

MINUTES OF MEETING

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

Thursday, July 10, 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
Kwame Jackson	Asst. District Manager - PFM Group Consulting LLC (via phone)
Kiara Cuesta	District Accountant - PFM Group Consulting LLC (via phone)
Jennifer Glasgow	District Accountant - PFM Group Consulting LLC (via phone)
Katie Buchanan	District Counsel – Kutak Rock LLP (via phone)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Carvalho called the meeting to order at 2:00 p.m. and a quorum was established.

Public Comment Period

There were no public comments at this time.

SECOND ORDER OF BUSINESS

Administrative Matters

Nominations for Vacant Seat 5

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Board nominated Ms. Teri Hansen to Seat 5.

Administer Oath of Office to Newly Appointed Board Member to Seat 5

Ms. Carvalho will administer the Oath of Office prior to the next Board meeting.

Consideration of Resolution 2025-04, Election of Officers

Ms. Carvalho reviewed the current slate of Officers and noted this would add Ms. Hansen.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved the Resolution 2025-04, Election of Officers with the slate of officers remaining the same and Teri Hansen added as Assistant Secretary.

THIRD ORDER OF BUSINESS

General Business Matters

Consideration of the Minutes of the April 17, 2025, Board of Supervisors Meeting

The Board reviewed the minutes.

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

Letter from Supervisor of Elections – St. Johns County

Ms. Carvalho noted there are 189 registered voters in the District as of April 2025, per the letter from the Supervisor of Elections – St. Johns County.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board accepted the Letter from the Supervisor of Elections – St. Johns County.

**Public Hearing on the Adoption of
the District's Annual Budget**

- a. Public Comments and
Testimony**
- b. Board Comments**
- c. Consideration of
Resolution 2025-07,
Adopting the Fiscal Year
2025/2026 Budget and
Appropriating Funds**

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board opened the Public Hearing on the Adoption of the District's Annual Budget.

There were no public comments.

There were no Board comments.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board closed the Public Hearing on the Adoption of the District's Annual Budget.

Ms. Carvalho reviewed the resolution.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved Resolution 2025-07, Adopting the Fiscal Year 2025/2026 Budget and Appropriating Funds with the amounts reflecting in the Exhibits.

**Consideration of Resolution 2025-
08, Levying O&M Assessments
and Certifying an Assessment Roll**

Ms. Carvalho reviewed the resolution.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved Resolution 2025-08, Levying O&M Assessments and Certifying an Assessment Roll.

Consideration of Resolution 2025-09, Adopting the Annual Meeting Schedule for Fiscal Year 2025/2026

Ms. Carvalho reviewed the meeting schedule and noted that the new location is reflected in the resolution. The Board agreed to hold the meetings at 2:30 p.m.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved Resolution 2025-09, Adopting the Annual Meeting Schedule for Fiscal Year 2025/2026.

Ratification of Payment Authorizations # 112-118

The Board reviewed the payment authorizations.

ON MOTION by Mr. Stowers, seconded by Mr. Hagan, with all in favor, the Board ratified Payment Authorizations #112-118.

Ratification of Requisition # 75 & #76

The Board reviewed the requisitions.

ON MOTION by Mr. Stowers, seconded by Mr. Hagan, with all in favor, the Board ratified Requisition #75 & #76.

Review of District Financial Statements

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 calendar invites for the new meeting schedule will be sent out and noted that all Board members have completed their Form 1.

Audience Comments and Supervisors Requests

There were no audience comments or Supervisor requests at this time.

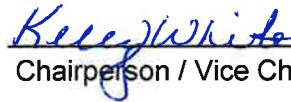
FIFTH ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the July 10, 2025, Board of Supervisors' Meeting of Longleaf Pine CDD was adjourned at 2:08 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson