall solicit at least three (3) separate quotes for vendor contracts and negotiate the same.

C. Maintenance Duties.

- a. Maintain amenity center and other community properties, etc.; complete minor repairs to the clubhouse for plumbing, electrical, interior and exterior painting, fence paint touchup, clean gutters, and power washing fences and sidewalks;
- b. Responsible for routine repairs and upkeep to all facilities parking areas, monuments, common area, clubhouse, mail pavilion, community park(s), dock, playground equipment, tennis courts and basketball courts, etc.;
- c. Repair equipment as able and promptly report the need for any repairs not able to be performed by staff;
- d. Monitor condition of all doors, adjoining fencing and gates and resolve any problems, either through repairs or adjustments or securing services of door/gate contractor;
- e. Control cobwebs and prevent other debris from accumulating on exterior walls, amenity center fences and gates, lake deck and lake walking bridge. Control ants and bees in common areas beside the clubhouse, playground and pavilions;
- f. Check, repair, and replace all exterior and interior lighting and replace air conditioner filters as needed (Contractor shall be reimbursed by the District for the purchase of replacement light bulbs and air conditioning filters upon presentation of support for such reimbursement to the District's satisfaction);
- g. Check and assess conditions of roads, parking lot, sidewalks, curbs, street signs, monuments, and informational signs;

- h. Pressure wash all pool decks, monuments, hardscape, curbs, sidewalks, sports courts and clubhouses at least twice per year, or more often if needed;
- i. Swimming Pool Decks: blow off entire pool deck, arrange furniture, clean outdoor furniture, empty and clean all waste receptacles, adjust umbrellas, clean BBQ grill(s), and inspect bathrooms, and clean and refill supplies as needed;
- j. Parking Lot and Amenity Center sidewalks: blow off debris;
- k. Pick up trash and empty waste receptacles around District property, including empty waste receptacles and pick up debris around all entrances, picnic areas, swimming pool decks, parks, playgrounds, sports courts, doggie stations, sidewalks/landscaping around clubhouses.
- l. Attend to Doggie Stations; replace bags as necessary and clean outside of trash bins and lids (or manage subcontractor performing such services);
- m. Assess and advise the Facility Manager of any necessary repairs, extraordinary cleaning, or replacement items that may be required due to “normal wear and tear,” “acts of God,” or vandalism, and secure cost estimates for same;
- n. Clean all bathrooms, including the bathrooms at both pools and the park pavilion, at least two (2) times per week. Bathroom cleaning includes but is not limited to, all toilets, bases behind toilets, urinals, stalls, counters, mirrors, sinks, baby stations and floors. Paper products shall be replaced as needed; and
- o. Routine cleaning of District facilities, including:
 - i. vacuuming carpet and spot-treating stains as needed;
 - ii. dusting window ledges and blinds, furniture, baseboards, countertops and lights;
 - iii. cleaning all windows, including window ledges and blinds;
 - iv. cleaning all BBQ grills, picnic tables, and water fountains; and
 - v. organizing storage closets, including proper storage and labeling of all equipment and cleaning supplies.
- p. Maintain and manage preventative maintenance records, inventories, purchases, warranties, regular maintenance and inspections for the Facilities, as needed including fire inspections, pest control, mechanical systems, and security alarms;
- q. Oversee maintenance and operation of the security systems and structures installed at the Facilities, and respond to calls and other items from the security provider.

D. Pool Monitors/Facility Attendants.

- a. Support Facility Management in all of its duties;
- b. Open the clubhouse and prepare it for resident use in the morning, turn music on and off at the beginning and close of each day, close the clubhouse at the end of the day and prepare it for opening the next day, lock all doors at the end of the day and set the alarm;
- c. Monitor resident use of amenity; when more than one employee is on-duty, one employee shall remain in the amenity at all times during normal hours of operation;
- d. Monitor the pool area, clubhouse and playground and conduct random checks daily to ensure non-patrons are not using the amenities;
- e. Set up amenity center as requested for all events or meetings;

- f. Engage confrontational residents and report issues to the Facility Manager or to the Pasco County Sheriff, as appropriate; and
- g. Notify the Facility Management of repairs, as needed.

Exhibit B

Hourly Rates

POSITION	DETAILS	Year 1	Year 2	Year 3
District Coordinator	<u>Full Time/Hourly</u> (40 hrs./week)	\$33.55/hr.	\$34.39/hr.	\$35.42/hr.
Clubhouse Attendant	<u>Part Time/Hourly</u> (16 hrs./week)	\$19.00/hr.	\$19.55/hr.	\$20.25/hr.

Tab 14

PROPOSAL FOR DISTRICT ACCOUNTING SERVICES

Rizzetta to provide incumbent District Accounting Support for **Long Lake Ranch Community Development District** to complete 2019 – 2020 Financial Audit after District Management Contract termination date:

Accounting Fees: \$2,000

Payment must be made prior to transition to new District Management company (November 30th, 2020).

ACCEPTED BY:

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST:

Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name



Rizzetta & Company

Tab 15



Securiteam Inc.
Phone: (813) 909-7775
13745 N. Nebraska Ave
Tampa, FL 33613

Quote
No.: 10051
Date: 10/12/2020

Prepared for:

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558 USA

Prepared by: Chris Beck
Account No.: 10499
Phone: (813) 406-4423

Quantity	Item ID	Description	UOM	Discount	Sell	Total
1	BCD102SD-ELVS-9I5-16T-16	Entry Level 1U 2-Bay Rackmount Video Recording Server - Core i5-9500 - 16TB	EA	\$0.00	\$4,250.00	\$4,250.00
Server comes with a 5 year next business day warranty.						
5.00	Service Labor - Additional Hrs	Service Labor - Additional Hrs	HR	\$0.00	\$95.00	\$475.00

Your Price: \$4,725.00

Total: \$4,725.00

Prices are firm until 10/26/2020 Terms: Net 30

Prepared by: Chris Beck, chrisb@mysecuriteam.com

Date: 10/12/2020

Accepted by: _____

Date: _____

TAB 16



Securiteam Inc.
Phone: (813) 909-7775
13745 N. Nebraska Ave
Tampa, FL 33613

Quote
No.: 10057
Date: 10/20/2020

Prepared for:

Long Lake Ranch CDD
19037 Long Lake Ranch Blvd
Lutz, FL 33558 USA

Prepared by: Chris Beck
Account No.: 10499
Phone: (813) 406-4423

Quantity	Item ID	Description	UOM	Discount	Sell	Total
1	SD-996C-NUQ	UNIVERSAL DOOR STRIKE, 12-24VDC, FAIL SAFE/FAIL SECURE UNIVERSAL DOOR STRIKE, 12-24VDC, FAIL SAFE/FAIL SECURE	Eac	\$0.00	\$171.50	\$171.50
2	SD-6276-SSVQ	Enforcer Illuminated Request Exit to button with timer http://www.seco-larm.com/pdfs/PI-SD-6x73-SSxQ.pdf Enforcer Illuminated Request Exit to button with timer <i>Piezoelectric pushbuttons for indoor or outdoor use IP65 . No moving parts for heavy duty use. LED ring around button changes from green to red or red to green when the button is pressed. Timed or toggle output. SD-6176-SSVQ and SD-6276-SSVQ include separate manual override button for use in case of a power failure to the pushbutton.</i>	ea	\$0.00	\$89.98	\$179.96
1	S2-MNP-MP	MicroNode Expansion Node with Mounting Plate https://www.s2sys.com/sites/default/files/S2-MicroNode-Plus-Datasheet_0.pdf MicroNode Expansion Node with Mounting Plate <i>The S2 NetDoor MicroNode brings new levels of convenience and capability to access control systems two card readers four inputs four outputs and one temperature point - all housed in a 7-inch square package. Beyond its convenient size is the fact that the S2 NetDoor can be powered by a standard 12 VDC supply or Power-over-Ethernet PoE</i>	EA	\$0.00	\$1,600.00	\$1,600.00
4.00	Service Labor - Additional Hrs	Service Labor - Additional Hrs	HR	\$0.00	\$95.00	\$380.00

Your Price: **\$2,331.46**

Total: **\$2,331.46**

Prices are firm until 11/3/2020 Terms: Net 30

Prepared by: Chris Beck, chrisb@mysecuriteam.com

Date: 10/20/2020

Accepted by: _____

Date: _____

TAB 17

RESOLUTION 2021-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT ADOPTING AMENDED AND RESTATED RULES AND REGULATIONS REGARDING RECREATIONAL FACILITIES AND PARKING, AMENITY RATES AND SUSPENSION AND TERMINATION POLICIES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Long Lake Ranch Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Pasco County, Florida; and

WHEREAS, Chapters 120 and 190, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and defray costs of operation and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the District is authorized by Section 190.012(2), *Florida Statutes*, to provide for the operation of recreational facilities and security for the same, which authorization includes contracting with a towing operator provided that the District follows the authorization and notice and procedural requirements in Section 715.07, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the *Recreational Facilities and Parking Rules & Regulations* (together, “Amenity and Parking Rules”), attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board further finds that the imposition of fees for utilization of the recreation facilities and related services is necessary in order to provide for the expenses associated with the operation and maintenance of the recreation facilities and is in the best interests of the District; and

WHEREAS, the Board finds that the fee structure outlined in **Exhibit A** is just and equitable having been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished; and

WHEREAS, the Board has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Amenity and Parking Rules are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Amenity and Parking Rules shall stay in full force and effect until such time as they are otherwise amended by the Board.

SECTION 2. The fees in **Exhibit A** are just and equitable and have been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished.

SECTION 3. Fees for use of the District's recreation facilities and services are adopted in accordance with **Exhibit A** for the purpose of providing revenues to maintain the operation and maintenance of the facilities, and are hereby ratified, approved and confirmed.

SECTION 4. The attached Amenity and Parking Rules repeal and replace any previous rules and regulations related to the recreational facilities or parking.

SECTION 5. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 6. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 5th day of November, 2020.

ATTEST:

**LONG LAKE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/Assistant Secretary

Chairperson

Exhibit A: Amenity and Parking Rules

Long Lake Ranch Community Development District



Recreational Facilities and Parking Rules & Regulations

Adopted on October 2, 2014
Revised on March 5, 2015;
~~Revised on~~ April 16,
2015;~~Revised on~~ October
7, 2015;~~Revised on~~

February 16, 2016; 2020

Recreational Facilities Rules & Regulations

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Recreational Facilities and Parking Rules & Regulations

General

In accordance with Chapters 190 and 120 of the Florida Statutes, and on [October 1, 2020] at a duly noticed public meeting and after a duly noticed public hearing, the Board of Supervisors ("Board") of the Long Lake Ranch Community Development District (District") adopted the following rules to govern its recreational facilities, parking, and parking enforcement. This rule repeals and supersedes all prior rules governing the same subject matter.

The ~~Long Lake Ranch Community Development~~ District (~~the "District"~~) has adopted these Rules and Regulations ("Rules") for the safety and security of the District and its Members (as defined herein). The Board ~~of Supervisors~~ may modify these Rules ~~and Regulations~~ from time to time as needed.

Violations of the Rules ~~and Regulations~~ are subject to verbal warnings, written warnings, suspension and further actions taken as outlined in the Rules ~~and Regulations~~, and deemed appropriate by the Board of ~~Supervisors~~ and its duly authorized representatives.

Definitions

All capitalized terms shall have the meanings as defined herein.

- ~~1.~~ Adult – An individual eighteen (18) years of age, or older.
- ~~2.~~ Amenity Access Cards – Cards are issued to eligible Members that meet the requirements contained in these Rules ~~and Regulations~~ strictly for the use of the individual to access the Recreational Facilities in accordance with the Rules ~~and Regulations~~. The cards will be issued at the activity center and will may contain a photo of the individual family cardholder.
- ~~3.~~ Annual Pass – an annual pass may be purchased by a non-resident of the District at a cost of \$2,000.00 each per household. Annual Passholders have the right to use the Community Facilities and will be subject to the same Rules ~~and Regulations~~ and Penalties as Residents within the District.
- ~~4.~~ Board of Supervisors – the Board of Supervisors of the Long Lake Ranch Community Development District.
- ~~5.~~ Common Areas – All real property (including the improvements thereto) now or hereafter owned by the District for the common use.
- ~~6.~~ Community Facilities – All areas included in the Recreational Facilities and Common Areas.

~~7.~~ District Management or District Manager – Those agents and representatives of the management firm hired by the District.

