

**MINUTES OF MEETING**

**LONGLEAF PINE COMMUNITY DEVELOPMENT  
DISTRICT BOARD OF SUPERVISORS MEETING**

**Thursday, April 21, 2022**

**12:00 p.m. at the Holiday Inn St.**

**Augustine – World Golf Village**

**457 Commerce Lake Drive**

**St. Augustine, FL 32095**

Board Members present at roll call in person or via phone:

Kelly White	Chairperson
James Stowers	Vice Chairperson
Andy Hagan	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager-PFM Group Consulting LLC	
Katie Buchanan	District Counsel- Kutak Rock LLP	
Sete Zare	Underwriter- MBS Capital Markets	(via phone)
Ken Artin	Bond Counsel- Bryant Miller Olive	(via phone)
Vince Dunn	District Engineer- Dunn & Associates, Inc.	(via phone)
Mike Veazey	ICI Homes- Project Manager	(via phone)
Amy Champagne	PFM Group Consulting LLC	(via phone)

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order at 12:10 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

**Public Comment Period**

There were no other public comments.

**SECOND ORDER OF BUSINESS**

**Administrative Matters**

**Consideration of the Minutes of  
the January 20, 2022, Auditor  
Selection Committee Meeting**

The Board reviewed the minutes of the January 20, 2022, Board of Supervisors' Meeting.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved the Minutes of the January 20, 2022, Auditor Selection Committee Meeting.

**Consideration of the Minutes of  
the January 20, 2022, Board of  
Supervisors Meeting**

The Board reviewed the minutes of the January 20, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Stowers, seconded by Mr. Hagan, with all in favor, the Board approved the Minutes of the January 20, 2022, Board of Supervisors Meeting.

**THIRD ORDER OF BUSINESS**

**General Business Matters**

**Ratification of Resolution 2022-34,  
Adopting Fiscal 2022 Budget**

Mr. Carvalho explained that the Resolution 2022-34 is the correct resolution number for the approval of the Budget and not the previous resolution # that was presented and approved. Ms. Carvalho requested a motion to ratify Resolution 2022-34 by the Board.

ON MOTION by Ms. Hagan, seconded by Mr. Stowers, with all in favor, the Board ratified the Resolution 2022-34, Adopting the Fiscal 2022 Budget.

**Consideration Resolution 2022-  
35, Approving a Preliminary  
Budget for Fiscal Year 2023  
and Setting a Public Hearing  
Date [Suggested Date, July 21,  
2022] (under separate cover)**

It was stated that this meeting would take place at 12:15 p.m. and the total net revenue for the Proposed Budget FY 2023 is \$198,905.00.

ON MOTION by Ms. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved the Preliminary Budget for Fiscal Year 2023 and Set a Public Hearing Date

**Consideration of Resolution 2022-  
36, Designating a Date, Time, and  
Location for Landowners'  
Meeting of the District, and  
Providing for an Effective Date**

Ms. Carvalho stated that this meeting will take place on November 1, 2022 at 11:30 a.m. if needed.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved Designating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date.

**Consideration of Master  
Tax Collector Agreement  
with St. Johns County Tax  
Collector**

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Board approved the Master Tax Collector Agreement with St. Johns County Tax Collector.

**Ratification of Kutak Rock  
Retention & Fee Agreement**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified the Kutak Rock Retention & Fee Agreement

**Ratification of Grau &  
Associates Engagement  
Letter for Auditing Services  
FY 2021**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified the Grau & Associates Engagement Letter for Auditing Services FY 2021.

**Consideration of Funding  
Requests # 9-13**

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved the Funding Requests # 9-13.

**Review of District Financial  
Statements**

Ms. Carvalho noted these are through February 28, 2022.

**FOURTH ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

There were no reports.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

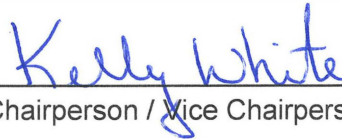
Ms. Carvalho noted the next meeting is scheduled to take place May 19, 2022.

As there are no additional items to come before the Board, Ms. Carvalho requested a motion to adjourn the meeting.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Thursday, April 23, 2022 Board of Supervisors' Meeting of Longleaf Pine CDD was adjourned at 12:23 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson