

# Longleaf Pine Community Development District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817- 407-723-5900- FAX 407-723-5901

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

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The regular meeting of the Board of Supervisors and Auditor Selection Committee Meeting of Longleaf Pine Community Development District will be held on **Thursday, April 16, 2026, at 2:00 pm** at the **St. Augustine Airport Conference Center** located at **4730 Casa Cola Way, St. Augustine, FL 32095.**

Call in number: 1-844-621-3956 Passcode: 2536 634 0209 #

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

## BOARD OF SUPERVISORS' MEETING AGENDA

### Organizational Matters

- Call to Order
- Roll Call
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

### General Business Matters

1. Consideration of Minutes of July 10, 2025, Board of Supervisors' Rescheduled Meeting
2. Appointment of Auditor Selection Committee
3. Consideration of **Resolution 2026-01, Adopting Goals, Objectives, and Performance Measures & Standards**
4. Review of the Letter from the Supervisor of Elections – St. Johns County *(provided under separate cover)*
5. Consideration of **Resolution 2026-02, Designating a Date, Time, and Location for the 2026 Landowner's Meeting** *[suggested date of November 12, 2026]*
6. Consideration of **Resolution 2026-03, Approving a Preliminary Budget for Fiscal Year 2027 and Setting a Public Hearing Date** *[suggested date of July 16, 2026]* *(provided under separate cover)*
7. Review and Acceptance of FY 2025 Auditor Report
8. Ratification of FY 2025 Auditor Engagement Letter
9. Ratification of Landscape Maintenance Agreement with Ruppert Landscape
10. Ratification of Payment Authorizations Nos. 119 – 148
11. Ratification of Requisition Nos. 77 - 80
12. Review of District Financial Statements

### Other Business

- Staff Reports
  - District Counsel
  - District Engineer
  - District Manager
    - Next Meeting: July 16, 2026



- Supervisors Requests and Comments

### **Adjournment**

#### **AUDITOR SELECTION COMMITTEE MEETING AGENDA**

- Roll Call to Confirm a Quorum
- Review and Approval of Audit Documents
  - Audit RFP Notice
  - Instructions to Proposers
  - Evaluation Criteria – with and without price
- Adjournment



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# **Longleaf Pine Community Development District**

**Consideration of Minutes of July 10, 2025,  
Board of Supervisors' Rescheduled Meeting**

**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



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# **Longleaf Pine Community Development District**

## **Appointment of Auditor Selection Committee**



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# **Longleaf Pine Community Development District**

**Consideration of Resolution 2026-01,  
Adopting Goals, Objectives, and  
Performance Measures and Standards**

**RESOLUTION 2026-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Longleaf Pine Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

**WHEREAS**, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2025, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

**WHEREAS**, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

**SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

**SECTION 2.** The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of April 2026.

**ATTEST:**

**LONGLEAF PINE COMMUNITY DEVELOPMENT  
DISTRICT**

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

\_\_\_\_\_  
Chairman, Board of Supervisors

**Exhibit A:** Performance Measures/Standards and Annual Reporting

## Exhibit A

## Exhibit A:

### Longleaf Pine Community Development District

Goals, Objectives and Annual Reporting Form

#### Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

### **1. Community Communication and Engagement**

#### **Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes  No

#### **Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

**Standard:** 100% of meetings were advertised with 7 days notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes  No

#### **Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District Management.

Achieved: Yes  No

### **2. Financial Transparency and Accountability**

#### **Goal 2.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes  No

**Goal 2.2: Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

**Standard:** CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes  No

**Goal 2.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

**Achieved:** Yes  No

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

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

District Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_



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# **Longleaf Pine Community Development District**

**Review of the Letter from the Supervisor  
of Elections – St. Johns County  
*(provided under separate cover)***



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# **Longleaf Pine Community Development District**

**Consideration of Resolution 2026-02,  
Designating a Date, Time, and Location  
for the 2026 Landowner's Meeting**

**RESOLUTION 2026-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Longleaf Pine Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within St. Johns County, Florida; and

**WHEREAS**, the District's Board of Supervisors ("**Board**") is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing supervisors for the District on the first Tuesday after the first Monday in November, which shall be noticed pursuant to Section 190.006(2)(b), Florida Statutes.

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

Section 1. In accordance with Section 190.006(2), Florida Statutes, the meeting of the landowners to elect three (3) supervisors of the District, shall be held on November \_\_\_\_, 2026, at \_\_\_\_\_ .m. at \_\_\_\_\_.

Section 2. The District's Secretary is hereby directed to publish notice of this landowners' meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

Section 3. Pursuant to Section 190.006(2)(b), Florida Statutes, the landowners' meeting and election has been announced by the Board at its April 16, 2026, meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office located at \_\_\_\_\_ and the office of the District Manager, PFM Management Services LLC, Inc., 3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817.

Section 4. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 16TH DAY OF APRIL 2026.**

ATTEST:

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT**

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

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

**NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Longleaf Pine Community Development District (the "**District**"), containing approximately 528.53 acres in St. Johns County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: \_\_\_\_\_  
TIME: \_\_\_\_\_  
PLACE: \_\_\_\_\_

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817. At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District, for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817. There may be an occasion where one or more supervisors will participate in the meeting by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (407) 723-5900 at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

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

Vivian Carvalho  
District Manager  
Run Date(s): \_\_\_\_\_ & \_\_\_\_\_

**PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION.**

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF  
LONGLeAF PINE COMMUNITY DEVELOPMENT DISTRICT  
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: \_\_\_\_\_

TIME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**LANDOWNER PROXY**

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
LANDOWNERS' MEETING – \_\_\_\_\_**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints \_\_\_\_\_ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Longleaf Pine Community Development District to be held at \_\_\_\_\_, on November \_\_\_\_, 2026, at \_\_\_\_\_ am., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

\_\_\_\_\_  
Printed Name of Legal Owner

\_\_\_\_\_  
Signature of Legal Owner

\_\_\_\_\_  
Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

**Total Number of Authorized Votes:** \_\_\_\_\_

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

**OFFICIAL BALLOT**  
**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT**  
**ST. JOHNS COUNTY, FLORIDA**  
**LANDOWNERS' MEETING - \_\_\_\_\_**

**For Election (3 Supervisors):** The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Longleaf Pine Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

**Attach Proxy.**

I, \_\_\_\_\_, as Landowner, or as the proxy holder of \_\_\_\_\_ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE	NUMBER OF VOTES
Seat 3. _____	_____
Seat 4. _____	_____
Seat 5. _____	_____

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_



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# **Longleaf Pine Community Development District**

**Consideration of Resolution 2026-03,  
Approving a Preliminary Budget for Fiscal  
Year 2027 and Setting a Public Hearing Date  
*(provided under separate cover)***



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# **Longleaf Pine Community Development District**

## **Review and Acceptance of FY 2025 Auditor Report**



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

March 20, 2026

To the Board of Supervisors  
Longleaf Pine Community Development District  
St. Johns County, Florida

We have audited the financial statements of Longleaf Pine Community Development District (“District”) as of and for the fiscal year ended September 30, 2025, and have issued our report thereon dated March 20, 2026. Professional standards require that we advise you of the following matters relating to our audit.

We have also examined the District’s compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2025 which was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants.

## **Our Responsibility in Relation to the Financial Statement Audit**

Our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process.

However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Any findings regarding significant deficiencies or material weaknesses in internal control over financial reporting, material noncompliance, or other matters noted during our audit, **if any**, are communicated in separate reports included in the District’s financial report—titled *Independent Auditor’s Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards and Management Letter Pursuant to the Rules of the Auditor General of the State of Florida*.

## **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.

With respect to financial statement preparation, the following safeguards are in place:

- Management made all decisions and performed all management functions;
- A competent individual was assigned to oversee the services;
- Management evaluated the adequacy of the services performed;
- Management evaluated and accepted responsibility for the result of the service performed; and
- Management established and maintained internal controls, including monitoring ongoing activities.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management is responsible for selecting and applying appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 2 to the financial statements. There were no new accounting policies adopted and no changes in existing significant accounting policies or their application during the fiscal year, other than those described in Note 2, if any. No matters came to our attention that, under professional standards, we are required to inform you about concerning (1) the methods used to account for significant unusual transactions or (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments normally reflect management's knowledge and experience about past and current events and assumptions about future events.

Certain accounting estimates, if present, may be particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them could differ markedly from management's current judgments.

In connection with our audit, we considered the reasonableness of the accounting estimates used by management. The most sensitive accounting estimate(s) affecting the financial statements **included, as applicable:**

- Management's estimate of the useful lives of capital assets.
- Management's estimate of the liability for employee compensated absences.
- Management's estimate of the Net Other Post-Employment Benefits (OPEB) liability.
- Management's estimate of the Net Pension Liability.

If none of the above estimates or other sensitive estimates were applicable in the current year, this section should be read to indicate that no such significant accounting estimates were identified.

We evaluated the key factors and assumptions used by management to develop the estimate(s) and determined that they were reasonable in relation to the financial statements taken as a whole.

#### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District's financial statements **included, as applicable**:

- Long-term liabilities related to bonds payable and debt service requirements.
- Litigation, claims, and assessments related to pending legal matters; and
- Pension and Other Post-Employment Benefit (OPEB) plan disclosures.

If no such disclosures were identified for the current year, this section should be read to indicate that we did not note any financial statement disclosures involving significant judgment or sensitivity.

#### **Circumstances Affecting the Auditor's Report**

Professional standards require us to communicate any circumstances that affect the form or content of our auditor's report. **If applicable**, such circumstances—such as a modification of opinion, an emphasis-of-matter or other-matter paragraph, or a reference to substantial doubt about the District's ability to continue as a going concern—are described in our auditor's report included in the District's financial report. If no such circumstances existed, this section should be read to indicate that our report was unmodified.

#### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

#### **Corrected Misstatements**

Professional standards require us to communicate all material misstatements identified and corrected during the audit. Management has corrected all misstatements that were identified as a result of our audit procedures. Any such audit adjustments, **if applicable**, are summarized in the accompanying schedule of journal entries. If none were identified, this section should be read to indicate that we did not note any misstatements that were material, individually or in the aggregate, to the financial statements taken as a whole.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

#### **Representations Requested from Management**

Professional standards require that we obtain certain written representations from management as part of our audit. We have received such representations in a letter. A copy of this letter is available for your review upon request.

## **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

## **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

As noted previously in this letter, any current-year findings identified during our audit are communicated in our separate reports titled *Independent Auditor's Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* and *Management Letter Pursuant to the Rules of the Auditor General of the State of Florida*. If no findings were identified, this section should be read to indicate that we did not note any additional significant matters or findings requiring communication to those charged with governance.

This report is intended solely for the information and use of the Board of Supervisors and management of the District and is not intended to be and should not be used by anyone other than these specified parties.



Grau & Associates

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2025**

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Longleaf Pine Community Development District  
St. Johns County, Florida

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and each major fund of Longleaf Pine Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2025, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information Included in the Financial Report***

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c) but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 20, 2026, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

March 20, 2026

## MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the Lingleaf Pine Community Development District, St. Johns County, Florida ("District") would like to offer the readers of the District's financial statements this discussion and analysis of the District's financial activities for the fiscal year ended September 30, 2025. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$426,521.
- The change in the District's total net position in comparison with the prior fiscal year was \$229,983, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2025, the District's governmental funds reported combined ending fund balances of \$2,332,343, an increase of \$63,665 in comparison with the prior fiscal year. A portion of fund balance is nonspendable for prepaid items, restricted for debt service and capital projects, assigned to subsequent year's expenditures, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management), and maintenance functions.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category, the governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund, and capital projects fund, all of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION SEPTEMBER 30,	
	2025	2024
Assets, excluding capital assets	\$ 2,350,417	\$ 2,581,608
Capital assets, not being depreciated	7,244,850	7,226,402
Total assets	<u>9,595,267</u>	<u>9,808,010</u>
Liabilities, excluding long-term liabilities	218,746	516,472
Long-term liabilities	8,950,000	9,095,000
Total liabilities	<u>9,168,746</u>	<u>9,611,472</u>
Net Position		
Net investment in capital assets	(1,705,150)	(1,868,598)
Restricted	1,963,370	1,889,096
Unrestricted	168,301	176,040
Total net position	<u>\$ 426,521</u>	<u>\$ 196,538</u>

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure); less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations.

Key elements of the change in net position are reflected in the following table:

	CHANGES IN NET POSITION	
	FOR THE FISCAL YEAR ENDED SEPTEMBER 30,	
	2025	2024
Revenues:		
Program revenues		
Charges for services	\$ 744,989	\$ 1,054,011
Operating grants and contributions	18,305	20,478
Capital grants and contributions	68,829	92,291
General revenues	900	1,265
Total revenues	<u>833,023</u>	<u>1,168,045</u>
Expenses:		
General government	64,900	64,920
Maintenance and operations	52,510	45,039
Interest	485,630	492,379
Total expenses	<u>603,040</u>	<u>602,338</u>
Change in net position	<u>229,983</u>	<u>565,707</u>
Net position - beginning	196,538	(369,169)
Net position - ending	<u>\$ 426,521</u>	<u>\$ 196,538</u>

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2025, was \$603,040. Program revenues are comprised of assessments and interest income.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2025.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2025, the District had \$7,244,850 invested in capital assets for its governmental activities. In the government-wide financial statements no depreciation has been taken, which resulted in a net book value of \$7,244,850. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2025, the District had \$8,950,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide property owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Lingleaf Pine Community Development District's Finance Department at 3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817.

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2025**

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 183,124
Assessments receivable	157,628
Interest receivable	6,782
Prepaid items	2,694
Restricted assets:	
Investments	2,000,189
Capital assets:	
Nondepreciable	7,244,850
Total assets	9,595,267
<b>LIABILITIES</b>	
Accounts payable	18,074
Accrued interest payable	200,672
Non-current liabilities:	
Due within one year	155,000
Due in more than one year	8,795,000
Total liabilities	9,168,746
<b>NET POSITION</b>	
Net investment in capital assets	(1,705,150)
Restricted for debt service	376,329
Restricted for capital projects	1,587,041
Unrestricted	168,301
Total net position	\$ 426,521

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2025**

<u>Functions/Programs</u>	Program Revenues			Net (Expense) Revenue and Changes in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 64,900	\$ 64,900	\$ -	\$ -	\$ -
Maintenance and operations	52,510	43,871	-	68,829	60,190
Interest on long-term debt	485,630	636,218	18,305	-	168,893
Total governmental activities	603,040	744,989	18,305	68,829	229,083
		General revenues:			
		Unrestricted investment earnings		900	
		Total general revenues		900	
		Change in net position		229,983	
		Net position - beginning		196,538	
		Net position - ending		\$ 426,521	

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2025**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>ASSETS</b>				
Cash	\$ 183,124	\$ -	\$ -	\$ 183,124
Investments	-	418,495	1,581,694	2,000,189
Assessments receivable	536	157,092	-	157,628
Interest receivable	21	1,414	5,347	6,782
Prepaid items	2,694	-	-	2,694
Total assets	<u>\$ 186,375</u>	<u>\$ 577,001</u>	<u>\$ 1,587,041</u>	<u>\$ 2,350,417</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 18,074	\$ -	-	\$ 18,074
Total liabilities	<u>18,074</u>	<u>-</u>	<u>-</u>	<u>18,074</u>
Fund balances:				
Nonspendable:				
Prepaid items	2,694	-	-	2,694
Restricted for:				
Debt service	-	577,001	-	577,001
Capital projects	-	-	1,587,041	1,587,041
Assigned to:				
Subsequent year's expenditures	76,519	-	-	76,519
Unassigned	89,088	-	-	89,088
Total fund balances	<u>168,301</u>	<u>577,001</u>	<u>1,587,041</u>	<u>2,332,343</u>
Total liabilities and fund balances	<u>\$ 186,375</u>	<u>\$ 577,001</u>	<u>\$ 1,587,041</u>	<u>\$ 2,350,417</u>

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET –  
GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2025**

Total fund balances - governmental funds		\$	2,332,343
<p>Amounts reported for governmental activities in the statement of net position are different because:</p> <p>Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets in the net position of the government as a whole.</p>			
Cost of capital assets	7,244,850		
Accumulated depreciation	-		7,244,850
<p>Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.</p>			
Accrued interest payable	(200,672)		
Bonds payable	(8,950,000)		(9,150,672)
Net position of governmental activities		\$	426,521

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2025**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>REVENUES</b>				
Assessments	\$ 108,771	\$ 636,218	\$ -	\$ 744,989
Interest income	900	18,305	68,829	88,034
Total revenues	<u>109,671</u>	<u>654,523</u>	<u>68,829</u>	<u>833,023</u>
<b>EXPENDITURES</b>				
Current:				
General government	64,900	-	-	64,900
Maintenance and operations	52,510	-	-	52,510
Debt service:				
Principal	-	145,000	-	145,000
Interest	-	488,500	-	488,500
Capital outlay	-	-	18,448	18,448
Total expenditures	<u>117,410</u>	<u>633,500</u>	<u>18,448</u>	<u>769,358</u>
Excess (deficiency) of revenues over (under) expenditures	(7,739)	21,023	50,381	63,665
<b>OTHER FINANCING SOURCES (USES)</b>				
Interfund transfers in (out)	-	(13,879)	13,879	-
Total other financing sources (uses)	<u>-</u>	<u>(13,879)</u>	<u>13,879</u>	<u>-</u>
Net change in fund balances	(7,739)	7,144	64,260	63,665
Fund balances - beginning	<u>176,040</u>	<u>569,857</u>	<u>1,522,781</u>	<u>2,268,678</u>
Fund balances - ending	<u>\$ 168,301</u>	<u>\$ 577,001</u>	<u>\$ 1,587,041</u>	<u>\$ 2,332,343</u>

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2025**

Net change in fund balances - total governmental funds	\$	63,665
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures; however, in the statement of activities, the cost of those assets is eliminated and is capitalized in the statement of net position as capital assets.		18,448
Repayment of long-term liabilities are reported as expenditures in the governmental fund statement but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.		145,000
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.		<u>2,870</u>
Change in net position of governmental activities	\$	<u><u>229,983</u></u>

See notes to the financial statements

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY**

Longleaf Pine Community Development District ("District") was established on September 23, 2021 by Ordinance 2021-67 of the Board of County Commissioners of St. Johns County, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes ("Act"). The Act grants to the District among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the owners of the property within the District. The Board exercises all general powers granted to the District pursuant to Chapter 190, Florida Statutes. At September 30, 2025, all of the Board members are affiliated with ICI Crossroads Holdings, LLC ("Developer").

The Board has the final responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting; however, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon adopted budget and levied annually at a public hearing of the District. Debt Service Assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Debt Service Funds**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

### **Capital Projects Fund**

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

### **Assets, Liabilities and Net Position or Equity**

#### **Restricted Assets**

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### Deposits and Investments

The District's cash on hand and demand deposits are considered to be cash and cash equivalents.

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and any unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are completed and placed in service.

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

#### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### Fund Equity/Net Position

In the fund financial statements, governmental funds report nonspendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Other Disclosures

#### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

## NOTE 4 – DEPOSITS AND INVESTMENTS

### Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

### Investments

The District's investments were held as follows at September 30, 2025:

	Amortized Cost	Credit Risk	Maturities
First American Government Obligation Fund Class Z	\$ 2,000,189	S&P AAAM	Weighted average maturity: 45 days
Total Investments	<u>\$ 2,000,189</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments (Continued)

However, the Bond Indenture limits the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2025, were as follows:

Fund	Transfers in	Transfers out
Debt service	\$ -	\$ 13,879
Capital project	13,879	-
	<u>\$ 13,879</u>	<u>\$ 13,879</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, transfers from the debt service fund to the capital projects fund were made in accordance with the Bond Indentures.

## NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2025, was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Construction in progress	\$ 7,226,402	\$ 18,448	\$ -	\$ 7,244,850
Total capital assets, not being depreciated	<u>7,226,402</u>	<u>18,448</u>	<u>-</u>	<u>7,244,850</u>
Governmental activities capital assets	<u>\$ 7,226,402</u>	<u>\$ 18,448</u>	<u>\$ -</u>	<u>\$ 7,244,850</u>

At the time the District issued its Series 2022 Bonds, the infrastructure intended to serve the District was estimated at a total cost of approximately \$18,078,170 consisting of Phase 1 and Phase 2. The infrastructure includes roadways, utilities, stormwater systems and other improvements. A portion of the project costs is expected to be financed with the proceeds from the issuance of Bonds with the remainder to be funded by the Developer and conveyed to the District. The District is to own and maintain the roadways, the stormwater systems, and the landscaping and the other improvements. The utilities are to be owned and maintained by other governmental entities.

## NOTE 7 – LONG-TERM LIABILITIES

### Series 2022

On May 11, 2022, the District issued \$9,370,000 of Special Assessment Revenue Bonds, Series 2022, consisting of \$735,000 Term Bonds due on May 1, 2027, \$950,000 Term Bonds due on May 1, 2032, \$2,820,000 Term Bonds due on May 1, 2042, and \$4,865,000 Term Bonds due on May 1, 2052, with fixed interest rates ranging from 4.750% to 5.500%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1 and principal is to be paid serially on each May 1, commencing May 1, 2023.

The Series 2022 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. Upon satisfaction of certain conditions, a portion of the original reserve requirements will be transferred to the acquisition and construction trust account to pay for project costs in accordance with the bond indenture; this did not occur during the current fiscal year. The District is in compliance with those requirements of the Bond Indenture at September 30, 2025.

### Long-term debt activity

Changes in long-term liability activity for the fiscal year ended September 30, 2025, were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Series 2022	\$ 9,095,000	\$ -	\$ 145,000	\$ 8,950,000	\$ 155,000
Total	<u>\$ 9,095,000</u>	<u>\$ -</u>	<u>\$ 145,000</u>	<u>\$ 8,950,000</u>	<u>\$ 155,000</u>

At September 30, 2025, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2026	\$ 155,000	\$ 481,613	\$ 636,613
2027	160,000	474,250	634,250
2028	170,000	466,650	636,650
2029	180,000	458,150	638,150
2030	190,000	449,150	639,150
2031-2035	1,105,000	2,090,738	3,195,738
2036-2040	1,435,000	1,762,769	3,197,769
2041-2045	1,880,000	1,331,069	3,211,069
2046-2050	2,475,000	753,225	3,228,225
2051-2052	1,200,000	99,825	1,299,825
	<u>\$ 8,950,000</u>	<u>\$ 8,367,439</u>	<u>\$ 17,317,439</u>

## NOTE 8 – DEVELOPER TRANSACTIONS AND CONCENTRATION

The District's activity is dependent upon the continued involvement of the Developer Landowner, the loss of which could have a material adverse effect on the District's operations. Assessments include amounts paid by the Developer on Developer owned lots.

**NOTE 9 – COST SHARE AGREEMENT**

The District has entered into a cost share agreement with Middlebourne Property Owners Association, Inc. (the “Association”) for a re-use water meter that serves property owned by both parties. Under the agreement, the Association invoices the District quarterly for the District’s proportionate share of irrigation utility costs, which are payable within 30 days of receipt. The agreement may be terminated by either party upon 90 days’ written notice.

**NOTE 10 – MANAGEMENT COMPANY**

The District has contracted with a management company to perform management advisory services, which include financial and accounting advisory services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

**NOTE 11 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2025**

	Budgeted Amounts	Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original & Final		
<b>REVENUES</b>			
Assessments	\$ 107,395	\$ 108,771	\$ 1,376
Interest income	-	900	900
Total revenues	107,395	109,671	2,276
<b>EXPENDITURES</b>			
Current:			
General government	157,615	64,900	92,715
Maintenance and operations	24,780	52,510	(27,730)
Total expenditures	182,395	117,410	64,985
Excess (deficiency) of revenues over (under) expenditures	(75,000)	(7,739)	67,261
<b>OTHER FINANCING SOURCES (USES)</b>			
Carry forward surplus	75,000	-	(75,000)
Total other financing sources (uses)	75,000	-	(75,000)
Net change in fund balances	\$ -	(7,739)	\$ (7,739)
Fund balance - beginning		176,040	
Fund balance - ending		\$ 168,301	

See notes to required supplementary information

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the General Fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2025.

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
ST. JOHNS COUNTY, FLORIDA  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FL STATUTE 218.39(3)(C)  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2025  
UNAUDITED**

<u>Element</u>	<u>Comments</u>
Number of District employees compensated in the last pay period of the District's fiscal year being reported.	0
Number of independent contractors compensated to whom nonemployee compensation was paid in the last month of the District's fiscal year being reported.	3
Employee compensation	\$0
Independent contractor compensation	\$78,230
Construction projects to begin on or after October 1; (\$65K)	Not applicable
Budget variance report	
Ad Valorem taxes;	Not applicable
Non ad valorem special assessments;	
Special assessment rate	Operations and maintenance - \$346.53 Debt service - \$1,459.66 - 1,605.63
Special assessments collected	\$744,989
Outstanding Bonds:	
Series 2022, due May 1, 2052	\$8,950,000



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Longleaf Pine Community Development District  
St. Johns County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Longleaf Pine Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated March 20, 2026.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 20, 2026



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Longleaf Pine Community Development District  
St. Johns County, Florida

We have examined Longleaf Pine Community Development District, St. Johns County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2025. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2025.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Longleaf Pine Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

March 20, 2026



**MANAGEMENT LETTER PURSUANT TO THE RULES OF  
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Longleaf Pine Community Development District  
St. Johns County, Florida

**Report on the Financial Statements**

We have audited the accompanying basic financial statements of Longleaf Pine Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2025 and have issued our report thereon dated March 20, 2026.

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 20, 2026, should be considered in conjunction with this management letter.

**Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Longleaf Pine Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Longleaf Pine Community Development District, St. Johns County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

March 20, 2026

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2024.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2025.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2025.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met any of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2025. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 23.



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# **Longleaf Pine Community Development District**

## **Ratification of FY 2025 Auditor Engagement Letter**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

August 8, 2025

To Board of Supervisors  
Longleaf Pine Community Development District  
3501 Quadrangle Blvd., Ste. 270  
Orlando, FL 32817

We are pleased to confirm our understanding of the services we are to provide Longleaf Pine Community Development District, St. Johns County, Florida ("the District") for the fiscal year ended September 30, 2025. We will audit the financial statements of the governmental activities and each major fund (general, debt service, capital projects, and special revenue funds), including the related notes to the financial statements, which collectively comprise the basic financial statements of Longleaf Pine Community Development District as of and for the fiscal year ended September 30, 2025. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2025 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

#### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

### Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

### Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. The District will provide a statement describing corrective actions to be taken in response to each of our recommendations included in the audit report, if any, and relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

The auditor agrees and understands that Chapter 119, *Florida Statutes*, may be applicable to documents prepared in connection with the services provided hereunder and agrees to cooperate with public record requests made thereunder. In connection with this Agreement, the auditor agrees to comply with all provisions of Florida's public records laws, including but not limited to Section 119.0701, *Florida Statutes*, the terms of which are incorporated herein. Among other requirements, the auditor must:

- a. Keep and maintain public records required by the District to perform the service.
- b. Upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes* or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the auditor does not transfer the records to the District.
- d. Upon completion of this Agreement, transfer, at no cost, to the District all public records in possession of the auditor or keep and maintain public records required by the District to perform the service. If the auditor transfers all public records to the District upon completion of this Agreement, the auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the auditor keeps and maintains public records upon completion of the Agreement, the auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

**IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PFM GROUP CONSULTING LLC., 3501 QUADRANGLE BLVD., STE. 270, ORLANDO, FL 32817, 407-723-5900, [RECORDREQUEST@PFM.COM](mailto:RECORDREQUEST@PFM.COM).**

Our fee for these services will not exceed \$5,900 for the September 30, 2025, unless there is a change in activity by the District which results in additional audit work or if Bonds are issued.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Longleaf Pine Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, as described under the header "other services" of this agreement, has been discussed and coordinated with Vivian Carvalho. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report, which must be completed and filed with the Auditor General within nine (9) months after the end of the fiscal year. If the information is timely provided, the District shall receive a draft by May 15, 2026, and if the draft is timely reviewed by Management, the District shall receive the final audit by June 15, 2026.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Longleaf Pine Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. This letter, with any addendum if applicable, constitutes the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties.

Very truly yours,

Grau & Associates



\_\_\_\_\_  
Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Longleaf Pine Community Development District.

By: Keely White

Title: Chair

Date: August 18, 2025



FICPA Peer Review Program  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

AICPA Peer Review Program  
Administered in Florida  
by the Florida Institute of CPAs

**March 17, 2023**

**Antonio Grau**  
**Grau & Associates**  
**951 Yamato Rd Ste 280**  
**Boca Raton, FL 33431-1809**

**Dear Antonio Grau:**

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791



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# **Longleaf Pine Community Development District**

**Ratification of Landscape Maintenance  
Agreement with Ruppert Landscape**



*LANDSCAPE MANAGEMENT AGREEMENT*

*& SPECIFICATION*

*Longleaf Pines CDD*

*Presented By: Oscar Miranda Jr.*

# LANDSCAPE MANAGEMENT AGREEMENT

**THIS AGREEMENT** is entered into on October 24, 2025 by and between Ruppert Landscape, LLC, located at **5000-18 Hwy 17 #235 Fleming Island FL 32003** hereafter referred to as the “Contractor,” and **Longleaf Pines CDD**, the owner or designated owner representative, hereinafter referred to as the “Owner”.

The parties wish to enter into an Agreement to define the terms and conditions under which the Contractor will provide Landscape Management and related services to the Owner.

The parties hereby agree as follows:

1. **Services.** The Contractor agrees to perform Landscape Management and related services in accordance with **Addendum #1** “Landscape Management Specifications,” and all approved Alternate’s, which are **Longleaf PinesCDD**, herein referred to as the “Property.”
2. **Materials, Supplies and Equipment.** The Contractor will furnish all materials, labor, supplies and equipment necessary to perform the specified services. The Contractor reserves the right to subcontract lawn care services, irrigation services, mulch installation and integrated pest management services as deemed necessary.
3. **Initial Term.** The length of this Agreement is for One calendar year(s) following the start date. This Agreement shall commence on **December 1, 2025** (“Start Date”) and shall remain in effect for 12 months through November 30,2026 (“End Date”).  
*Please Note: If the Term is less than 3 years, Contractor’s pricing is typically 2%-4% higher than for a contract with a term of 3 or more years. Multi-year contracts allow us the opportunity to learn the job from a production efficiency and a customer preference standpoint. Furthermore, multi-year contracts help reduce our administrative overhead costs associated with the contract and increase the predictability of our labor needs, which provides stability to our workforce. These factors and more allow us to provide better pricing on multi-year contracts.*
4. **Automatic Agreement Extension.** Unless the Owner notifies Contractor or executes an alternate Agreement at least 30 days prior to the End Date of this Agreement, this contract shall automatically renew for an additional six (12) months under the same terms and conditions herein ; provided however, the annual Payments shall increase by the greater of the U.S. Bureau of Labor Statistic’s All-items, trailing12-month Consumer Price Index or three percent (3.0%) over the Payment amounts for the year immediately prior to the current extension period. Contractor will endeavor to provide an advanced renewal awareness notification that may include an alternative requested price adjustment and/or contract extension term.
5. **Consideration/Payment.**
  - A. In consideration of the Contractor’s performance described herein, the Owner agrees to pay the Contractor a yearly sum indicated below for a period of 1 year.

Basic Maintenance

January 2025 - December 2026 \$30,132.56

\* Plus state and local sales tax where applicable.

- B. **Payment.** Contractor's invoices will be sent to the Owner digitally, via email, to the department or contact person provided by the Owner. Payments will be due the 1st of each month for that month commencing December 31,2025 Invoices will be submitted by the Contractor 30 days prior to the due date. The payment schedule will be as follows:

January 1,2025 –Decembr 31, 2026 \$2,511.05

A late charge of 1.5% per month will be charged on all amounts past due. A \$40 fee will apply to any returned check. Should Owner choose to pay by credit card, third-party fees associated with this payment type will be covered by the addition of a Convenience Fee, which shall be added to the total transaction amount (the current Convenience Fee is 3.0%). We recommend making payments via check or via ACH, as neither of these forms of payment have any additional costs associated. In addition, ACH offers many of the same conveniences as paying by credit card, but without the added cost.

With respect to the contract, the equal monthly payments constitute a payment plan of convenience and are not representative of the actual work performed on the site. Below is a chart that represents the percentage of work performed in any given month based on a typical January through December twelve-month contract:

**North Carolina, South Carolina, Georgia, and Florida:**

<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
5%	7%	8%	10%	10%	10%	11%	11%	10%	7%	6%	5%

In the event of a cancellation, the Owner agrees to pay the Contractor any amount above and beyond the monthly payments for actual work performed and other expenses. The Contractor agrees to reimburse the Owner any amount overpaid by the monthly installment payments for actual work performed less any other expenses.

If the Contractor does not receive a payment for any reason not deemed by the Contractor to be the fault of the Contractor, the Contractor shall have the right, upon 24 hours' notice to the Owner to, (1) cease all work, (2) terminate the contract, or both. The Owner shall pay for all work completed, losses sustained, including lost profits and consequential damages, as well as reasonable attorney's fees and cost of collection incurred as a result of the Owner's failure to pay

- 6. **Owner's Use of Third-Party Servicers.** In the event that the Owner uses a third-party service for billing, work order management or accounts payable processing, insurance compliance, or any other administrative process. Owner agrees to notify Contractor 30 days prior to the commencement of any work being performed under this Agreement and agrees to provide all information, including any special formatting and any applicable fees,

necessary for the processing, approval and payment of the Contractor's invoices. Owner agrees to pay for any direct or indirect fees or set up costs related to Contractor's processing of invoices through the third-party servicer, with any such fees or costs being added to the Owner's invoice as an additional sum owed.

7. **Material Changes.** Contractor reserves the right, by written addendum, to adjust the remaining and/or future price of this Agreement based on material changes to: a) the Property, including but not limited to changes in size, scope, complexity or physical condition (collectively, "Scope Changes"), b) in the event of new or revised Federal, State, and local jurisdiction laws and or regulations (collectively, "Regulatory Changes") governing the services provided or the cost to produce them - Regulatory Changes can include, but are not limited to, minimum wage increases and pesticide bans, or c) the U.S. Bureau of Labor Statistic's All-items, trailing 12 month Consumer Price Index increases by more than 4.0% ("Inflation Changes"). Proposed adjustments to contract pricing resulting from Scope Changes, Regulatory Changes, and/or Inflation Change will be sent in advance, in writing and become effective in the first month following the written notice.
8. **Additional Services.** Services performed and/or materials delivered, which are not specifically mentioned herein, will be deemed "Additional Services." Additional Services will be proposed by a separate Agreement and will be billed separately, typically upon completion with all payments due within 30 days. At the discretion of the Contractor, alternate payment terms, including but not limited to billing in advance or in installments, may be required for Additional Services. Other than payment terms as stated above, the performance of Additional Services are subject to all the terms and conditions of this Agreement.
9. **Pre-Authorized Minor Repairs.** In the interest of expediency and efficiency, and in an effort to provide Owner with better pricing, the Contractor is authorized to perform incidental repairs and services ("Minor Repairs"), not otherwise included in this Agreement (such as removal of dead plants, emergency irrigation repairs, damage caused by vehicles, storm cleanup, watering, etc.), on a Time Plus Materials basis, not to exceed Four Hundred Dollars (\$400) for any one Minor Repair. These Minor Repairs shall be billed above the contract amount, without prior approval of the Owner, and shall be invoiced upon completion as Additional Services. Pre-authorization of Minor Repairs allows the Contractor to use discretion in maintaining the Property in the manner we believe to be in keeping with Owner's standards, and at cost effective pricing by not wasting time or increasing cost with unnecessary administrative work (e.g. – written proposals and multiple visits for incidental items). In the event that Owner disagrees with Contractor's decision regarding a Minor Repair, then Owner shall have seven (7) days from receipt of the invoice for the Minor Repair to reduce that invoice amount at Owner's reasonable discretion.
10. **Liability.** The Contractor is an independent Contractor and the Owner assumes no liability for injury to the Contractor or the Contractor's agents or employees, unless such injury is caused by the Owner, the Owner's agents, servants or employees. It is further understood that the Contractor is not liable for any damage of any kind whatsoever that is not caused by the Contractor, its agents or employees and the Contractor shall not be responsible for any damages other than direct damages. This exclusion includes, without limitation, incidental, consequential, special and punitive damages.

11. **Insurance.** Ruppert Landscape, LLC will maintain the following types and coverage of insurance:
  - A. Worker's compensation in the state in which the work is being performed.
  - B. Automobile liability coverage with combined single limits of \$1,000,000 per accident.
  - C. Comprehensive General Liability coverage with combined single limits of \$1,000,000 per occurrence and a \$2,000,000 aggregate. Products and Completed Operations coverage are included. Upon request of the Owner, the Contractor will provide the Owner evidence of insurance before commencing Services.
12. **Law.** This Agreement shall be governed by the laws of the state of Florida.
13. **Attorney's Fees.** In the event of suit or action commenced to enforce the terms of the Agreement, the prevailing party shall be entitled to reimbursement of its reasonable expenses, attorney's fees and costs, including appeals.
14. **Indemnification.** The Owner shall indemnify, defend and hold harmless Contractor, its owners, employees and subcontractors from and against any, and all claims, damages, reasonable attorney's fees, costs, and expenses which Contractor incurs as a result of a claim or claims brought by the Owner or any third party, arising out of any wrongdoing, negligence and/or breach of contract by the Owner alleged or otherwise, or any Act of God, including but not limited to extraordinary weather conditions, that is related, in any manner whatsoever, to the Premises or the Owner's involvement with the Premises or the Services, including but not limited to personal injuries resulting from slip and fall accidents.
15. **Notification of Deficient Work.** If the Owner believes the Contractor is providing deficient work, the Owner agrees to notify the Contractor of such deficiencies, in writing, within 10 days of said occurrence. If written notice is not received by the Contractor within 10 days of when the Owner knew or should have known about the deficiencies, the Owner will be deemed to have waived any and all claims to recover past payments and/or rights to withhold present or future payments due under this Agreement.
16. **Termination.**
  - A. **Breach.** It is agreed that either party may terminate this Agreement for cause, in the event of breach of this Agreement by giving sixty (60) days written notice of breach and at least thirty (30) days to cure such breach. A breach shall be deemed to have occurred, if the deficiency is not cured within the 30-day cure period.
  - B. **Payment.** It is agreed that the Contractor may immediately cease performance and terminate the Agreement without termination notice if the Owner refuses or fails to pay the Contractor according to the terms of this Agreement.
  - C. **Change of Ownership.** In the event that the Property is sold to a new ownership group or individual, as evidenced by a change in ownership in the property tax records associated with the Property or other such support reasonably acceptable to Contractor, then it is agreed that the new owner, or their representative shall have the right to terminate this Agreement up to 45

days following the date of the sale, by providing written notice of their desire to terminate. Such termination shall take effect 60 days following Contractor's receipt of written notice.

**D. Convenience.** Owner or Contractor may cancel this Agreement without cause, by providing sixty (60) days prior written notice to the other. If Owner elects for cancellation without cause prior to the expiration of the full term of this Agreement, the Owner shall pay all outstanding invoices plus, the greater of: i) Twenty Percent (20%) of the remaining balance of the contract amount, or ii) Three (3) monthly installment payments, as liquidated damages and not as a penalty.

**17. Assignment.** Should the Owner assign this Agreement to a new Owner or entity, the Contractor may require (1) approval of the credit worthiness of the new Owner and (2) written assumption by the new Owner of all terms in this Agreement. The Contractor may subcontract any portion of this Agreement to a qualified third party.

**18. Change of Property Ownership or Management.** Owner shall provide written notice to Contractor of any proposed change in the ownership or management of the Property at least 45 days prior to the effective date of any change. A change in ownership or management of the Property shall not relieve the Owner of its obligations hereunder, including, but not limited to the payments owed, unless Owner shall have given proper notice of termination pursuant to this Agreement.

**19. AGREEMENTS CONCERNING PERSONS OF A PARTY.**

**A. Agreements.** During the term of this Agreement and for a period of one year thereafter, neither party will call upon any owner, agent, subcontractor or employee of the other party or persons who were owners, agents, subcontractors or employees of the other within the then-previous 6 months, to employ, hire or otherwise interfere with the employment or business relationships of such persons without the prior written approval of the other party; nor will either party directly or indirectly, for itself or on behalf of or in connection with, any other persons, firm, partnership, corporation, association or facility, solicit, hire, employ or take away any such owner, agent, subcontractor, or employee from the other party. The parties agree that this provision is for the protection of their respective legitimate business interests and is not intended to restrict the employment rights of individuals.

**B. Remedies for Breach.** If either party breaches the above covenant, the offended party shall have the right, in addition to any other rights set forth herein, to apply to a court of competent jurisdiction for an injunction to restrain the offending party from employing such owners, agents, subcontractors or employees and for an order to enforce the terms of this section so breached, and the offending party shall be liable to the offended party for all reasonable attorney's fees, costs and expenses incurred by it to enforce the covenant.

**20. COMPLETE AGREEMENT.** This Agreement constitutes the entire Agreement of the parties. Both parties have read this Agreement and fully understand its contents.

Ruppert Landscape, LLC

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

Name: Anthony Bretz

Title: **Branch Manager**

Date: **October 24, 2025**

**Billing Address:**

Ruppert Landscape LLC  
5000-18 Hwy 17 #235  
Fleming Island FL 32003

**Billing Contact:**  
Colleen Ryan

Client: Longleaf Pine CDD

By: Kelly White

Name: KELLY WHITE

Title: CHAIR

Date: 11/25/25

**Job Name and Address:**

Longleaf Pines CDD  
1 Knights Lane  
St Johns, FL 32259



**Addendum #1**  
**LANDSCAPE MANAGEMENT SPECIFICATIONS**

**Mowing**

To ensure proper root development and to maintain aesthetic quality, all lawn areas shall be mowed and trimmed as needed so that no more than 1/3 of the leaf blades are removed per mowing. The finished cut height will vary based on the grass species. The mowing height will be 1-1/2" to 2" for Centipede and Zoysia turf, no greater than 2" for Bermuda, and 3" to 4" for St. Augustine and Bahia. Weather conditions and grass species will also dictate frequency and timing of cuts. Areas determined too wet for mowing equipment will be mowed when site conditions become conducive to a quality cut. Mowing shall be with a rotary mower with sharp blades to provide a quality cut. Prior to each mowing, all reasonable trash, sticks and other unwanted debris will be removed from lawns.

- a. The mowing operation includes trimming around all obstacles in or adjacent to turf areas including planting beds and tree saucers. Trimming around obstacles is performed with a line trimmer. Proper and effective line trimming requires unavoidable highspeed contact between the nylon trimmer line and the obstacle being trimmed around, inevitably causing wear damage to obstacles constructed of soft materials such as but not limited to wood, plastic, PVC, vinyl, and aluminum. Given this inevitability, the Contractor shall not be held responsible for damage done to obstacles that are in or directly adjacent to a lawn area. At the owner's request, contractor will chemically trim soft material obstacles in or adjacent to turf with a non-selective herbicide in lieu of mechanical trimming.

Mowing patterns will be established and changed on a regular basis to present the most aesthetically pleasing appearance. Grass clippings will be kept out of beds and tree pits. Excessive clippings will be dispersed, and all curbs and walks will be blown clean of debris.

**Edging**

Mechanical edging of all sidewalks, curbs and other paved areas shall be performed during each mowing cycle for each respective turf type, unless otherwise indicated. Debris from edging operations shall be removed and areas blown clean.

**Weed Control**

Beds and tree saucer wells will be weeded throughout the growing season to maintain a neat appearance at all times. This will be performed using pre-emergent and post-emergent herbicides, as well as hand-weeding. Chemicals will be used according to the product label. Chemical weed controls shall be applied in accordance with the manufacturer's labeled instructions avoiding areas with sensitive plants that may be damaged by the application.

A non-selective and/or pre-emergent herbicide will be applied to exposed joints in all walks, curbs and other paved areas to help control the growth of weeds.

Unless otherwise noted, the control or prevention of weeds in graveled areas or on dilapidated asphalt surfaces is not included in this scope of work. Effective weed control in graveled areas or on dilapidated asphalt surfaces varies based on expectations and site conditions, often involving the use of a soil sterilant, which can be done on approval as an additional service.

### **Pruning: Shrubs Perennials and Groundcover**

Formal shrubbery will be sheared regularly throughout the growing season to maintain a formal appearance unless otherwise indicated. Informal shrubbery will be pruned as needed throughout the growing season to maintain shrubbery in its existing condition unless otherwise indicated. Flowering shrubs shall be pruned after blooming and before bud set for the next bloom period to maximize flowering. Maintenance pruning provided does not include the more extensive operation of rejuvenation pruning required to address the needs of overgrown, neglected, or plants that have been improperly pruned or sheared in the past. Rejuvenation Pruning is a one-time additional service offered in a separate Agreement to be performed upon written approval and invoiced at an additional cost. Groundcovers shall be edged and pruned as needed to contain them within their borders. Standard pruning practices will be observed, and all resulting debris will be removed.

Perennials will be cut back and pruned at the appropriate times. In general, perennials will be cut back in early spring unless otherwise requested by the client.

### **Pruning Ornamental Trees**

Pruning of the Ornamental trees will be limited to trees up a height of 12' and a branch diameter of 3" or less.

Trees and/or shrubs of significant size or quantity identified as more than 50% dead will be documented, reported to the Owner, and removed upon approval as an Additional Service.

Tree staking systems, used to stabilize newly planted trees, may cause harm if not removed after stability has been achieved. Removing tree Staking systems is not included in these specifications but the service can be performed as an Additional Service under a separate agreement.

### **Integrated Pest Management (IPM)**

Our goal in implementing an IPM program is to utilize a variety of techniques to minimize plant health issues while respecting the environment through the judicious use of pesticides.

The Contractor shall be responsible for the detection, monitoring and control of plant damaging insects. The Contractor shall be aware of the potential pests, make regular inspections of the plant material and treat by cultural or chemical means, only as necessary to maintain pest populations below acceptable thresholds. Any treatments/applications in excess of this amount shall be performed following approval by Owner of the Additional Service.

Pesticides will be applied under the supervision of a certified applicator and in accordance with all applicable laws and regulations and manufacture's labeled instructions covering material to a height of 25 feet. Applications of pesticide shall be curative only and not be done as calendar scheduled, preventative or general cover treatments. IPM does not cover special treatments to palm trees or

hardwood trees that involve drenching or injections. If conditions exist that warrant such treatments, contractor will notify Owner, provide recommendations and propose remedial treatments as an Additional Service under a separate agreement.

Horticultural oil may be applied at the appropriate time beneficial to plants susceptible to over-wintering insects.

Specific diseases and insects, i.e., scale, pine bark beetle, Apple Scab, Japanese beetle, mites and borers, require an extensive control program that takes several seasons to achieve control. There are also specific insects and disease/fungus pathogens such as Rose Rosette Disease or Ash Borer, there are no legally available control products or known effective control measure other than to remove and dispose of the affected plants and is not covered under this program. Removal of diseased or infected plant material can be done on approval as an Additional Service.

Control of wildlife, waterfowl, and rodents that cause damage to plant material and turf in landscapes are not covered under this Agreement. Application of repellents or other control measures will reduce, but not prevent damage, and can be provided as an Additional Service.

### **Fertilization: Trees and Shrubs**

All shrubs, groundcover, and ornamental trees up to six-inch caliper not located in a turf area will be fertilized with a soluble nitrogen fertilizer as a surface application. prior to mulching. Application rates and fertilizer composition will vary depending on plant requirements and site conditions.

### **Turf Fertilization**

Finished turf shall be fertilized with a minimum of four pounds of actual nitrogen per 1000 square feet per year. Quantities and frequencies will be adequate to produce healthy growth and a consistent green color. This does not apply to Bahia grass areas but can be fertilized upon request as an additional service.

### **Turf Herbicides**

Turf herbicide treatments may be needed for extremely hard-to-control weeds, such as nutsedge, onions, Bermuda grass, wild violets and others. These conditions require special attention and cannot be controlled without additional services and treatments, in some cases several treatments. For these reasons, we provide this service as an Additional Service on an as-needed basis with prior approval from management.

### **Turf Insect and Disease Control**

Turf insect infestations are unpredictable and will be controlled on a curative basis following regular IPM inspections. Applications made are intended to control surface insects such as chinch bugs, mole crickets, sod webworms, and Armyworms and will be made as needed. This does not apply to Bahia grass areas but can be treated as an Additional service upon request.

Due to the nature of turf diseases being extremely weather-sensitive and expensive to control, treatments will be done on a curative basis only, as an Additional Service with prior approval from owner.

The contractor cannot assure expected or desired results of the Turf Care Program unless proper and timely watering can be done as defined by the product label. The effectiveness of most control products (weed, disease, and pest control) are largely influenced by the critical timing of proper watering.

### **Leaf Removal**

Naturally fallen leaves in beds and on paved surfaces are considered landscape debris and will be removed throughout the season during routine mowing visits. This does not apply to storm generated debris addressed below under Storm Clean-up.

### **Off-Season Visits**

During the off-season the Contractor will visit the Property, inspecting the grounds, gathering and removing accumulated debris, weeds, and minor trash from the landscape and parking areas.

### **Storm Clean-Up**

Clean-up and removal of major (tornado, hurricane, severe winds, etc.) storm damage debris, fallen trees, tree limbs, or other excessive debris that cannot be otherwise cleaned up during a routine service visit is not covered under this agreement but can be provided as an Additional Service if necessary.

### **Pre-existing Deficiencies and Acts of Nature**

Pre-existing deficiencies, damage caused by others, or extraordinary acts of nature/weather (i.e. hurricanes tornadoes, high winds freeze, frost, fire, floods, and droughts) will not be the responsibility of the contractor but can be addressed as an additional service.

### **Irrigation Management and Monitoring**

If a functioning irrigation system exists, the Contractor has provided a full-scope Irrigation Management Agreement as Alternate #6 as part of this proposal for review and approval. If the Owner declines Alternate #7, Irrigation Management, the Contractor shall be responsible only for visually monitoring the system's effectiveness and reporting any deficiencies to the Owner. Monitoring will include regular visual checkups of the irrigated areas by Contractor, who will share their observations with the Owner's on-site or property management representative. Absent the Owner's approval of

Alternate #6 the Owner accepts all responsibility for the operation, adjustment, and effectiveness of the irrigation system.

**OTHER**

**Watering Manually**

The landscape Contractor shall not be responsible for any hand-watering of trees, shrubs, groundcover, or flowers unless preapproved by the Owner below as an Additional Service at the following rates, and assuming a minimum 3 hours per visit:

- \* Hand-watering by garden hose from a private water source on-site is \$60.00 per hour.
- \* Hand-watering by hose from a metered public source (hydrant) is \$70.00 per hour.
- \* Tank-truck watering, from a metered public source (hydrant) is \$100.00 per hour.

“On multi-year Agreements, the above hourly rates for manual watering will adjust on an annual basis on the anniversary date commensurate with the percent change in the annual contract not including the value of scope changes.”

Owner initials required to approve-this provision:     Kw

**Addendum #2**  
**Enhancement Services Summary**

Ruppert Landscape, LLC operates enhancement departments within our landscape management branches in order to be responsive to your special needs and to provide Additional Services that increase the quality and appearance of your Property without interfering with the scheduled routine maintenance. The most common, necessary and popular enhancements are summarized below according to your Property's need. Detailed descriptions of the proposed services are attached for your review as alternates to this Agreement. Please signify your acceptance of these alternates by placing your initials next to the services desired for:

**Alternate #1: Flower Rotations**

<u>ROTATION</u>	<u>QTY</u>	<u>\$AMT</u>	<u>INITIAL</u>
December	320	\$796.84	
March	320	\$796.84	
June	320	\$796.84	
September	320	\$796.84	
			Total Rotations: 4
			Total: \$3,187.36

<u>Alt#</u>	<u>SERVICE DESCRIPTION</u>	<u>\$AMT</u>	<u>INITIAL</u>
#1	Turf Grass Services: Mowing, Edging, Turf Pogram, Hard Surface Weed Control	\$15,438.98	<u>KW</u>
#2	Plant Horticultural Services: Shearing Tree Pruning, Perennial Cut-Back, Spring Mulch, Weeding, Horticulture	\$6,369.88	<u>KW</u>
#3	Complementary Property Services: Irrigation Services, Other Maintenance	\$5,136.33	<u>KW</u>

Irrigation repairs not included @ \$85/hr plus materials.

Maintenance reports will be provided for good communication practices.

*Payment for all enhancement services except irrigation management shall be requisitioned separately upon completion, and will be due in full within 30 days. Payment terms for Irrigation Management are stipulated on the details of Alternate #7.*

The enhancement services are hereby accepted as designated by the above initials. Contractor is authorized to perform these services at the above stated prices.

Name of Owner: Keuy White Signature: Keuy White Date: 11/25/25





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# **Longleaf Pine Community Development District**

**Ratification of Payment Authorization  
Nos. 119 – 148**

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 119  
6/27/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
06-2025	Middlebourne POA (LPINE)	06/30/2025	Longleaf Pine CDD	1,524.11
715638	Ruppert Landscape LLC (LPINE)	03/31/2025	Longleaf Pine CDD	771.96
737573	Ruppert Landscape LLC (LPINE)	06/25/2025	Longleaf Pine CDD	1,996.00
<b>Total:</b>				<b>4,292.07</b>

*Kwame Jackson*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Kelly White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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. 120  
7/3/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
7794599	U.S. BANK (LPINE)	06/25/2025	Longleaf Pine CDD	4,040.63
7457	VGLOBALTECH (LPINE)	06/30/2025	Longleaf Pine CDD	300.00
7487	VGLOBALTECH (LPINE)	07/01/2025	Longleaf Pine CDD	160.00
Total:				4,500.63

*Kwame Jackson*  
Secretary / Assistant Secretary

*Keezy White*  
Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 121  
7/11/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
3594596	KUTAK ROCK LLP (LPINE)	07/09/2025	Longleaf Pine CDD	1,286.55
137220	PFM GROUP CONSULTING (LPINE)	07/07/2025	Longleaf Pine CDD <i>Disclosure</i>	1,250.00
DM-07-2025-33	PFM GROUP CONSULTING (LPINE)	07/01/2025	Longleaf Pine CDD <i>Dist. Mgmt</i>	2,291.67
2048494	THE LAKE DOCTORS (LPINE)	07/11/2025	Longleaf Pine CDD	580.00
<b>Total:</b>				<b>5,408.22</b>

*Venessa Ripoll*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Kacey White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 122  
8/8/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
2056228	THE LAKE DOCTORS (LPINE)	08/11/2025	Longleaf Pine CDD	580.00
			<b>Total:</b>	<b>580.00</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kelley White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 123  
8/15/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-08-2025-34	PFM GROUP CONSULTING (LPINE)	08/08/2025	Longleaf Pine CDD	2,291.67
			<b>Total:</b>	<b>2,291.67</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Keegan White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 124  
8/22/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
36931A	FOUNTAIN DESIGN GROUP INC (LPINE)	08/21/2025	Longleaf Pine CDD	245.00
<b>Total:</b>				<b>245.00</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kenneth White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 125  
8/29/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
7566	VGLOBALTECH (LPINE)	08/01/2025	Longleaf Pine CDD	160.00
			<b>Total:</b>	<b>160.00</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kerry White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 126  
9/5/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
7648	VGLOBALTECH (LPINE)	09/01/2025	Longleaf Pine CDD	160.00
			<b>Total:</b>	<b>160.00</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kenny White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 127  
9/12/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-09-2025-34	PFM GROUP CONSULTING (LPINE)	09/04/2025	Longleaf Pine CDD	2,291.63
2064458	THE LAKE DOCTORS (LPINE)	09/10/2025	Longleaf Pine CDD	580.00
<b>Total:</b>				<b>2,871.63</b>

*Venessa Ripoll*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Kerry White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 128  
9/26/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
29036	EGIS INSURANCE ADVISORS, LLC (LPINE)	09/05/2025	Longleaf Pine CDD	6,232.00
3627220	KUTAK ROCK LLP (LPINE)	09/24/2025	Longleaf Pine CDD	227.50
09-2025	Middlebourne POA (LPINE)	09/30/2025	Longleaf Pine CDD	2,009.60
<b>Total:</b>				<b>8,469.10</b>

*Vivian Carvalho*

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*Kecce White*

Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 129  
10/3/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
138235	PFM GROUP CONSULTING (LPINE) <i>financial disclosure</i>	09/29/2025	Longleaf Pine CDD	1,250.00
			<b>Total:</b>	<b>1,250.00</b>

*Kwame Jackson*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*K. L. ...*  
\_\_\_\_\_  
Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 130  
10/10/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
93582	FloridaCommerce (LPINE)	10/01/2025	Longleaf Pine CDD	175.00
25-00581J	JACKSONVILLE DAILY RECORD (LPINE)	10/09/2025	Longleaf Pine CDD	74.00
2068472	THE LAKE DOCTORS (LPINE)	10/06/2025	Longleaf Pine CDD	580.00
7724	VGLOBALTECH (LPINE)	09/30/2025	Longleaf Pine CDD	300.00
7779	VGLOBALTECH (LPINE)	10/01/2025	Longleaf Pine CDD	170.00
<b>Total:</b>				<b>1,299.00</b>

*Venessa Ripoll*  
Secretary / Assistant Secretary

*Karey White*  
Chairman / Vice Chairman

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Orlando, FL 32817-8329

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 131  
10/17/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-10-2025-34	PFM GROUP CONSULTING (LPINE)	10/01/2025	Longleaf Pine CDD	2,416.67
<b>Total:</b>				<b>2,416.67</b>

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

  
\_\_\_\_\_  
Chairman / Vice Chairman

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 132  
11/7/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
37637A	FOUNTAIN DESIGN GROUP INC (LPINE)	11/05/2025	Longleaf Pine CDD	245.00
OE-EXP-11-2025-36	PFM GROUP CONSULTING (LPINE)	11/04/2025	Longleaf Pine CDD	0.74
2070284	THE LAKE DOCTORS (LPINE)	11/05/2025	Longleaf Pine CDD	580.00
7906	VGLOBALTECH (LPINE)	11/01/2025	Longleaf Pine CDD	170.00
<b>Total:</b>				<b>995.74</b>

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

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c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd. Ste. 270  
Orlando, FL 32817-8329

✓

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 133  
11/14/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
3655453	KUTAK ROCK LLP (LPINE)	11/12/2025	Longleaf Pine CDD	134.00
DM-11-2025-41	PFM GROUP CONSULTING (LPINE)	11/06/2025	Longleaf Pine CDD	2,416.67
<b>Total:</b>				<b>2,550.67</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kelly White*

Chairman / Vice Chairman

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Orlando, FL 32817-8329

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 134  
11/21/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
POSTAGE-111725	ST. JOHNS COUNTY TAX COLLECTOR (LPINE)	11/17/2025	Longleaf Pine CDD	29.05
<b>Total:</b>				<b>29.05</b>

*Venessa Ripoll*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Kelly White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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Orlando, FL 32817-8329



**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 135  
11/26/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
139319	PFM GROUP CONSULTING (LPINE)	11/24/2025	Longleaf Pine CDD	10,000.00
780474	Ruppert Landscape LLC (LPINE)	11/30/2025	Longleaf Pine CDD	2,487.46
<b>Total:</b>				<b>12,487.46</b>

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

  
\_\_\_\_\_  
Chairman / Vice Chairman

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. 136  
12/5/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-12-2025-43	PFM GROUP CONSULTING (LPINE)	12/01/2025	Longleaf Pine CDD	2,416.67
721723	Ruppert Landscape LLC (LPINE)	04/30/2025	Longleaf Pine CDD	1,715.50
730304	Ruppert Landscape LLC (LPINE)	05/31/2025	Longleaf Pine CDD	2,487.46
737815	Ruppert Landscape LLC (LPINE)	06/30/2025	Longleaf Pine CDD	2,487.46
748015	Ruppert Landscape LLC (LPINE)	07/31/2025	Longleaf Pine CDD	2,487.46
753246	Ruppert Landscape LLC (LPINE)	08/31/2025	Longleaf Pine CDD	2,487.46
761373	Ruppert Landscape LLC (LPINE)	09/30/2025	Longleaf Pine CDD	2,487.46
770756	Ruppert Landscape LLC (LPINE)	10/31/2025	Longleaf Pine CDD	2,487.46
<b>Total:</b>				<b>19,056.93</b>

*Kwame Jackson*  
Secretary / Assistant Secretary

*Key White*  
Chairman / Vice Chairman

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. 137  
12/12/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
8041	VGLOBALTECH (LPINE)	12/01/2025	Longleaf Pine CDD	170.00
			<b>Total:</b>	<b>170.00</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kenneth White*

Chairman / Vice Chairman

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. 138  
12/19/2025

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
12-2025	Middlebourne POA (LPINE)	12/31/2025	Longleaf Pine CDD	2,687.57
139777	PFM GROUP CONSULTING (LPINE)	12/15/2025	Longleaf Pine CDD	1,250.00
<b>Total:</b>				<b>3,937.57</b>

*Venessa Ripoll*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Kerry White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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. 139  
1/2/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
791457	Ruppert Landscape LLC (LPINE)	12/31/2025	Longleaf Pine CDD	2,487.46
2071830	THE LAKE DOCTORS (LPINE)	12/29/2025	Longleaf Pine CDD	580.00
<b>Total:</b>				<b>3,067.46</b>

*Kwame Jackson*

Secretary / Assistant Secretary

*Kenny White*

Chairman / Vice Chairman

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

LONLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization No. 140  
1/9/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
26-00010J	JACKSONVILLE DAILY RECORD (LPINE)	01/08/2026	Longleaf Pine CDD	83.00
Total:				83.00

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kenny White*

Chairman / Vice Chairman

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. 141  
1/16/2026

<b>Invoice No</b>	<b>Supplier</b>	<b>Invoice Date</b>	<b>Property</b>	<b>Invoice Amount</b>
DM-01-2026-40	PFM GROUP CONSULTING (LPINE)	01/05/2026	Longleaf Pine CDD	2,416.67
796707	Ruppert Landscape LLC (LPINE)	01/15/2026	Longleaf Pine CDD	1,105.00
2096992	THE LAKE DOCTORS (LPINE)	01/14/2026	Longleaf Pine CDD	580.00
<b>Total:</b>				<b>4,101.67</b>

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

  
\_\_\_\_\_  
Chairman / Vice Chairman


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

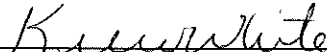


**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 142  
1/23/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
8060	VGLOALTECH (LPINE)	12/02/2025	Longleaf Pine CDD	300.00
8130	VGLOALTECH (LPINE)	01/01/2026	Longleaf Pine CDD	170.00
<b>Total:</b>				<b>470.00</b>

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

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

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**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 143  
1/30/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
801037	Ruppert Landscape LLC (LPINE)	01/31/2026	Longleaf Pine CDD	2,511.05
			<b>Total:</b>	<b>2,511.05</b>

*Kwame Jackson*  
Secretary / Assistant Secretary

*Kenneth White*  
Chairman / Vice Chairman

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. 144  
2/6/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
38428A	FOUNTAIN DESIGN GROUP INC (LPINE)	02/06/2026	Longleaf Pine CDD	245.00
DM-02-2026-40	PFM GROUP CONSULTING (LPINE)	02/05/2026	Longleaf Pine CDD	2,416.67
8210	VGLOBALTECH (LPINE)	02/01/2026	Longleaf Pine CDD	170.00
<b>Total:</b>				<b>2,831.67</b>

*Venessa Ripoll*  
Secretary / Assistant Secretary

*Kacey White*  
Chairman / Vice Chairman

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. 145  
2/13/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
2118773	THE LAKE DOCTORS (LPINE)	02/12/2026	Longleaf Pine CDD	580.00
			Total:	580.00

*Venessa Ripoll*  
\_\_\_\_\_  
Secretary / Assistant Secretary

*Katey White*  
\_\_\_\_\_  
Chairman / Vice Chairman

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. 146  
2/27/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
811898	Ruppert Landscape LLC (LPINE)	02/28/2026	Longleaf Pine CDD	2,511.05
			<b>Total:</b>	<b>2,511.05</b>

*Kwame Jackson*  
Secretary / Assistant Secretary

*Kelley White*  
Chairman / Vice Chairman

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. 147  
3/6/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
28834	GRAU AND ASSOCIATES (LPINE)	03/02/2026	Longleaf Pine CDD	5,900.00
140942	PFM GROUP CONSULTING (LPINE)	03/03/2026	Longleaf Pine CDD	15.63
2128172	THE LAKE DOCTORS (LPINE)	03/06/2026	Longleaf Pine CDD	580.00
8297	VGLOBALTECH (LPINE)	03/01/2026	Longleaf Pine CDD	170.00
<b>Total:</b>				<b>6,665.63</b>

*Vivian Carvalho*

Secretary / Assistant Secretary

*Kacey White*

Chairman / Vice Chairman

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. 148  
3/13/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-03-2026-40	PFM GROUP CONSULTING (LPINE)	03/05/2026	Longleaf Pine CDD	2,416.67
Total:				2,416.67

*Venessa Ripoll*

Secretary / Assistant Secretary

*Kelly White*

Chairman / Vice Chairman

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



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# **Longleaf Pine Community Development District**

**Ratification of Requisition  
Nos. 77 – 80**

EXHIBIT D

FORM OF REQUISITION  
LONGBLEAF 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: 77
- (B) Name of Payee: **LIVE OAK ENGINEERING, INC..**
- (C) Amount Payable: **\$1,459.50**
- (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 3 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.

Elmer R. Wiegman  
Consulting Engineer



LIVE OAK  
ENGINEERING

## Live Oak Engineering

2509 7th Ave S  
Birmingham, AL 35233

## INVOICE

Invoice Number: 2021-348.30CA-4  
Date: August 08, 2025  
Project Number: 2021-348.30CA  
P.O. Number: REQUISITION REQUIRED  
Payment Terms: Net 30

### Longleaf Pine CDD

Attn: Kelly White  
c/o PFM Group Consulting LLC  
3501 Quadrangle Blvd  
Suite 270  
Orlando, FL 32817

### Middlebourne Phase 3 CA

#### For Professional Services Rendered Through: August 02, 2025

Work this period consists of shop drawing review, on site inspections and pay app review

### Professional Services

#### Construction Administration

	Hours	Rate	Amount
CAD Designer II	5.00	95.00	\$475.00
Engineer III	3.25	150.00	\$487.50
Engineer IV	2.50	175.00	\$437.50
Subtotal	10.75		\$1,400.00

#### Billing Limits

	Current	Prior	Total
Total Billings	\$1,400.00	\$13,432.50	\$14,832.50
Limit			\$70,000.00
Remaining			\$55,167.50

Phase Subtotal \$1,400.00

Professional Services Subtotal \$1,400.00

### Reimbursable Expenses

#### Reimbursable Expenses

	Amount
Mileage - 85 Miles	\$59.50

Subtotal

\$59.50

**Billing Limits**

**Current**

**Prior**

**Total**

Total Billings

\$59.50

\$304.00

\$363.50

Limit

\$7,500.00

Remaining

\$7,136.50

**Phase Subtotal**

\$59.50

**Reimbursable Expenses Subtotal**

**\$59.50**

**Invoice Total**

**\$1,459.50**

**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: 78
- (B) Name of Payee: LIVE OAK ENGINEERING, INC..
- (C) Amount Payable: \$1,856
- (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 3 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:   
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.

  
Consulting Engineer



LIVE OAK  
ENGINEERING

## Live Oak Engineering

2509 7th Ave S  
Birmingham, AL 35233

## INVOICE

Invoice Number: 2021-348.30CA-5  
Date: September 10, 2025  
Project Number: 2021-348.30CA  
P.O. Number: REQUISITION REQUIRED  
Payment Terms: Net 30

### Longleaf Pine CDD

Attn: Kelly White  
c/o PFM Group Consulting LLC  
3501 Quadrangle Blvd  
Suite 270  
Orlando, FL 32817

### Middlebourne Phase 3 CA

For Professional Services Rendered Through: September 06, 2025

Work this period consists of shop drawing review and on site inspections

## Professional Services

### Construction Administration

	Hours	Rate	Amount
CAD Designer II	11.00	95.00	\$1,045.00
Engineer III	2.00	150.00	\$300.00
Engineer IV	2.50	175.00	\$437.50
Subtotal	15.50		\$1,782.50

### Billing Limits

	Current	Prior	Total
Total Billings	\$1,782.50	\$14,832.50	\$16,615.00
Limit			\$70,000.00
Remaining			\$53,385.00

Phase Subtotal \$1,782.50

Professional Services Subtotal \$1,782.50

## Reimbursable Expenses

### Reimbursable Expenses

	Amount
Mileage - 105 Miles	\$73.50

Subtotal

\$73.50

**Billing Limits**

**Current**

**Prior**

**Total**

Total Billings

\$73.50

\$363.50

\$437.00

Limit

\$7,500.00

Remaining

\$7,063.00

**Phase Subtotal**

\$73.50

**Reimbursable Expenses Subtotal**

**\$73.50**

**Invoice Total**

**\$1,856.00**

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: 79
- (B) Name of Payee: LIVE OAK ENGINEERING, INC..
- (C) Amount Payable: \$1,278.50
- (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 3 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:   
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.

  
Consulting Engineer



LIVE OAK  
ENGINEERING

## Live Oak Engineering

2509 7th Ave S  
Birmingham, AL 35233

## INVOICE

Invoice Number: 2021-348.30CA-6  
Date: October 10, 2025  
Project Number: 2021-348.30CA  
P.O. Number: REQUISITION REQUIRED  
Payment Terms: Net 30

### Longleaf Pine CDD

Attn: Kelly White  
c/o PFM Group Consulting LLC  
3501 Quadrangle Blvd  
Suite 270  
Orlando, FL 32817

### Middlebourne Phase 3 CA

For Professional Services Rendered Through: October 04, 2025

Work this period consists of meeting with contractors and client and site inspections.