~~8.~~ Guest(s) – Any person who is accompanying a Member to the Community Facilities. A Member shall be responsible for all Guests within the Community Facilities. All Members shall remain with their Guests at all times. The Recreation Manager may make accommodations as necessary for unaccompanied Guests. Approvals must be received in advance and are at the discretion of the Recreation Manager.

~~10.~~ Member – Shall mean Resident, Annual Passholder or Tenant.

Motorized Vehicle – A motorized vehicle is any type of vehicle that is powered by means other than human power (typically electric or gasoline engine), and includes, but is not limited to passenger vehicles, commercial vehicles of any kind, trucks, limousines, recreational vehicles, tractors, go-carts, golf carts, motorcycles, motor scooters, electric bikes, all-terrain vehicles (“ATV”) or any other related form of transportation devices.

Parked – A vehicle or vessel left unattended by its owner or user.

~~11.~~ Properties – Shall mean and refer to that certain real property located within the District boundaries, and such addition thereto as may hereafter be brought within the boundaries of the District.

~~12.~~ Recreational Facilities– Includes the swimming pool facilities, activity center, playground, restrooms, basketball, pickleball and tennis courts, dog park, community dock and lake trail.

~~13.~~ Recreational Staff (“Staff”) – Those individuals employed by the amenities management firm hired by the District such as Recreation Manager, pool attendants, and maintenance personnel.

~~14.~~ Recreation Manager – On-site member of staff responsible for managing the District’s Community Facilities

~~15.~~ Resident – A homeowner living within the District’s boundaries.

~~16.~~ ~~Rules and Regulations~~ – Any written rules or regulations adopted, implemented or published by the District or its Board of Supervisors at any time and from time to time amended, with respect to the conduct and security of the Members and their Guests, ~~invitees,~~ agents and contractors within the Properties.

~~17.~~ Tenant – A lessee of a dwelling within the District who has had privileges for use transferred pursuant to these Rules and Regulations.

Tow-Away Zone – District property in which parking is prohibited and where the District is authorized to initiate a towing and/or removal action.

Vehicle – any mobile item which normally uses wheels, whether motorized or not.

20-Vessel – Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.

Conduct Code

Improper conduct, obscenities, verbal or physical threats by Members and/or Guests will not be tolerated anywhere in the Community Facilities. Actions by any person of any nature, which may be dangerous, create a health or safety problem, create a hostile environment, or disturb others, are not permitted. This includes noise, intoxication, quarreling, threatening, fighting, offensive or abusive language or behavior. Members are responsible for family, and Guests ~~and their invitees~~.

All ~~Members~~ users of the Community Facilities are expected to conduct themselves properly with due consideration for each other and for fellow Members, Guests and Staff. The Recreation Manager has the authority to discipline within the Rules and Regulations any person for conduct, which in their opinion tends to endanger the welfare, interest or character of the District, as well as for the violations of the specific Rules and Regulations of the District.

As stated in the Rules and Regulations, the District and/or Staff have the right to ask any person(s) to cease their conduct and/or leave the premises as a result of conduct, which serves to harass or annoy other persons using or working in the Community Facilities.

At the discretion of the Staff and District Management dealing with the situation, the assistance of the local law enforcement agency may be sought to maintain order. A copy of the official law enforcement report of the incident shall be obtained and delivered to District Management within five (5) business days.

Any person who verbally threatens the physical well-being of another person or who engages in behavior that may be dangerous, create a health or safety problem, create a hostile environment, or otherwise disturb others and cause them to fear for their physical well-being may be reported to the local law enforcement agency.

Anyone who observes a violation of these Rules and Regulations shall bring the matter to the attention of any Staff on duty or to District Management. Members are discouraged from trying to enforce the Rules and Regulations on their own.

Staff and fellow Members and Guests are to be treated in a courteous and considerate manner. No member of Staff shall be reprimanded or harassed in any way by a Member. All complaints regarding services rendered by any Staff member must be made to the Recreation Manager or District Management.

Members shall not engage or direct Staff on any private business, nor shall any Staff member be used for the individual benefit of the Member, nor shall any Member direct, supervise, or in any manner attempt to assert control over any such Staff members.

Lease Procedures and Transfer of Privileges

Any homeowner permitting a Tenant to occupy his/her dwelling must notify the Recreation Manager. All Tenants living within the District's boundaries must be listed on the Lease Agreement. Leases must contain a clause that indicates the Tenant has received a copy of all District Rules ~~and Regulations~~, and agrees to be bound by them. Homeowners may transfer their privileges for use of the Community Facilities to their Tenants by completing the Assignment of Use Form. A Tenant may not transfer privileges to another person. Upon transfer of privileges to a Tenant the homeowner no longer has any privileges to use of Community Facilities until such time that the Recreation Manager is notified of termination of transfer and the Amenity Access Cards for the Tenants are returned. In the event a home is sold, the homeowner's Amenity Access Card is to be turned in to the Recreation Manager. The card will be deactivated and reissued to the new home owner.

Use of Community Facilities

1. Community Facilities are for the use of Members and Guests. Recreation Staff may ask to inspect proper identification and those persons not showing it may be required to leave. **All Community Facilities are used at the risk and responsibility of the user and the user shall hold the District harmless from damage or claims by virtue of such use.**
2. Each household or Annual Passholder is allowed up to five (5) Guests at one time unless prior approval for additional Guests is given. Guests must be accompanied by a member of the household who is 18 years old or older and must obtain a guest pass from the Recreation Manager. Members 12-14 years of age may not have Guests unless they are accompanied by an Adult. Members 15-17 years of age may have one Guest.
3. Members and Guests may use the Recreational Facilities as follows:
 - a. Each household/Annual Passholder will be issued two (2) Amenity Access Cards ~~and two (2) keys~~. These cards ~~and keys~~ are for use by the cardholder/~~key holder~~ only.
 - b. The card is used to access the swimming pool facility, tennis court, playground, ~~The key is used to access the~~ park restrooms, and the open park and/or trail gates. Age restrictions apply.
 - c. When you use the Amenity Access Card, your name and time of entry are registered.

