

# Longleaf Pine Community Development District

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[www.longleafpinecdd.com](http://www.longleafpinecdd.com)

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The following is the Agenda for the meeting of the **Board of Supervisors** for the Longleaf Pine Community Development District, scheduled to be held **Thursday, July 20, 2023, at 2:00 p.m. at the 680 Crosswater Parkway Ponte Vedra, Florida 32081**. Questions or comments on the Board Meeting or proposed agenda may be addressed to Vivian Carvalho at [carvalhov@pfm.com](mailto:carvalhov@pfm.com) or (407) 723-5900. A quorum (consisting of at least three of the five Board Members) will be confirmed prior to the start of the Board Meeting.

If you would like to attend the Board Meeting by phone, you may do so by dialing:

**Call in number: 1-844-621-3956**

**Passcode: 2536 634 0209 #**

Join online: <https://pfmccdd.webex.com/join/carvalhov>

## **BOARD OF SUPERVISORS' MEETING AGENDA**

- Roll Call to Confirm Quorum
- Public Comment Period

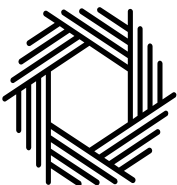
### **Administrative Matters**

1. Consideration of the Minutes of the April 20, 2023, Board of Supervisors Meeting

### **General Business Matters**

2. Public Hearing on the Adoption of the District's Annual Budget
  - a. Public Comments and Testimony
  - b. Board Comments
  - c. Consideration of Resolution 2023-04, Adopting the Fiscal Year 2023 Budget and Appropriating Funds
3. Consideration of Resolution 2023-05, Imposing Special Assessment and Certifying an Assessment Roll
4. Consideration of Resolution 2023-06, Adopting the Annual Meeting Schedule for Fiscal Year 2023-2024
5. Letter from the Supervisor of Elections - St. Johns County
6. Ratification of Payment Authorizations # 40 – 43
7. Ratification of Requisitions #42 – 45
8. Review of District Financial Statements

### **Other Business**



**pfm**

**Staff Reports**

District Counsel  
District Engineer  
District Manager

**Supervisor Requests and Audience Comments**

**Adjournment**



**pfm**

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Minutes of the April 20, 2023,  
Board of Supervisors Meeting

**MINUTES OF MEETING**

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

**Thursday, April 20, 2023, at**

**12:15 p.m.**

**680 Crosswater Parkway**

**Ponte Vedra, FL 32081**

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          |             |
| Jorge Jimenez   | PFM Group Consulting LLC                  | (via phone) |
| Amy Champagne   | PFM Group Consulting LLC                  | (via phone) |
| Mike Veazey     | ICI Homes- Project Manager                |             |

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order at 12:19 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**

**General Business Matters**

**Consideration of Minutes of  
the July 21, 2022, Board of  
Supervisors Meeting**

The Board reviewed the minutes from the July 21, 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 July 21, 2022, Board of Supervisors Meeting.

**Consideration of  
Resolution 2023-01,  
Adopting Record**

**Retention Policy**

Ms. Buchanan reviewed the electronic records policy.

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Board approved Resolution 2023-01, Adopting Record Retention Policy.

**Ratification of Resolution 2023-02, Adopting Revised Budget FY 2022**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified Resolution 2023-02, Adopting Revised Budget FY 2022.

**Consideration of Resolution 2023-03, Approving a Preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date [Suggested Date, July 20, 2023]**

Ms. Carvalho noted that the Total Net Revenue is \$187,945.00.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved Resolution 2023-03, Approving a Preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date for July 20, 2023, at 2:00 p.m.at this location.

**Ratification of Grau & Associates Engagement Letter for FY 2022 Audit**

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board ratified the Grau & Associates Engagement Letter for FY 2022 Audit.

**Ratification of Landscape and Irrigation Maintenance Agreement with the Tree Amigos**

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board ratified the Landscape and Irrigation Maintenance Agreement with the Tree Amigos.

**Ratification of Funding Requests # 23-31**

ON MOTION by Mr. Stowers, seconded by Ms. White, with all in favor, the Board ratified Funding Requests # 23-31.

**Ratification of Payment Authorizations Nos. 32 – 39**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified Payment Authorizations Nos. 32 – 39.

**Ratification of Requisitions Nos. 4 – 41**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified Requisitions Nos. 4 – 41.

**Review of District Financial Statements**

The Board reviewed the District Financials as of February 28, 2023.

**THRID ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

District Counsel – No report.

District Engineer – Not present.

District Manager – Ms. Carvalho stated that the next meeting is scheduled for July 20, 2023, at 2:00 p.m. at this location.

**Audience Comments and Supervisors Requests**

There were no supervisor requests at this time.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

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. Stowers, with all in favor, the April 20, 2023, Board of Supervisors' Meeting of Longleaf Pine CDD was adjourned at 12:20 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson





**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2023-04,  
Adopting the Fiscal Year 2023 Budget and  
Appropriating Funds

**RESOLUTION 2023-04**

**THE ANNUAL APPROPRIATION RESOLUTION OF THE LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2023, submitted to the Board of Supervisors (“**Board**”) of the Longleaf Pine Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Longleaf Pine Community Development District for the Fiscal Year Ending September 30, 2024.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

**SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

|                                 |         |
|---------------------------------|---------|
| TOTAL GENERAL FUND              | \$_____ |
| DEBT SERVICE FUND (SERIES 2021) | \$_____ |
| TOTAL ALL FUNDS                 | \$_____ |

**SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024, or within 60 days following the end of the Fiscal Year 2023/2024, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000

or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

ATTEST:

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Fiscal Year 2023/2024 Budget

**Exhibit A**

Fiscal Year 2023/2024 Budget

**Longleaf Pine CDD**  
Approved Proposed O&M Budget FY 2024

|  | Year To Date               |                                  |                               |                           |                                     |
|--|----------------------------|----------------------------------|-------------------------------|---------------------------|-------------------------------------|
|  | Actuals Through<br>3/31/23 | Anticipated April -<br>September | Anticipated FY<br>2023 Totals | FY 2023 Adopted<br>Budget | FY 2024 Approved<br>Proposed Budget |
| <b>Revenues</b>                              |                            |                                  |                               |                           |                                     |
| Assessments                                  | \$ 87,422.50               | \$ 87,422.50                     | \$ 174,845.00                 | \$ 174,845.00             | \$ 187,945.00                       |
| Developer Contributions                      | 5,000.00                   | -                                | 5,000.00                      | -                         | -                                   |
| <b>Net Revenues</b>                          | <b>\$ 92,422.50</b>        | <b>\$ 87,422.50</b>              | <b>\$ 179,845.00</b>          | <b>\$ 174,845.00</b>      | <b>\$ 187,945.00</b>                |
| <b>General &amp; Administrative Expenses</b> |                            |                                  |                               |                           |                                     |
| Public Officials' Insurance                  | 2,250.00                   | -                                | \$ 2,250.00                   | \$ 2,250.00               | \$ 2,250.00                         |
| Trustee Services                             | -                          | 6,000.00                         | 6,000.00                      | 6,000.00                  | 6,000.00                            |
| District Management                          | 12,499.98                  | 12,500.02                        | 25,000.00                     | 25,000.00                 | 27,500.00                           |
| Engineering                                  | -                          | 4,375.00                         | 4,375.00                      | 8,750.00                  | 8,750.00                            |
| Dissemination Agent                          | -                          | 5,000.00                         | 5,000.00                      | 5,000.00                  | 5,000.00                            |
| District Counsel                             | 577.00                     | 4,375.00                         | 4,952.00                      | 8,750.00                  | 8,750.00                            |
| Assessment Administration                    | -                          | -                                | -                             | -                         | 10,000.00                           |
| Reamortization                               | -                          | 125.00                           | 125.00                        | 250.00                    | 250.00                              |
| Audit  | -                          | 3,800.00                         | 3,800.00                      | 3,800.00                  | 3,800.00                            |
| Arbitrage                                    | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Legal Advertising                            | 154.00                     | 750.00                           | 904.00                        | 1,500.00                  | 1,500.00                            |
| Office Miscellaneous                         | 1.71                       | 500.00                           | 501.71                        | 1,000.00                  | 1,000.00                            |
| Dues, Licenses, and Fees                     | 175.00                     | -                                | 175.00                        | 175.00                    | 175.00                              |
| Web Site Maintenance                         | 640.00                     | 2,480.00                         | 3,120.00                      | 2,520.00                  | 3,120.00                            |
| Meeting Room                                 | -                          | 250.00                           | 250.00                        | 500.00                    | 500.00                              |
| Landscape Maintenance                        | -                          | 33,600.00                        | 33,600.00                     | 33,600.00                 | 33,600.00                           |
| Landscape Improvements                       | -                          | 2,000.00                         | 2,000.00                      | 2,000.00                  | 2,000.00                            |
| Irrigation Repairs & Maintenance             | -                          | 2,000.00                         | 2,000.00                      | 2,000.00                  | 2,000.00                            |
| Utilities                                    | -                          | 33,600.00                        | 33,600.00                     | 33,600.00                 | 33,600.00                           |
| General Insurance                            | 2,750.00                   | -                                | 2,750.00                      | 2,750.00                  | 2,750.00                            |
| <b>Total Master Expenses</b>                 | <b>\$ 19,047.69</b>        | <b>\$ 112,355.02</b>             | <b>\$ 131,402.71</b>          | <b>\$ 140,445.00</b>      | <b>\$ 153,545.00</b>                |
| Maintenance of Trees/Wetlands                | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Lake Maintenance                             | -                          | 22,800.00                        | 22,800.00                     | 22,800.00                 | 22,800.00                           |
| Fountain Maintenance                         | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Field Management                             | -                          | 9,600.00                         | 9,600.00                      | 9,600.00                  | 9,600.00                            |
| <b>Total Neighborhood Expenses</b>           | <b>\$ -</b>                | <b>\$ 34,400.00</b>              | <b>\$ 34,400.00</b>           | <b>\$ 34,400.00</b>       | <b>\$ 34,400.00</b>                 |
| <b>Total Expenses</b>                        | <b>\$ 19,047.69</b>        | <b>\$ 146,755.02</b>             | <b>\$ 165,802.71</b>          | <b>\$ 174,845.00</b>      | <b>\$ 187,945.00</b>                |
| <b>Net Income (Loss)</b>                     | <b>\$ 73,374.81</b>        | <b>\$ (59,332.52)</b>            | <b>\$ 14,042.29</b>           | <b>\$ -</b>               | <b>\$ -</b>                         |
|  |                            | Units                            | 426                           | \$ 441.19                 |                                     |
|  |                            |                                  | Net                           |                           | Gross                               |
| Master Units                                 | 426                        |                                  | \$ 360.43                     | \$ 383.44                 |                                     |
| Neighborhood Units                           | 153                        |                                  | \$ 224.84                     | \$ 239.19                 |                                     |
|  |                            | <b>Total</b>                     | <b>\$ 585.27</b>              | <b>\$ 622.63</b>          |                                     |
| Direct Bill/Funding Agreement                | 273                        | Master Only                      |                               | \$ 98,398.56              | \$ 104,679.32                       |
| Direct Bill (Phase 1)                        | 153                        | Neighborhood & Master            |                               | \$ 89,546.44              | \$ 95,262.17                        |
| Total  | 426                        |                                  |                               | \$ 187,945.00             | \$ 199,941.49                       |

