MINUTES OF MEETING

LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Thursday, January 16, 2025, at 2:00 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	
Kristin Lasky	Admin - PFM Group Consulting LLC	(via phone)
Rachel Proctor	District Accountant - PFM Group Consulting LLC	(via phone)
Vince Dunn	District Engineer - Dunn & Associates, Inc.	(via phone)
Katie Buchanan	District Counsel - Cobb Cole	(via phone)
Mike Veazey	Project Manager - ICI Homes	
Homeowner		(via phone)

FIRST ORDER OF BUSINESS **Call to Order and Roll Call**

Ms. Carvalho called the meeting to order at 2:07 p.m. and quorum was established.

Public Comment Period

Ms. Carvalho gave an overview of the public comment period policies.

Homeowner noted that he is a new resident that moved into the community in June. He stated he is just trying to learn more about the CDD and obtain contact information. He asked for clarification on how voting notifications take place.

Ms. Carvalho gave an overview of the CDD meeting and the Landowner's Meeting. She noted that the advertisement is placed in the paper, based on statutory regulations. She stated that once there are 250 registered voters and the CDD has been in existence for 6 years, it will then transition to homeowner control from Developer/Landowner control.

Ms. White noted one of the best resources for information is the CDD website.

SECOND ORDER OF BUSINESS **Administrative Matters**

Administration of Oath of Office to Newly Elected Board Members

Ms. Carvalho stated there was Landowner's Election in November and noted that Mr. Hagan has been sworn in prior to the opening of this meeting.

Mr. Hagan waived his right to compensation.

Acknowledge of Teri Hansen Resignation Letter

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board accepted Teri Hansen's Resignation Letter.

Appointment of Replacement of Teri Hansen for Seat # 5

Ms. White requested to table this item.

Administration of Oath of Office to Newly Appointed Board Member for Seat # 5

This item was tabled.

THIRD ORDER OF BUSINESS **General Business Matters**

Consideration of the Minutes of the October 17, 2024, Board of Supervisors Meeting

The Board reviewed the minutes.

Ms. Carvalho called for a motion.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved the Minutes of the October 17, 2024, Board of Supervisors' Meeting.

Consideration of Minutes of the November 5, 2024, Landowners Election Meeting

The Board reviewed the minutes.

Ms. Carvalho called for a motion.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved the Minutes of the November 5, 2024, Landowners Election Meeting.

Consideration of Resolution 2025-02, Canvassing and Certifying the Results of Landowners Election

Ms. Carvalho called for a motion.

ON MOTION by Mr. Stowers, seconded by Ms. White, with all in favor, the Board approved Resolution 2025-02, Canvassing and Certifying the Results of Landowners Election.

Consideration of Resolution 2025-03, Election of Officers

Ms. Carvalho reviewed the current slate of Officers. This included Ms. White as Chair, Mr. Stowers as Vice Chair and all others as Assistant Secretaries.

The Board agreed to keep the current slate of Officers.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved Resolution 2025-03, Election of Officers.

Ratification of Payment Authorizations # 85, 92 – 101

Ms. Carvalho called for a motion.

ON MOTION by Mr. Stowers, seconded by Mr. Hagan, with all in favor, the Board ratified Payment Authorizations #85, and #92-101.

Ratification of Requisitions # 70 – 73

Ms. Carvalho called for a motion.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board ratified Requisitions #70 – 73.

Review of District Financial Statements

Ms. Carvalho stated the financials were as of November 2024.

The Board reviewed the District Financials.

There were no comments from the Board.

FOURTH ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Carvalho stated the next meeting is April 17, 2025, at the same location, at 2:00pm. The budget process will start at that meeting.

Audience Comments and Supervisors Requests

There were no supervisor requests at this time.

FIFTH ORDER OF BUSINESS **Adjournment**

Ms. Carvalho requested a motion to adjourn the meeting.

ON MOTION by Mr. Stowers, seconded by Ms. White, with all in favor, the January 16, 2025, Board of Supervisors' Meeting of Longleaf Pine CDD was adjourned at 2:16 p.m.

Secretary / Assistant Secretary

Kelly White

Chairperson / Vice Chairperson