- d. Your card is your responsibility. If you misplace your card please contact the Staff immediately so that the card can be deactivated.
- e. Replacement cards will be issued at a charge of \$25 per card.
- f. Hours for the Community Facilities are posted at the entrance to each facility. Members may use the community dock, outside seating areas and parking lots after the Community Facilities have closed. Pasco County curfew laws supersede this policy and applicable individuals must adhere to these laws first and foremost.
- g. When applying for an Amenity Access Card, State issued identification must be presented (i.e. driver's license, birth certificate, or passport), a copy of a utility statement and or a vehicle registration showing the address. Each cardholder is required to sign an Amenity Access Card Agreement. Tenants must also provide a copy of their lease.
- h. Skateboarding or use of similar equipment will not be permitted anywhere on the Community Facilities unless otherwise posted.
- i. Shirts and shoes are to be worn in the Recreation Facilities, except the swimming pool area.
- j. Wet bathing suits are not allowed to be worn inside the Activity Center.
- k. Profanity and bullying will not be tolerated.
- l. No vandalizing of Community Facilities.
- m. Anyone under the age of ~~fifteen~~ ^{sixteen} (16) must be accompanied by an Adult while at the swimming pool facilities and dog park. Anyone under the age of twelve (12) must be accompanied by an Adult while at all other Recreational Facilities.
- n. Diving or flips into the lake from the community dock or from the deck into the swimming pool will not be allowed
- o. No fighting.
- p. Except as permitted under Florida law, no firearms or weapons (as defined in Chapter 790, Florida Statutes) are permitted on the Properties.
- q. With the exception of a community sponsored event where alcoholic beverages are permitted, Members or Guest may not bring or consume alcoholic beverages within the Community Facilities. No one under the age of twenty-one (21) is allowed to bring or consume alcoholic beverages within the Community Facilities. Residents who are under the influence of

alcoholic beverages or illegal drugs will be asked to leave the premises immediately.

- r. ~~Vaping, Use of tobacco products, vaping, marijuana, i~~llegal drugs and paraphernalia are prohibited.
 - s. No pPets (except for service animals as defined by Florida Law) will ~~ordinarily not~~ be allowed in the Activity Center, the swimming pool area, or other posted areas, with the exception of community events and or programs. With the exception of the Dog Park, all pets must be on a leash when on any Common Areas.
 - t. Community Facilities shall be used only for the purpose for which they are designed.
 - u. Climbing gates, fences, or gaining access to the Community Facilities through non-traditional or unorthodox means is not allowed. Violations could result in suspension of amenity privileges.
4. Community property may not be removed or altered from any Community Facility without written consent of the Board of Supervisors or District Manager.
 5. Nothing is to be stored or accumulated on Common Areas. No accumulation of rubbish, debris or unsightly materials will be permitted on Common Areas.
 6. No person shall commit any nuisance, vandalism, boisterous or improper behavior on or within the Community Facilities that interferes with or limits the enjoyment of the Community Facilities by Members. Anyone damaging community property or Community Facilities must reimburse the District for all costs associated with its repair or replacement. Members are responsible for damages caused by their family and, ~~Guests and invitees.~~
 7. In accordance with the Florida Clean Indoor –Air Act, smoking and vaping areis prohibited within the Community Facilities, ~~unless it is within the designated areas established for smoking.~~
 8. The District has the right to close any Community Facility. Any Community Facility closed by the District shall not be used in any manner until it is reopened.
 9. APrograms may be offered at the Recreational Facilities for Member's' participation. These programs may have a cost for participation. All instructors are independent contractors that must be approved, certified, insured and must have a contractual agreement with the District.
 10. With the exception of a community sponsored events, bounce houses, waterslides and other similar temporary play structures/equipment are strictly prohibited.

11. Sports equipment may be borrowed from the Clubhouse office, provided that a Member Access Card is left at the office to ensure the return of the equipment. Members will be required to pay for any replacement of equipment if the equipment is damaged or lost. Management may ~~revoke~~suspend all amenity privileges in accordance with the Violation of Rules and Regulations herein provided until the matter is resolved.

12. Motorized Vehicles are prohibited on District Common Areas, , including but not limited to stormwater pond banks and landscape buffers, and the lake trail. Notwithstanding the prior sentence, District staff, employees and vendors/consultants are authorized to use Motorized Vehicles on District Common Areas and the lake trail as needed in relation to work conducted on behalf of the District.

Community Facility Rental Policies

Members and non-Members may reserve for rental the multi-purpose room located in the Activity Center and Tennis/[Pickleball](#) Court for private events/play. Reservation of the Tennis/[Pickleball](#) Court is specifically addressed in the section regarding the Tennis/[Pickleball](#) Court. Reservation of the pavilion area within the Park (as hereinafter defined) is specifically addressed in the section regarding Playground Rules. The following is particular to the Activity Center. The daily guest limits referenced in these Rules [and Regulations](#) shall not apply to guests attending a private function. Members and non-Members interested in reserving the multi-purpose room should contact the Recreation Manager regarding the anticipated date and time of the event to determine availability. Community Facilities are not available for reservation when those facilities have been otherwise reserved for use by the District or HOA, [Master Association](#).

1. *Available Facilities:* The following Community Facilities are available for private rental for up to four (4) total hours (including set-up and post-event cleanup), at the following rates:

- Multi-purpose Room in Activity Center
 - Reservation by the District or the Long Lake Ranch ~~Homeowner's~~ [HOA, Master](#) Association – no charge
 - Reservation by Members - \$50.00
 - Reservation by non-Members - \$100.00
 - Reservation by other governmental unit - \$50.00

No alcohol may be served at private events.

The Member or non-Member renting any portion of the Community Facilities shall be responsible for any and all damage and expenses arising from the rental.

2. *Reservations:* Members and non-Members interested in making a reservation must submit to the Recreation Manager a completed Use Application. At the time of submission, two (2) checks or money orders (no cash) made out to the *Long Lake Ranch Community Development District* should be submitted to the Recreation Manager. One (1) check should be in the amount of the room rental fee referenced above and the other check should be in the amount of a deposit (see subsection 4. below). The Recreation Manager will review the Use Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed in writing to the District's Board of Supervisors for consideration. For consideration, all written appeals should be delivered to the District Manager.
3. *Staffing:* When Staff is required at a private event, Members shall be required to pay for the Staff at a rate to be determined by the Recreation Manager.
4. *Deposit:* As stated above, private rental of the multi-purpose room in the Activity Center requires a deposit according to the following schedule at the time the reservation is approved:

- Reservation by the District or the Long Lake Ranch Homeowner's HOA, Master Association – no deposit required
- Reservation by Members - \$300.00
- Reservation by non-Members - \$600.00
- Reservation by other governmental unit - \$100.00

To receive a full refund of the deposit, and to avoid cleaning charges following a private rental, the following must be completed:

- a. Ensure that all garbage is removed from the premises.
- b. Remove all displays, favors or remnants of the event.
- c. Restore the furniture and other items to their original position.
- d. Wipe off table tops, etc.
- e. Ensure that no property has been removed from the Activity Center
- f. Ensure that no damage has occurred to the Activity Center and/or any property in the Activity Center.