Longleaf Pine CDD  
Approved Proposed Debt Service Fund Budget  
Series 2005A Special Assessment Bonds FY 2024

Approved Proposed FY 2024  
Budget

**Revenues:**

|                       |                                |
|-----------------------|--------------------------------|
| Special Assessments   | \$879,400                      |
| <b>Total Revenues</b> | <b><u><u>\$879,400</u></u></b> |

**Expenditures:**

|                                |                                |
|--------------------------------|--------------------------------|
| Series 2021 - Interest 11/1/23 | \$247,575                      |
| Series 2021 - Princepal 5/1/24 | \$140,000                      |
| Series 2021 - Interest 5/1/24  | \$247,575                      |
| <b>Total Expenditures</b>      | <b><u><u>\$635,150</u></u></b> |

**Excess Revenues / (Expenditures)** **\$244,250**

11/1/24 Interest Series 2021 \$244,250

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2023-05,  
Imposing Special Assessment and  
Certifying an Assessment Roll



## RESOLUTION 2023-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Longleaf Pine Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in St. Johns County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget(s) ("**Adopted Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"), attached hereto as **Exhibit "A**;" and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2023/2024; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B,”** and to directly collect the special assessments as identified in the Assessment Roll; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE  
LONLEAF PINE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits “A” and “B,”** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 170, 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.**

A. **Direct Bill Assessments.** The operations and maintenance special assessments will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Operation and maintenance assessments directly collected by the District are due according to the following schedule: 25% due no later than October 15, 2023; 25% due no later than January 15, 2024; 25% due no later than April 15, 2024; and 25% due no later than July 15, 2024. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2023/2024, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by

the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole assessment, as set forth herein.

**B. Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit “B,”** is hereby certified for collection. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair, Board of Supervisors

**Exhibit A:** Budget  
**Exhibit B:** Assessment Roll

**Exhibit A**  
Budget

**Longleaf Pine CDD**  
Approved Proposed O&M Budget FY 2024

|  | Year To Date               |                                  |                               |                           |                                     |
|--|----------------------------|----------------------------------|-------------------------------|---------------------------|-------------------------------------|
|  | Actuals Through<br>3/31/23 | Anticipated April -<br>September | Anticipated FY<br>2023 Totals | FY 2023 Adopted<br>Budget | FY 2024 Approved<br>Proposed Budget |
| <b>Revenues</b>                              |                            |                                  |                               |                           |                                     |
| Assessments                                  | \$ 87,422.50               | \$ 87,422.50                     | \$ 174,845.00                 | \$ 174,845.00             | \$ 187,945.00                       |
| Developer Contributions                      | 5,000.00                   | -                                | 5,000.00                      | -                         | -                                   |
| <b>Net Revenues</b>                          | <b>\$ 92,422.50</b>        | <b>\$ 87,422.50</b>              | <b>\$ 179,845.00</b>          | <b>\$ 174,845.00</b>      | <b>\$ 187,945.00</b>                |
| <b>General &amp; Administrative Expenses</b> |                            |                                  |                               |                           |                                     |
| Public Officials' Insurance                  | 2,250.00                   | -                                | \$ 2,250.00                   | \$ 2,250.00               | \$ 2,250.00                         |
| Trustee Services                             | -                          | 6,000.00                         | 6,000.00                      | 6,000.00                  | 6,000.00                            |
| District Management                          | 12,499.98                  | 12,500.02                        | 25,000.00                     | 25,000.00                 | 27,500.00                           |
| Engineering                                  | -                          | 4,375.00                         | 4,375.00                      | 8,750.00                  | 8,750.00                            |
| Dissemination Agent                          | -                          | 5,000.00                         | 5,000.00                      | 5,000.00                  | 5,000.00                            |
| District Counsel                             | 577.00                     | 4,375.00                         | 4,952.00                      | 8,750.00                  | 8,750.00                            |
| Assessment Administration                    | -                          | -                                | -                             | -                         | 10,000.00                           |
| Reamortization                               | -                          | 125.00                           | 125.00                        | 250.00                    | 250.00                              |
| Audit  | -                          | 3,800.00                         | 3,800.00                      | 3,800.00                  | 3,800.00                            |
| Arbitrage                                    | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Legal Advertising                            | 154.00                     | 750.00                           | 904.00                        | 1,500.00                  | 1,500.00                            |
| Office Miscellaneous                         | 1.71                       | 500.00                           | 501.71                        | 1,000.00                  | 1,000.00                            |
| Dues, Licenses, and Fees                     | 175.00                     | -                                | 175.00                        | 175.00                    | 175.00                              |
| Web Site Maintenance                         | 640.00                     | 2,480.00                         | 3,120.00                      | 2,520.00                  | 3,120.00                            |
| Meeting Room                                 | -                          | 250.00                           | 250.00                        | 500.00                    | 500.00                              |
| Landscape Maintenance                        | -                          | 33,600.00                        | 33,600.00                     | 33,600.00                 | 33,600.00                           |
| Landscape Improvements                       | -                          | 2,000.00                         | 2,000.00                      | 2,000.00                  | 2,000.00                            |
| Irrigation Repairs & Maintenance             | -                          | 2,000.00                         | 2,000.00                      | 2,000.00                  | 2,000.00                            |
| Utilities                                    | -                          | 33,600.00                        | 33,600.00                     | 33,600.00                 | 33,600.00                           |
| General Insurance                            | 2,750.00                   | -                                | 2,750.00                      | 2,750.00                  | 2,750.00                            |
| <b>Total Master Expenses</b>                 | <b>\$ 19,047.69</b>        | <b>\$ 112,355.02</b>             | <b>\$ 131,402.71</b>          | <b>\$ 140,445.00</b>      | <b>\$ 153,545.00</b>                |
| Maintenance of Trees/Wetlands                | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Lake Maintenance                             | -                          | 22,800.00                        | 22,800.00                     | 22,800.00                 | 22,800.00                           |
| Fountain Maintenance                         | -                          | 1,000.00                         | 1,000.00                      | 1,000.00                  | 1,000.00                            |
| Field Management                             | -                          | 9,600.00                         | 9,600.00                      | 9,600.00                  | 9,600.00                            |
| <b>Total Neighborhood Expenses</b>           | <b>\$ -</b>                | <b>\$ 34,400.00</b>              | <b>\$ 34,400.00</b>           | <b>\$ 34,400.00</b>       | <b>\$ 34,400.00</b>                 |
| <b>Total Expenses</b>                        | <b>\$ 19,047.69</b>        | <b>\$ 146,755.02</b>             | <b>\$ 165,802.71</b>          | <b>\$ 174,845.00</b>      | <b>\$ 187,945.00</b>                |
| <b>Net Income (Loss)</b>                     | <b>\$ 73,374.81</b>        | <b>\$ (59,332.52)</b>            | <b>\$ 14,042.29</b>           | <b>\$ -</b>               | <b>\$ -</b>                         |
|  |                            | Units                            | 426                           | \$ 441.19                 |                                     |
|  |                            |                                  | Net                           |                           | Gross                               |
| Master Units                                 | 426                        |                                  | \$ 360.43                     | \$ 383.44                 |                                     |
| Neighborhood Units                           | 153                        |                                  | \$ 224.84                     | \$ 239.19                 |                                     |
|  |                            | <b>Total</b>                     | <b>\$ 585.27</b>              | <b>\$ 622.63</b>          |                                     |
| Direct Bill/Funding Agreement                | 273                        | Master Only                      |                               | \$ 98,398.56              | \$ 104,679.32                       |
| Direct Bill (Phase 1)                        | 153                        | Neighborhood & Master            |                               | \$ 89,546.44              | \$ 95,262.17                        |
| Total  | 426                        |                                  |                               | \$ 187,945.00             | \$ 199,941.49                       |

Longleaf Pine CDD  
Approved Proposed Debt Service Fund Budget  
Series 2005A Special Assessment Bonds FY 2024

**Approved Proposed FY 2024  
Budget**

**Revenues:**

Special Assessments \$879,400

**Total Revenues** \$879,400

**Expenditures:**

Series 2021 - Interest 11/1/23 \$247,575

Series 2021 - Princepal 5/1/24 \$140,000

Series 2021 - Interest 5/1/24 \$247,575

**Total Expenditures** \$635,150

**Excess Revenues / (Expenditures)** \$244,250

11/1/24 Interest Series 2021 \$244,250

**Exhibit B**  
Assessment Roll

| strap      | Gross DS | Gross O&M |
|------------|----------|-----------|
| 0096800000 |          |           |
| 0098200040 |          |           |
| 0098200041 |          |           |
| 0098210000 |          |           |
| 0098210001 |          |           |
| 0098210010 | 1,459.66 | 622.63    |
| 0098210020 | 1,459.66 | 622.63    |
| 0098210030 | 1,459.66 | 622.63    |
| 0098210040 | 1,459.66 | 622.63    |
| 0098210050 | 1,459.66 | 622.63    |
| 0098210060 | 1,459.66 | 622.63    |
| 0098210070 | 1,459.66 | 622.63    |
| 0098210080 | 1,459.66 | 622.63    |
| 0098210090 | 1,459.66 | 622.63    |
| 0098210100 | 1,459.66 | 622.63    |
| 0098210110 | 1,459.66 | 622.63    |
| 0098210120 | 1,459.66 | 622.63    |
| 0098210130 | 1,459.66 | 622.63    |
| 0098210140 | 1,459.66 | 622.63    |
| 0098210150 | 1,459.66 | 622.63    |
| 0098210160 | 1,459.66 | 622.63    |
| 0098210170 | 1,459.66 | 622.63    |
| 0098210180 | 1,459.66 | 622.63    |
| 0098210190 | 1,459.66 | 622.63    |
| 0098210200 | 1,459.66 | 622.63    |
| 0098210210 | 1,459.66 | 622.63    |
| 0098210220 | 1,459.66 | 622.63    |
| 0098210230 | 1,459.66 | 622.63    |
| 0098210240 | 1,459.66 | 622.63    |
| 0098210250 | 1,459.66 | 622.63    |
| 0098210260 | 1,459.66 | 622.63    |
| 0098210270 | 1,459.66 | 622.63    |
| 0098210280 | 1,459.66 | 622.63    |
| 0098210290 | 1,459.66 | 622.63    |
| 0098210300 | 1,459.66 | 622.63    |
| 0098210310 | 1,459.66 | 622.63    |
| 0098210320 | 1,459.66 | 622.63    |
| 0098210330 | 1,459.66 | 622.63    |
| 0098210340 | 1,459.66 | 622.63    |
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| 0098210360 | 1,459.66 | 622.63    |
| 0098210370 | 1,459.66 | 622.63    |
| 0098210380 | 1,459.66 | 622.63    |
| 0098210390 | 1,459.66 | 622.63    |
| 0098210400 | 1,459.66 | 622.63    |
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| 0098210490 | 1,459.66 | 622.63 |
| 0098210500 | 1,459.66 | 622.63 |
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| 0098210590 | 1,605.63 | 622.63 |
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| 0098210770 | 1,605.63 | 622.63 |
| 0098210780 | 1,605.63 | 622.63 |
| 0098210790 | 1,605.63 | 622.63 |
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| 0098210970 | 1,605.63 | 622.63 |
| 0098210980 | 1,605.63 | 622.63 |
| 0098210990 | 1,605.63 | 622.63 |
| 0098211000 | 1,605.63 | 622.63 |
| 0098211010 | 1,605.63 | 622.63 |
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| 0098211040 | 1,605.63 | 622.63 |
| 0098211050 | 1,605.63 | 622.63 |
| 0098211060 | 1,605.63 | 622.63 |
| 0098211070 | 1,605.63 | 622.63 |
| 0098211080 | 1,605.63 | 622.63 |
| 0098211090 | 1,605.63 | 622.63 |
| 0098211100 | 1,605.63 | 622.63 |
| 0098211110 | 1,605.63 | 622.63 |
| 0098211120 | 1,605.63 | 622.63 |
| 0098211130 | 1,605.63 | 622.63 |
| 0098211140 | 1,605.63 | 622.63 |
| 0098211150 | 1,605.63 | 622.63 |
| 0098211160 | 1,605.63 | 622.63 |
| 0098211170 | 1,605.63 | 622.63 |
| 0098211180 | 1,605.63 | 622.63 |
| 0098211190 | 1,605.63 | 622.63 |
| 0098211200 | 1,605.63 | 622.63 |
| 0098211210 | 1,605.63 | 622.63 |
| 0098211220 | 1,605.63 | 622.63 |
| 0098211230 | 1,605.63 | 622.63 |
| 0098211240 | 1,605.63 | 622.63 |
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| 0098211270 | 1,605.63 | 622.63 |
| 0098211280 | 1,605.63 | 622.63 |
| 0098211290 | 1,605.63 | 622.63 |
| 0098211300 | 1,605.63 | 622.63 |
| 0098211310 | 1,605.63 | 622.63 |
| 0098211320 | 1,605.63 | 622.63 |
| 0098211330 | 1,605.63 | 622.63 |
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| 0098211350 | 1,605.63 | 622.63 |

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|------------|----------|--------|
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| 0098211370 | 1,605.63 | 622.63 |
| 0098211380 | 1,605.63 | 622.63 |
| 0098211390 | 1,605.63 | 622.63 |
| 0098211400 | 1,605.63 | 622.63 |
| 0098211410 | 1,605.63 | 622.63 |
| 0098211420 | 1,605.63 | 622.63 |
| 0098211430 | 1,605.63 | 622.63 |
| 0098211440 | 1,605.63 | 622.63 |
| 0098211450 | 1,605.63 | 622.63 |
| 0098211460 | 1,605.63 | 622.63 |
| 0098211470 | 1,605.63 | 622.63 |
| 0098211480 | 1,605.63 | 622.63 |
| 0098211490 | 1,605.63 | 622.63 |
| 0098211500 | 1,605.63 | 622.63 |
| 0098211510 | 1,605.63 | 622.63 |
| 0098211520 | 1,605.63 | 622.63 |
| 0098211530 | 1,605.63 | 622.63 |
| 0098320000 |          |        |

237,195.13 95,262.39

14,231.71 5,715.74

222,963.42 89,546.65

273 408,861.58 98,398.35

631,825.00 187,945.00

635,000.00

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2023-06,  
Adopting the Annual Meeting Schedule  
for Fiscal Year 2023-2024

**RESOLUTION 2023-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL  
YEAR 2023-2024**

**WHEREAS**, the Longleaf Pine Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 2004-423, Laws of Florida; and

**WHEREAS**, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

**WHEREAS**, the Board has proposed the Fiscal Year 2023-2024 annual meeting schedule as attached in **Exhibit A**;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF THE  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT**

1. The Fiscal Year 2023-2024 annual public meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published in accordance with the requirements of Florida law.

2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF JULY, 2023.**

**ATTEST:**

**LONGLeAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**EXHIBIT "A"**

**BOARD OF SUPERVISORS MEETING DATES  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023-2024**

October 19, 2023

January 18, 2024

April 18, 2024

July 18, 2024

All meetings will convene at 2:00 p.m. at 680 Crosswater Parkway, Ponte Vedra, FL 32081

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Letter from the Supervisor of Elections  
- St. Johns County

April 21, 2023

Longleaf Pine Community Development District  
Attn: Vivian Carvalho, Sr. Dist. Manager  
3501 Quadrangle Blvd, Ste. 270  
Orlando, FL 32817

Dear Ms. Carvalho:

In response to your request regarding Section 190.006(3)(a)(2)(d), Florida Statutes, the following information is applicable for:

Longleaf Pine CDD

16 registered voters in St. Johns County

This number is based on the streets within the legal description on file with this office as of April 15, 2023.

Please contact us if we may be of further assistance.

Sincerely,



Vicky C. Oakes  
Supervisor of Elections

VO/db



**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorizations  
# 40 – 43

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 040

4/6/2023

| Item<br>No.  | Vendor   | Invoice<br>Number | General Fund<br>FY 2023 |
|--------------|--|-------------------|-------------------------|
| 1            | <b>Kutak Rock</b><br>District Counsel Through 02/28/22 | 3197333           | \$ 308.00               |
| <b>TOTAL</b> |  |                   | <b>\$ 308.00</b>        |

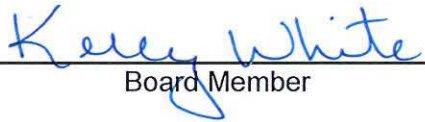
  
\_\_\_\_\_  
Board Member

Please Return To:  
Longleaf Pine CDD  
c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd. Ste. 270  
Orlando, FL 32817-8329

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 041  
4/14/2023

| Item No.     | Vendor   | Invoice Number | General Fund FY 2023 |
|--------------|--|----------------|----------------------|
| 1            | <b>Jacksonville Daily Record</b><br>Legal Advertising on 04/13/23  | 23-00193J      | \$ 86.00             |
| 2            | <b>PFM Group Consulting</b><br>District Management Fee: April 2023 | DM-04-2023-27  | \$ 2,083.33          |
| <b>TOTAL</b> |  |                | <b>\$ 2,169.33</b>   |

  
Board Member

Please Return To:  
Longleaf Pine CDD  
c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd. Ste. 270  
Orlando, FL 32817-8329

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 042

5/5/2023

| Item<br>No.  | Vendor   | Invoice<br>Number | General Fund<br>FY 2023 |
|--------------|--|-------------------|-------------------------|
| 1            | <b>Kutak Rock</b><br>District Counsel Through 03/31/23 | 3210627           | \$ 252.17               |
| <b>TOTAL</b> |  |                   | <b>\$ 252.17</b>        |

  
Board Member

Please Return To:  
Longleaf Pine CDD  
c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd. Ste. 270  
Orlando, FL 32817-8329

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 043

5/25/2023

| Item No.     | Vendor   | Invoice Number | General Fund FY 2023 |
|--------------|--|----------------|----------------------|
| 1            | <b>PFM Group Consulting</b><br>District Management Fee: May 2023 | DM-05-2023-27  | \$ 2,083.33          |
| <b>TOTAL</b> |  |                | <b>\$ 2,083.33</b>   |

  
\_\_\_\_\_  
Board Member

Please Return To:  
Longleaf Pine CDD  
c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd. Ste. 270  
Orlando, FL 32817-8329

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Requisitions #42 – 45

**EXHIBIT D**

**FORM OF REQUISITION  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2022**

The undersigned, a Responsible Officer of the Longleaf Pine Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), dated as of May 24, 2022, as supplemented by that certain First Supplemental Trust Indenture dated as of May 24, 2022 (collectively, the Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 42
- (B) Name of Payee: DUNN & ASSOCIATES, INC.
- (C) Amount Payable: \$2,858.31
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Phase 1 construction administration
- (E) Amount, if any, that is used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

- 1.  obligations in the stated amount set forth above have been incurred by the Issuer,

or

this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;

- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;

4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

By: Kelley White  
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Vincent J. Dunne  
Consulting Engineer



**EXHIBIT D**

**FORM OF REQUISITION  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2022**

The undersigned, a Responsible Officer of the Longleaf Pine Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), dated as of May 24, 2022, as supplemented by that certain First Supplemental Trust Indenture dated as of May 24, 2022 (collectively, the Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 43
- (B) Name of Payee: DUNN & ASSOCIATES, INC.
- (C) Amount Payable: \$589.45
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Phase 2 construction administration
- (E) Amount, if any, that is used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

- 1.  obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
 this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;

4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

By: Kerry White  
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Vincent J. Dunn  
Consulting Engineer

EXHIBIT D

FORM OF REQUISITION  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2022

The undersigned, a Responsible Officer of the Longleaf Pine Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), dated as of May 24, 2022, as supplemented by that certain First Supplemental Trust Indenture dated as of May 24, 2022 (collectively, the Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 44
- (B) Name of Payee: DUNN & ASSOCIATES, INC.
- (C) Amount Payable: \$1,896.84
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Phase 1 construction administration
- (E) Amount, if any, that is used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

- 1.  obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
 this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;

4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

By: Kelley White  
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Vincent J. Dunbar  
Consulting Engineer

**EXHIBIT D**

**FORM OF REQUISITION  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2022**

The undersigned, a Responsible Officer of the Longleaf Pine Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), dated as of May 24, 2022, as supplemented by that certain First Supplemental Trust Indenture dated as of May 24, 2022 (collectively, the Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 45
- (B) Name of Payee: DUNN & ASSOCIATES, INC.
- (C) Amount Payable: \$969.34
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Phase 2 construction administration
- (E) Amount, if any, that is used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

- 1.  obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
 this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;

4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**LONGLEAF PINE COMMUNITY  
DEVELOPMENT DISTRICT**

By: Kelly White  
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Vincent J. Dunne  
Consulting Engineer

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

District Financial Statements

**Longleaf Pine CDD**  
Statement of Financial Position  
As of 6/30/2023

|  | General Fund               | Debt Service Fund          | Capital Projects Fund        | Long Term Debt<br>Group      | Total                         |
|--|----------------------------|----------------------------|------------------------------|------------------------------|-------------------------------|
| <b><u>Assets</u></b>                     |                            |                            |                              |                              |                               |
| <b><u>Current Assets</u></b>             |                            |                            |                              |                              |                               |
| General Checking Account                 | \$118,400.58               |                            |                              |                              | \$118,400.58                  |
| Assessments Receivable                   | 43,711.25                  |                            |                              |                              | 43,711.25                     |
| Prepaid Expenses                         | 2,693.76                   |                            |                              |                              | 2,693.76                      |
| Assessments Receivable                   |                            | \$247,575.00               |                              |                              | 247,575.00                    |
| Debt Service Reserve Series 2022         |                            | 317,500.00                 |                              |                              | 317,500.00                    |
| Revenue Series 2022                      |                            | 2,144.71                   |                              |                              | 2,144.71                      |
| Acquisition/Construction 2022 Series     |                            |                            | \$2,095,004.18               |                              | 2,095,004.18                  |
| Total Current Assets                     | <u>\$164,805.59</u>        | <u>\$567,219.71</u>        | <u>\$2,095,004.18</u>        | <u>\$0.00</u>                | <u>\$2,827,029.48</u>         |
| <b><u>Investments</u></b>                |                            |                            |                              |                              |                               |
| Amount Available in Debt Service Funds   |                            |                            |                              | \$319,644.71                 | \$319,644.71                  |
| Amount To Be Provided                    |                            |                            |                              | 8,915,355.29                 | 8,915,355.29                  |
| Total Investments                        |                            | <u>\$0.00</u>              | <u>\$0.00</u>                | <u>\$9,235,000.00</u>        | <u>\$9,235,000.00</u>         |
| <b>Total Assets</b>                      | <u><u>\$164,805.59</u></u> | <u><u>\$567,219.71</u></u> | <u><u>\$2,095,004.18</u></u> | <u><u>\$9,235,000.00</u></u> | <u><u>\$12,062,029.48</u></u> |
| <b><u>Liabilities and Net Assets</u></b> |                            |                            |                              |                              |                               |
| <b><u>Current Liabilities</u></b>        |                            |                            |                              |                              |                               |
| Accounts Payable                         | \$18,582.98                |                            |                              |                              | \$18,582.98                   |
| Deferred Revenue                         | 43,711.25                  |                            |                              |                              | 43,711.25                     |
| Deferred Revenue                         |                            | \$247,575.00               |                              |                              | 247,575.00                    |
| Total Current Liabilities                | <u>\$62,294.23</u>         | <u>\$247,575.00</u>        | <u>\$0.00</u>                | <u>\$0.00</u>                | <u>\$309,869.23</u>           |
| <b><u>Long Term Liabilities</u></b>      |                            |                            |                              |                              |                               |
| Revenue Bonds Payable - Long-Term        |                            |                            |                              | \$9,235,000.00               | \$9,235,000.00                |
| Total Long Term Liabilities              |                            | <u>\$0.00</u>              | <u>\$0.00</u>                | <u>\$9,235,000.00</u>        | <u>\$9,235,000.00</u>         |
| <b>Total Liabilities</b>                 | <u><u>\$62,294.23</u></u>  | <u><u>\$247,575.00</u></u> | <u><u>\$0.00</u></u>         | <u><u>\$9,235,000.00</u></u> | <u><u>\$9,544,869.23</u></u>  |



**Longleaf Pine CDD**  
Statement of Financial Position  
As of 6/30/2023

|  | General Fund               | Debt Service Fund          | Capital Projects Fund        | Long Term Debt<br>Group      | Total                         |
|--|----------------------------|----------------------------|------------------------------|------------------------------|-------------------------------|
| <b><u>Net Assets</u></b>                     |                            |                            |                              |                              |                               |
| Net Assets - General Government              | \$6,127.35                 |                            |                              |                              | \$6,127.35                    |
| Current Year Net Assets - General Government | 98,884.01                  |                            |                              |                              | 98,884.01                     |
| Net Assets, Unrestricted                     |                            | \$538,050.18               |                              |                              | 538,050.18                    |
| Current Year Net Assets, Unrestricted        |                            | (218,405.47)               |                              |                              | (218,405.47)                  |
| Net Assets, Unrestricted                     |                            |                            | \$2,240,790.05               |                              | 2,240,790.05                  |
| Current Year Net Assets, Unrestricted        |                            |                            | (120,285.87)                 |                              | (120,285.87)                  |
| Net Assets - General Government              |                            |                            | (25,500.00)                  |                              | (25,500.00)                   |
| <b>Total Net Assets</b>                      | <u>\$105,011.36</u>        | <u>\$319,644.71</u>        | <u>\$2,095,004.18</u>        | <u>\$0.00</u>                | <u>\$2,519,660.25</u>         |
| <b>Total Liabilities and Net Assets</b>      | <u><u>\$167,305.59</u></u> | <u><u>\$567,219.71</u></u> | <u><u>\$2,095,004.18</u></u> | <u><u>\$9,235,000.00</u></u> | <u><u>\$12,064,529.48</u></u> |

**Longleaf Pine CDD**  
**Statement of Activities**  
As of 6/30/2023

|  | General Fund        | Debt Service Fund     | Capital Projects Fund | Long Term Debt Group | Total                 |
|--|---------------------|-----------------------|-----------------------|----------------------|-----------------------|
| <b><u>Revenues</u></b>                                       |                     |                       |                       |                      |                       |
| Off-Roll Assessments   | \$131,133.75        |                       |                       |                      | \$131,133.75          |
| Developer Contributions                                      | 5,000.00            |                       |                       |                      | 5,000.00              |
| Off-Roll Assessments   |                     | \$385,781.25          |                       |                      | 385,781.25            |
| Inter-Fund Group Transfers In                                |                     | (9,183.64)            |                       |                      | (9,183.64)            |
| Inter-Fund Transfers In                                      |                     |                       | \$9,183.64            |                      | 9,183.64              |
| <b>Total Revenues</b>  | <b>\$136,133.75</b> | <b>\$376,597.61</b>   | <b>\$9,183.64</b>     | <b>\$0.00</b>        | <b>\$521,915.00</b>   |
| <b><u>Expenses</u></b>                                       |                     |                       |                       |                      |                       |
| Public Officials Insurance                                   | \$2,250.00          |                       |                       |                      | \$2,250.00            |
| Trustee Services   | 1,346.87            |                       |                       |                      | 1,346.87              |
| Management   | 18,749.97           |                       |                       |                      | 18,749.97             |
| District Counsel   | 2,092.01            |                       |                       |                      | 2,092.01              |
| Postage & Shipping   | 3.51                |                       |                       |                      | 3.51                  |
| Legal Advertising  | 240.00              |                       |                       |                      | 240.00                |
| Web Site Maintenance   | 2,180.00            |                       |                       |                      | 2,180.00              |
| Dues, Licenses, and Fees                                     | 175.00              |                       |                       |                      | 175.00                |
| General Liability Insurance                                  | 2,750.00            |                       |                       |                      | 2,750.00              |
| Landscaping Maintenance & Material                           | 7,462.38            |                       |                       |                      | 7,462.38              |
| Principal Payment  |                     | \$135,000.00          |                       |                      | 135,000.00            |
| Interest Payments  |                     | 469,518.23            |                       |                      | 469,518.23            |
| Engineering  |                     |                       | \$70,781.58           |                      | 70,781.58             |
| District Counsel   |                     |                       | 640.00                |                      | 640.00                |
| Capital Expenditures   |                     |                       | 116,161.10            |                      | 116,161.10            |
| <b>Total Expenses</b>  | <b>\$37,249.74</b>  | <b>\$604,518.23</b>   | <b>\$187,582.68</b>   | <b>\$0.00</b>        | <b>\$829,350.65</b>   |
| <b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b> |                     |                       |                       |                      |                       |
| Interest Income  |                     | \$9,515.15            |                       |                      | \$9,515.15            |
| Interest Income  |                     |                       | \$58,113.17           |                      | 58,113.17             |
| <b>Total Other Revenues (Expenses) &amp; Gains (Losses)</b>  | <b>\$0.00</b>       | <b>\$9,515.15</b>     | <b>\$58,113.17</b>    | <b>\$0.00</b>        | <b>\$67,628.32</b>    |
| <b>Change In Net Assets</b>                                  | <b>\$98,884.01</b>  | <b>(\$218,405.47)</b> | <b>(\$120,285.87)</b> | <b>\$0.00</b>        | <b>(\$239,807.33)</b> |
| <b>Net Assets At Beginning Of Year</b>                       | <b>\$6,127.35</b>   | <b>\$538,050.18</b>   | <b>\$2,215,290.05</b> | <b>\$0.00</b>        | <b>\$2,759,467.58</b> |
| <b>Net Assets At End Of Year</b>                             | <b>\$105,011.36</b> | <b>\$319,644.71</b>   | <b>\$2,095,004.18</b> | <b>\$0.00</b>        | <b>\$2,519,660.25</b> |

**Longleaf Pine CDD**  
 Budget to Actual  
 For the Period Ending 6/30/2023

|   | Year To Date         |                      |                       |                              |
|---|----------------------|----------------------|-----------------------|------------------------------|
|   | Actual               | Budget               | Variance              | FY 2023<br>Adopted<br>Budget |
| <b><u>Revenues</u></b>                              |                      |                      |                       |                              |
| Assessments   | \$ 131,133.75        | \$ 131,133.75        | \$ -                  | \$ 174,845.00                |
| Developer Contributions                             | 5,000.00             | -                    | 5,000.00              | -                            |
| <b>Net Revenues</b>                                 | <b>\$ 136,133.75</b> | <b>\$ 131,133.75</b> | <b>\$ 5,000.00</b>    | <b>\$ 174,845.00</b>         |
| <b><u>General &amp; Administrative Expenses</u></b> |                      |                      |                       |                              |
| Public Officials' Insurance                         | \$ 2,250.00          | \$ 1,687.50          | \$ 562.50             | \$ 2,250.00                  |
| Trustee Services                                    | 1,346.87             | 4,500.00             | (3,153.13)            | 6,000.00                     |
| District Management                                 | 18,749.97            | 18,750.00            | (0.03)                | 25,000.00                    |
| Engineering   | -                    | 6,562.50             | (6,562.50)            | 8,750.00                     |
| Dissemination Agent                                 | -                    | 3,750.00             | (3,750.00)            | 5,000.00                     |
| District Counsel                                    | 2,092.01             | 6,562.50             | (4,470.49)            | 8,750.00                     |
| Reamortization                                      | -                    | 187.50               | (187.50)              | 250.00                       |
| Audit   | -                    | 2,850.00             | (2,850.00)            | 3,800.00                     |
| Arbitrage   | -                    | 750.00               | (750.00)              | 1,000.00                     |
| Legal Advertising                                   | 240.00               | 1,125.00             | (885.00)              | 1,500.00                     |
| Office Miscellaneous                                | 3.51                 | 750.00               | (746.49)              | 1,000.00                     |
| Dues, Licenses, and Fees                            | 175.00               | 131.25               | 43.75                 | 175.00                       |
| Web Site Maintenance                                | 2,180.00             | 1,890.00             | 290.00                | 2,520.00                     |
| Meeting Room  | -                    | 375.00               | (375.00)              | 500.00                       |
| Landscape Maintenance                               | 7,462.38             | 25,200.00            | (17,737.62)           | 33,600.00                    |
| Landscape Improvements                              | -                    | 1,500.00             | (1,500.00)            | 2,000.00                     |
| Irrigation Repairs & Maintenance                    | -                    | 1,500.00             | (1,500.00)            | 2,000.00                     |
| Utilites  | -                    | 25,200.00            | (25,200.00)           | 33,600.00                    |
| General Insurance                                   | 2,750.00             | 2,062.50             | 687.50                | 2,750.00                     |
| <b>Total General &amp; Administrative Expenses</b>  | <b>\$ 37,249.74</b>  | <b>\$ 105,333.75</b> | <b>\$ (68,084.01)</b> | <b>\$ 140,445.00</b>         |
| <b><u>Neighborhood Expenses</u></b>                 |                      |                      |                       |                              |
| Maintenance of Trees/Wetlands                       | -                    | 750.00               | (750.00)              | 1,000.00                     |
| Lake Maintenance                                    | -                    | 17,100.00            | (17,100.00)           | 22,800.00                    |
| Fountain Maintenance                                | -                    | 750.00               | (750.00)              | 1,000.00                     |
| Field Management                                    | -                    | 7,200.00             | (7,200.00)            | 9,600.00                     |
| <b>Total Neighborhood Expenses</b>                  | <b>\$ -</b>          | <b>\$ 25,800.00</b>  | <b>\$ (25,800.00)</b> | <b>\$ 34,400.00</b>          |
| <b>Total Expenses</b>                               | <b>\$ 37,249.74</b>  | <b>\$ 131,133.75</b> | <b>\$ (93,884.01)</b> | <b>\$ 174,845.00</b>         |
| <b>Net Income (Loss)</b>                            | <b>\$ 98,884.01</b>  | <b>\$ -</b>          | <b>\$ 98,884.01</b>   | <b>\$ -</b>                  |