The Recreation Manager shall determine the amount of deposit to return, if any. Deposit checks will be returned only to the individual who completed the Use Application or to a party designated by such individual at the time of submittal of the Use Application.

5. *Adherence to Rules.* Members or non-Members, as the case may be, and their Guests are required to adhere to all Rules Failure to comply with such Rules may result in the forfeiture of the deposit.
6. *Additional Cleaning.* If additional cleaning of rented facilities is required, the Member reserving the facility will be liable for any expenses incurred by the District to hire an outside cleaning contractor. In light of the foregoing, Members

may opt to pay for the actual cost of cleaning by a professional cleaning service hired by the District.

7. *General Policies:*

- a. No decorations may be affixed to the walls, doors or any fixtures.
- b. The volume of live or recorded music must not violate applicable Pasco County noise ordinances.
- c. Event Liability coverage may be required on a case by case basis in the sole discretion of the Board of Supervisors.

Community Dock and Lakes

1. Swimming is not permitted in any of the stormwater ponds within the District, inclusive of the lake
2. The operation of motorized watercraft upon the stormwater ponds within the District, inclusive of the lake, is prohibited. This shall not apply to operation of motorized watercraft by an agent of the District while acting within the scope of his/her duties.
3. —The operation of non-motorized watercraft is allowed solely upon the waterbodies identified in the “Fishing and Boating Area Map” attached hereto to these Rules Exhibit A. The location of permissible points of entry and exit for non-motorized watercraft are identified on the Map.
4. Diving, running and/or flipping off of the dock is not allowed.
5. Glass containers are not allowed on the dock or near the lake.
6. Anyone under the age of twelve (12) must be accompanied by an Adult Member at all times.
7. Use of tobacco products, vaping, marijuana, illegal drugs and paraphernalia are prohibited on the dock~~Smoking is prohibited on the dock.~~
8. Items left on the dock or near the lake after dusk will be kept in the Lost & Found for a period of one (1) week. If the item(s) are not claimed, the item(s) will be discarded.

Fishing

1. The District ponds and other stormwater management facilities (“Ponds”) primarily function as retention ponds to facilitate the District’s treatment of stormwater run-off and overflow. As a result, contaminants may be present in the water. Fishing shall be catch and release only.

2. Fishing in the District's stormwater ponds is prohibited except: (1) by Members in those designated areas identified in the Fishing and Boating Area Map attached hereto as **Exhibit A**; and (2) by Members directly behind such Members own lot (i.e., outside of the designated fishing areas identified in Exhibit A, fishing behind a home other than your own is not permitted). Permitted fishing area may be subject to change.

3. The District's Ponds are subject to environmental permits; therefore the policies provided herein related to the Ponds may be subject to change in accordance with such permits.

~~4.~~

~~4. Fishing in stormwater ponds is prohibited unless designated otherwise. Please refer to the "Fishing and Boating Area Map" attached hereto to these Rules for the location of designated fishing areas. Designated fishing areas may be determined by the District's environmental permits. Fishing behind a home other than your own is not allowed. Look for signage indicating a designated common area fishing site. Fishing shall be catch and release only.~~

Dog Park Rules (the "Dog Park")

1. Dogs must be on leashes at all times, except within the Dog Park area.
2. Dogs inside the Dog Park must be under voice control by their handler at all times. If voice control is not possible, do not enter the Dog Park.
3. Dog handler must have the leash with them at all times.
4. Dogs may not be left unattended and must be within unobstructed sight of the dog handler.
5. Dogs must be vaccinated and wear a visible rabies and license tag at all times.
6. Limit three dogs per Adult dog handler.
7. Puppies under four months of age should not enter the Dog Park.
8. Children under the age of ~~twelve (12) are not permitted within the Dog Park area.~~ fifteen (15) must be accompanied by a parent or adult while within the Dog Park area.
9. Dog handlers are responsible for the behavior of their animals.
10. Aggressive dogs are not allowed in the Dog Park. Any dog showing signs of aggression should be removed from the Dog Park immediately.
11. Female dogs in heat are not permitted in the Dog Park.

12. Human or dog food inside the Dog Park is prohibited.
13. Any dog toys inside the Dog Park are prohibited.
14. Dog handlers must clean up any dog droppings made by their pets.
15. Dog handlers must fill in any holes made by their pets.
16. Please do not brush or groom pets inside the Dog Park. The Dog Park is for play time.
17. Only licensed and insured dog trainers will be permitted to do training at the Dog Park. Owner must register trainer with the District prior to working with the dog.
18. Use of tobacco products, Vvaping, tobacco products, marijuana, illegal drugs and paraphernalia are prohibited in the Dog Park. The Dog Park is designated a "No Smoking" area.
19. The Dog Park area is equipped with closed-circuit surveillance cameras.

Lake Trail

1. There will be five (5) access points for the lake trail. ~~Traffic should be directed in a clockwise pattern.~~ Residents are prohibited from altering any District property adjacent to or abutting their homes to provide for an additional point of access to the lake trail.
2. Pedestrians have the right-of-way.
3. Allow other walkers, runners, bikers or skateboarders who may be following to safely pass on your left.
4. Bicycles and skateboards are allowed on the trail. Bikers and skateboarders should stay to the left when passing pedestrians.
5. Children under the age of twelve (12) must be accompanied by an Adult.
6. The fence which surrounds the lake trail is the property of the District and may not be removed or altered in any way by Members.
7. Motorized VehiclesATVs and golf carts are prohibited on the lake trail, except for District staff, employees and vendor/consultants as needed in relation to work conducted on behalf of the DistrictRecreational Facility manager or other staff relating to maintenance of District property.

Playground Rules (the "Park")

1. Park hours are from 8:00 AM till dusk.

2. The play structures are designed for children under the age of twelve (12).
3. Children under the age of twelve (12) must be supervised by an Adult at all times.
4. No glass containers are allowed in area.
5. Alcoholic beverages are not allowed in the Park.
6. Use of ~~V~~vaping, tobacco products, marijuana, illegal drugs and paraphernalia are prohibited in the Park.
7. Use of profanity and/or disruptive behavior will not be tolerated.
8. Report violators, damaged equipment and unsafe conditions to the Recreation Manager.
9. Call 911 in the event of an emergency and inform the Recreation Manager and District Manager.
10. The Park is equipped with closed-circuit surveillance cameras.
11. Members may reserve the pavilion within the Park for private events/play at no cost. The daily guest limits referenced in these Rules ~~and s~~ shall not apply to guests attending a private function; however guests shall be limited to twenty (20) individuals. Members interested in reserving the pavilion should contact the Recreation Manager regarding the anticipated date and time of the event to determine availability. All parties must be registered with the Recreation Manager. The reservation time is limited to four (4) hours. Resident is responsible for all clean up and disposal of items related to the private event.

Swimming Pool Facility (the "Pool Facilities")

1. The Pool Facilities are open from 7:00 am until dusk.
2. Amenity Access Cards must be readily available to Staff when using the Pool Facilities.
3. Lifeguards will not be present at the Pool Facilities. All persons using the Pool Facilities do so at their own risk.
4. Children under the age of ~~fif~~sixteen (1~~5~~6) must be accompanied by an Adult at all times while using the Pool Facilities.
5. All persons using the Pool Facilities shall obey the capacity requirements posted, which are defined by Pasco County and the State of Florida.

6. Proper swimming attire must be worn while using the Pool Facilities. (Bathing suits only) No thong swimwear is permitted at the Pool Facilities.
7. ~~Use of Vv~~aping, tobacco products, marijuana, illegal drugs and paraphernalia are prohibited in the Pool Facilities.
8. No diving is allowed.
9. Incontinent persons, including children who are not toilet-trained, must wear swim diapers or other protective pants designed for use in a swimming environment when using the pool.
10. No floatation devices are permitted in the pool, except for swim aids and water aerobic equipment.
11. No running or rough housing is allowed in the swimming Pool Facilities.
12. No animals with the exception of qualified service animals are allowed within the Pool Facilities.
13. Alcohol is prohibited at the Pool Facilities.
14. No glass containers of any kind are allowed in the Pool Facilities.
15. Radios and/or "boom boxes" may not be played at the pool. All portable electronic devices are allowed if headphones are used.
16. Food and beverages are prohibited within four (4) feet of the pool~~in the pool~~ and on the pool wet deck area ~~per Florida law~~Statute.
17. No profanity and/or disruptive behavior, loud noise, running, jumping, diving, flips or boisterous activity is permitted in the Pool Facilities.
18. Pool furniture shall not be removed from the pool deck area or placed into the swimming pool.
19. Items left in the Pool Facility after dusk will be kept in Lost & Found for a period of one (1) week. If the item(s) are not claimed, the item(s) will be discarded.
20. The Pool Facility cannot be rented for parties or other group functions, except as provided below.
21. Any person swimming after the Pool Facilities are closed may be suspended from the Pool Facilities for the remainder of the year and is subject to trespassing charges.

22. Call 911 in the event of an emergency.

23. The Pool Facilities are equipped with closed circuit surveillance cameras.

24. The Pool Facilities will be closed during electrical storms or when rain makes it difficult to see any part of the pool or pool bottom clearly. The pool will be closed at the first sound of thunder or sighting of lightning and will remain closed for thirty (30) minutes after the last sighting. Everyone must leave the pool deck immediately upon hearing thunder or sighting lightning, or when instructed to do so by Staff.

Pool Parties

1. All parties shall be limited to the area of the Pool Facility designated by the Recreation Manager. Unauthorized pool parties are not permitted.
2. All parties must be booked in advance through the Recreation Manager, which the Recreation Manager may approve in his/her sole discretion. Certain dates may be unavailable for parties, as determined in the Recreation Manager's discretion. Only ~~m~~Members can book a pool party.
3. The party is limited to a maximum of ~~twelve (12)~~twenty (20) people for up to four (4) hours (including set-up and post-event cleanup).
4. For every five (5) children under the age of six (6), at least one adult must be present.
5. All paper goods, including decorations, plates, cups, etc., trash, and food must be removed at the end of the party from the Pool Facility.
6. All food and gift wrap must be kept away from the pool.
7. Tables must be wiped down thoroughly at the end of the party.
8. No balloons, silly string, glitter, confetti or other messy party favors are permitted.
9. Member's fees for pool parties are as follows:
 - a. Reservation: \$50.00-
 - b. Security Deposit: \$300.00
10. All other Rules provided in the Community Facility Rental Policies shall also apply to Pool Parties. To the extent any provisions in this section conflict with the provisions of the Community Facility Rental Policies, this section shall control.

Tennis/Pickleball and Basketball Court

1. The tennis and pickleball courts can be accessed with the Amenity Access card.
2. Play is on a first come, first serve basis unless an event has been planned using these areas or the area is reserved in accordance with the provisions of this section.

3. Proper tennis attire is required while on the courts, such as; sportswear and tennis shoes/sneakers.
4. Profanity and/or disruptive behavior are not permitted.
5. No rollerblades, skateboards, bicycles, children's motorized vehicles or similar equipment are allowed on the tennis/[pickleball](#) or basketball courts. The tennis/pickleball and basketball courts may only be utilized for their intended purpose of tennis/pickball and basketball, respectively.
6. Glass containers are not allowed in the tennis/[pickleball](#) or basketball court areas.
7. Vaping, tobacco products, marijuana, illegal drugs and paraphernalia are prohibited on the tennis/pickleball or basketball courts.
8. Portable radios and/or "boom boxes" are not allowed in the tennis/[pickleball](#) or basketball areas. All portable electronic devices are allowed if headphones are used.
9. No pets, except for service animals are allowed on the basketball or tennis/[pickleball](#) courts.
10. Any Member eighteen (18) years or older may (one time per month) reserve a tennis/[pickleball](#) court at no fee for doubles (4 players) or both courts (8 players). Time is limited to ninety (90) minutes. Requests to Recreation Manager must be at least one (1) week in advance in order to give other Members proper notice of a reservation.

Violation of Rules

All persons using or entering the Community Facilities are responsible for compliance with, and shall comply with, the Rules established for the safe operations of the Community Facilities.

1. *Suspension of Rights.* The District, through its Board of Supervisors, District Manager, and/or Recreation Manager, shall have the right to restrict, suspend, or terminate the privileges of any person to use the Community Facilities for any of the following behavior:
 - a. Submits false information on any application for use of the Community Facilities;
 - b. Permits the unauthorized use of a Amenity Access Card;
 - c. Exhibits unsatisfactory behavior or appearance;
 - d. Fails to pay amounts owed to the District in a proper and timely manner;
 - e. Fails to abide by any District Rule or Regulation contained herein;

- f. Treats the District's supervisors, Staff, contractors, or other representatives, or other Member or Guests, in an unreasonable or abusive manner;
 - g. Damages or destroys District property; or
 - h. Engages in conduct that is improper or likely to endanger the health, safety, or welfare of the District, or its supervisors, Staff, contractors, or other representatives, or other Members or Guests.
 - i. Any person using the Recreation Facilities after ~~the~~ such facilities are closed. may be suspended from use of the Recreational Facilities and is subject to trespassing charges.
- 2. *Authority of Recreation Manager.* The Recreation Manager or his or her designee has the ability to remove any person from one or all Community Facilities if any of the above-referenced behaviors are exhibited or actions committed. The Recreation Manager or their designee may at any time restrict or suspend for cause or causes, including but not limited to those described above, any person's privileges to use any or all of the Community Facilities for a period not to exceed seven days.
- 3. *Authority of District Manager.* The District Manager may at any time restrict, suspend or terminate for cause or causes, including but not limited to those described above, any person's privileges to use any or all of the Community Facilities for a period greater than seven days. Any such person will have the right to appeal the imposition of the restriction, suspension or termination before the Board of Supervisors. For consideration, all written appeals should be delivered to the District Manager.
- 4. *Legal Action; Criminal Prosecution.* If any person is found to have committed any of the infractions noted in Section 1 above, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature.

Parking

- 1. Introduction: This Rule authorizes parking in designated areas and the towing/removal of unauthorized vehicles and vessels parking on District property designated as Tow-Away Zones, which are identified on Exhibit B attached hereto.
- 2. Designated Parking Areas: Vehicles and vessels may be parked on District property only as indicated on Exhibit A, and as set forth below:
 - a. DISTRICT AND COUNTY ROADWAYS. Please refer to Chapter 316, Florida Statutes, and Sections 70 and 106, Pasco County Code of Ordinances, for laws related to authorized and unauthorized parking of vehicles or vessels on District and County roadways.
 - b. AMENITIES AREAS. Vehicle parking is permitted for Members, Guests and District staff, employees and vendors/consultants only during the hours set forth below. **ABSENT AN APPLICABLE EXCEPTION AS SET**

FORTH HEREIN, THERE IS NO PARKING IN THE AREAS IDENTIFIED BELOW EXCEPT WITHIN THE STATED HOURS:

<u>AMENITY PARKING AREA</u>	<u>HOURS</u>
<u>Activity Center on Long Lake Ranch Boulevard</u>	<u>7:00 AM to 11:00 PM</u>
<u>Townhome Amenity Center on Lake Waters Place</u>	<u>7:00 AM to 11:00 PM</u>

c. COMMON PARKING SPACES IN TOWNHOME NEIGHBORHOODS.

Vehicle parking is permitted for Guests and for District staff, employees and vendors/consultants only, in relation to active projects or construction/maintenance-related activities in the common parking spaces in the Townhome Neighborhoods that are denoted with hash marks on **Exhibit B** attached hereto. No other parking, including, but not limited to, parking of Member-owned vehicles, are permitted in these spaces at any time.

d. OTHER DISTRICT COMMON AREAS. Vehicle parking is permitted for District staff, employees and vendors/consultants only, in relation to active projects or construction/maintenance-related activities. No other parking is permitted in these areas at any time

3. Establishment of Tow-Away Zone.

a. DISTRICT TOW-AWAY ZONES. All District property in which parking is prohibited as set forth in Section 2 herein, either entirely or during specific hours, or is otherwise identified in **Exhibit B** attached hereto, is hereby declared a Tow-Away Zone. To the extent that parking on District property is only prohibited during specific hours, that portion of District property shall only be considered a Tow-Away Zone during the period of time in which such parking is prohibited.

b. DISTRICT AND COUNTY ROADWAYS. In the event that residents or guests are parking on District or County roadways in contravention of state law and/or local ordinances, the District Manager shall contact the Pasco County Sheriff's Office to enforce such parking regulations

4. Exceptions.

a. VENDORS/CONTRACTORS. The District Manager may authorize vendors/consultants in writing to park company vehicles without charge and in order to facilitate District business. All vehicles so authorized must be identified by a vendor window pass, or have company vehicle signage clearly visible.

5. Towing/Removal Procedures.

a. SIGNAGE AND LANGUAGE REQUIREMENTS. Notice of the Tow-Away Zones shall be approved by the District's Board and shall be posted on

District property in the manner set forth in section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations in the areas identified in Section 3 herein, and shall identify the hours in which the area is designated as a Tow-Away Zone, if applicable, in accordance with section 715.07, *Florida Statutes*.

b. TOWING AND REMOVAL AUTHORITY.. To effect towing/removal of a vehicle or vessel, the District Manager must verify that the subject vehicle or vessel was not authorized to park under this Rule during the period in question, and then must contact a firm authorized by Florida law to tow/remove vehicles and vessels for the removal of such unauthorized vehicle or vessel at the owner's expense. The vehicle or vessel shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in section 715.07, *Florida Statutes*.

c. AGREEMENT WITH AUTHORIZED TOWING SERVICE. The District's Board is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and vessels from the District's Tow-Away Zones in accordance with Florida law and with the policies set forth herein.

6. *Parking at Your Own Risk.* Vehicles or vessels may be parked on District property pursuant to this Rule, provided however that the District assumes no liability for any theft, vandalism and/ or damage that might occur to personal property and/or vehicles or vessels.

7. *Sovereign Immunity.* Nothing herein shall constitute or be construed as a waiver of the District's limitation on liability contained in Section 768.28, *Florida Statutes*, or applicable statutes or law.



LLR PARKING EXHIBIT A-1

LLR V8 and Amenity Center

LONG LAKE RANCH, LLC.

PASCO COUNTY

2/9/15	PARKING EXHIBIT A-1	BVP
DATE:	02/09/215	JOB #:
Note: This is a preliminary/conceptual site plan and is subject to survey information, final design, engineering and governmental approvals, additional drainage, floodplain and grant tree analysis is required and may affect final unit totals and layout.		

SCALE: 1" = 50'
0 25 50 100
HALF SCALE 11" BY 17"

HEIDT
DESIGN
5806-B Breckenridge Parkway
Tampa, FL 33610
Phone: (813) 253-5311
www.HeidtDesign.com

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R:\LONG LAKE RANCH\LLR-VILLAGE-8-TOWNHOMES\WORKING FILES\CURRENT DRAWINGS\CPEX\IBT\SLR_V8 - PARKING EXHIBIT A-1.DWG-ARCHD 2015.02.10 10:08 AM BOYAN PARGOV



LLR PARKING EXHIBIT A-2

LLR V6

LONG LAKE RANCH, LLC.

PASCO COUNTY

2/9/15	PARKING EXHIBIT A-1	BVP
DATE:	02/09/215	JOB #:
Note: This is a preliminary/conceptual site plan and is subject to survey information, final design, engineering and governmental approvals, additional drainage, floodplain and grant tree analysis is required and may affect final unit totals and layout.		

SCALE: 1" = 40'

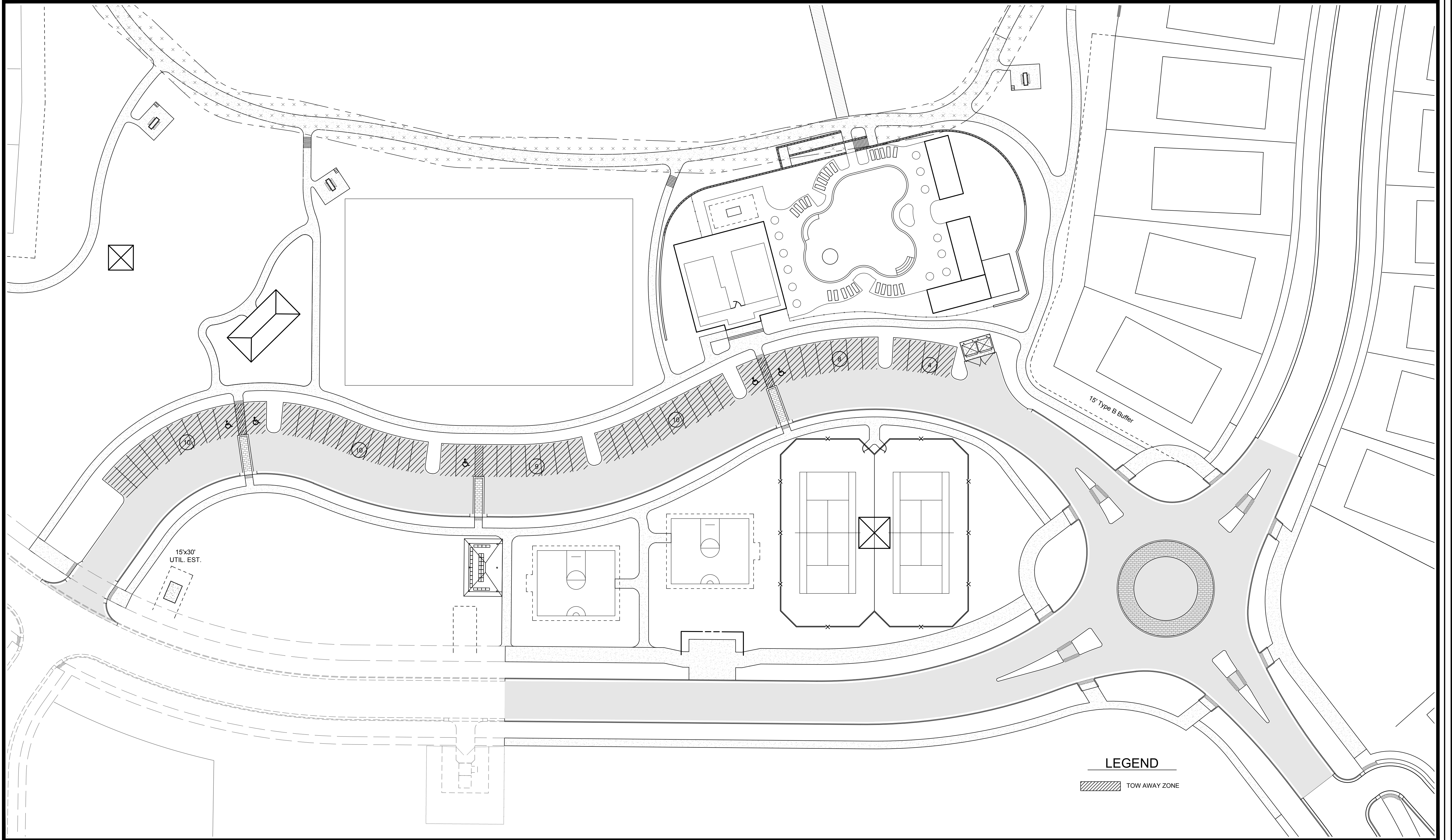
0 20 40 80

HALF SCALE 11" BY 17"

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Tampa, FL 33610
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www.HeidtDesign.com

R:\LONG LAKE RANCH\LLR\ILLR\WORKING FILES\CURRENT DRAWINGS\C\EXHIBIT\LLR_V6 - PARKING EXHIBIT A-2.DWG-ARCHD 2016/02/10 10:38 AM BOYAN PARGOV

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LLR PARKING EXHIBIT A-3

LLR Community Center

LONG LAKE RANCH, LLC.

PASCO COUNTY

2/9/15	PARKING EXHIBIT A-1	BVP
DATE:	02/09/215	JOB #:
Note: This is a preliminary/conceptual site plan and is subject to survey information, final design, engineering and governmental approvals, additional drainage, floodplain and grant tree analysis is required and may affect final unit totals and layout.		

SCALE: 1" = 30'

0 15 30 60

HALF SCALE 11" BY 17"

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