## Professional Services

### Construction Administration

	Hours	Rate	Amount
CAD Designer II	8.75	95.00	\$831.25
Construction Inspector II	3.00	110.00	\$330.00
Engineer IV	.25	175.00	\$43.75
Subtotal	12.00		\$1,205.00

### Billing Limits

	Current	Prior	Total
Total Billings	\$1,205.00	\$16,615.00	\$17,820.00
Limit			\$70,000.00
Remaining			\$52,180.00

Phase Subtotal \$1,205.00

Professional Services Subtotal \$1,205.00

## Reimbursable Expenses

### Reimbursable Expenses

	Amount
Mileage - 105 Miles	\$73.50

Subtotal

\$73.50

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Total Billings	\$73.50	\$437.00	\$510.50
Limit			\$7,500.00
Remaining			\$6,989.50

**Phase Subtotal** \$73.50

**Reimbursable Expenses Subtotal** \$73.50

**Invoice Total** **\$1,278.50**

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: 80
- (B) Name of Payee: LIVE OAK ENGINEERING, INC..
- (C) Amount Payable: \$3,719.85
- (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 3 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: *Kenny 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.

*Ellen R. Wiegman*  
Consulting Engineer



LIVE OAK  
ENGINEERING

## Live Oak Engineering

2509 7th Ave S  
Birmingham, AL 35233

## INVOICE

Invoice Number: 2021-348.30CA-7  
Date: January 09, 2026  
Project Number: 2021-348.30CA  
P.O. Number: REQUISITION REQUIRED  
Due Date: February 8, 2026

### Longleaf Pine CDD

Attn: Kelly White  
c/o PFM Group Consulting LLC  
3501 Quadrangle Blvd  
Suite 270  
Orlando, FL 32817

### Middlebourne Phase 3 CA

For Professional Services Rendered Through: January 03, 2026

Work this period consists of meeting with contractors and client and site inspections.

## Professional Services

### Construction Administration

	Hours	Rate	Amount
CAD Designer II	15.75	95.00	\$1,496.25
Construction Inspector II	7.25	110.00	\$797.50
Engineer I	4.00	110.00	\$440.00
Engineer III	2.50	150.00	\$375.00
Engineer IV	2.00	175.00	\$350.00
Subtotal	31.50		\$3,458.75

### Billing Limits

	Current	Prior	Total
Total Billings	\$3,458.75	\$17,820.00	\$21,278.75
Limit			\$70,000.00
Remaining			\$48,721.25

Phase Subtotal \$3,458.75

Professional Services Subtotal \$3,458.75

**Reimbursable Expenses**

**Reimbursable Expenses**

Mileage - 373 Miles		<b>Amount</b>
		\$261.10
	Subtotal	<u>\$261.10</u>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Total Billings	\$261.10	\$510.50	\$771.60
Limit			\$7,500.00
Remaining			\$6,728.40

**Phase Subtotal** \$261.10

**Reimbursable Expenses Subtotal** \$261.10

**Invoice Total** **\$3,719.85**



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# **Longleaf Pine Community Development District**

## **Review of District Financial Statements**



# Longleaf Pine CDD

## February 2026 Financial Package

February 28, 2026

**PFM Group Consulting LLC**  
3501 Quadrangle Blvd  
Suite 270  
Orlando, FL 32817  
407-723-5900



**Longleaf Pine CDD**  
Statement of Financial Position  
As of 2/28/2026

	General Fund	Debt Service Fund	Capital Projects Fund	Long Term Debt Group	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$208,484.79				\$208,484.79
Assessments Receivable	25,927.43				25,927.43
Assessments Receivable		\$369,976.57			369,976.57
Debt Service Reserve Series 2022		317,500.00			317,500.00
Revenue Series 2022		281,358.94			281,358.94
Acquisition/Construction 2022 Series			\$1,607,483.03		1,607,483.03
Total Current Assets	<u>\$234,412.22</u>	<u>\$968,835.51</u>	<u>\$1,607,483.03</u>	<u>\$0.00</u>	<u>\$2,810,730.76</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$598,858.94	\$598,858.94
Amount To Be Provided				8,351,141.06	8,351,141.06
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$8,950,000.00</u>	<u>\$8,950,000.00</u>
<b>Total Assets</b>	<b><u>\$234,412.22</u></b>	<b><u>\$968,835.51</u></b>	<b><u>\$1,607,483.03</u></b>	<b><u>\$8,950,000.00</u></b>	<b><u>\$11,760,730.76</u></b>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$11,424.12				\$11,424.12
Deferred Revenue	25,927.43				25,927.43
Deferred Revenue		\$369,976.57			369,976.57
Total Current Liabilities	<u>\$37,351.55</u>	<u>\$369,976.57</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$407,328.12</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$8,950,000.00	\$8,950,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$8,950,000.00</u>	<u>\$8,950,000.00</u>
<b>Total Liabilities</b>	<b><u>\$37,351.55</u></b>	<b><u>\$369,976.57</u></b>	<b><u>\$0.00</u></b>	<b><u>\$8,950,000.00</u></b>	<b><u>\$9,357,328.12</u></b>
<b><u>Net Assets</u></b>					
Net Assets - General Government	\$168,300.42				\$168,300.42
Current Year Net Assets - General Government	28,760.25				28,760.25
Net Assets, Unrestricted		\$577,001.02			577,001.02
Current Year Net Assets, Unrestricted		21,857.92			21,857.92
Net Assets, Unrestricted			\$1,612,540.62		1,612,540.62
Current Year Net Assets, Unrestricted			20,442.41		20,442.41
Net Assets - General Government			(25,500.00)		(25,500.00)
<b>Total Net Assets</b>	<b><u>\$197,060.67</u></b>	<b><u>\$598,858.94</u></b>	<b><u>\$1,607,483.03</u></b>	<b><u>\$0.00</u></b>	<b><u>\$2,403,402.64</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>\$234,412.22</u></b>	<b><u>\$968,835.51</u></b>	<b><u>\$1,607,483.03</u></b>	<b><u>\$8,950,000.00</u></b>	<b><u>\$11,760,730.76</u></b>



**Longleaf Pine CDD**  
**Statement of Activities**  
**As of 2/28/2026**

	General Fund	Debt Service Fund	Capital Projects Fund	Long Term Debt Group	Total
<b>Revenues</b>					
On-Roll Assessments	\$58,389.01				\$58,389.01
Off-Roll Assessments	23,077.68				23,077.68
On-Roll Assessments		\$262,954.68			262,954.68
Inter-Fund Group Transfers In		(5,117.98)			(5,117.98)
Inter-Fund Transfers In			\$5,117.98		5,117.98
Total Revenues	<u>\$81,466.69</u>	<u>\$257,836.70</u>	<u>\$5,117.98</u>	<u>\$0.00</u>	<u>\$344,421.37</u>
<b>Expenses</b>					
Public Officials Insurance	\$2,580.00				\$2,580.00
Trustee Services	2,693.75				2,693.75
Management	12,083.35				12,083.35
Disclosure Agent	1,250.00				1,250.00
Assessment Administration	10,000.00				10,000.00
Postage & Shipping	29.79				29.79
Legal Advertising	157.00				157.00
Web Site Maintenance	1,150.00				1,150.00
Dues, Licenses, and Fees	175.00				175.00
Fountains	490.00				490.00
Other Utilities	2,687.57				2,687.57
General Liability Insurance	3,152.00				3,152.00
Crime Insurance	500.00				500.00
Lake Maintenance	2,900.00				2,900.00
Landscaping Maintenance & Material	12,484.48				12,484.48
Maintenance of Trees/Wetlands	1,105.00				1,105.00
Interest Payments		\$240,806.25			240,806.25
Engineering			\$4,998.35		4,998.35
Total Expenses	<u>\$53,437.94</u>	<u>\$240,806.25</u>	<u>\$4,998.35</u>	<u>\$0.00</u>	<u>\$299,242.54</u>
<b>Other Revenues (Expenses) &amp; Gains (Losses)</b>					
Interest Income	\$731.50				\$731.50
Interest Income		\$4,827.47			4,827.47
Interest Income			\$20,322.78		20,322.78
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$731.50</u>	<u>\$4,827.47</u>	<u>\$20,322.78</u>	<u>\$0.00</u>	<u>\$25,881.75</u>
<b>Change In Net Assets</b>	<b>\$28,760.25</b>	<b>\$21,857.92</b>	<b>\$20,442.41</b>	<b>\$0.00</b>	<b>\$71,060.58</b>
<b>Net Assets At Beginning Of Year</b>	<u>\$168,300.42</u>	<u>\$577,001.02</u>	<u>\$1,587,040.62</u>	<u>\$0.00</u>	<u>\$2,332,342.06</u>
<b>Net Assets At End Of Year</b>	<u><u>\$197,060.67</u></u>	<u><u>\$598,858.94</u></u>	<u><u>\$1,607,483.03</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,403,402.64</u></u>



**Longleaf Pine CDD**  
Budget to Actual  
For the Period Ending 2/28/2026

	Year to Date			FY 2026 Adopted Budget	Percentage Spent
	Actual	Budget	Variance		
<b>Revenues</b>					
Assessments	\$ 81,466.69	\$ 44,747.92	\$ 36,718.77	\$ 107,395.00	75.86%
Carry Forward	-	31,882.78	(31,882.78)	76,518.67	0.00%
<b>Total Revenues</b>	<b>\$ 81,466.69</b>	<b>\$ 76,630.70</b>	<b>\$ 4,835.99</b>	<b>\$ 183,913.67</b>	<b>44.30%</b>
<b>General &amp; Administrative Expenses</b>					
Public Officials' Insurance	\$ 2,580.00	\$ 1,140.83	\$ 1,439.17	\$ 2,738.00	94.23%
Trustee Services	2,693.75	1,773.39	920.36	4,256.13	63.29%
District Management	12,083.35	12,083.33	0.02	29,000.00	41.67%
Engineering	-	3,645.83	(3,645.83)	8,750.00	0.00%
Disclosure Agent	1,250.00	2,083.33	(833.33)	5,000.00	25.00%
District Counsel	-	2,083.33	(2,083.33)	5,000.00	0.00%
Assessment Administration	10,000.00	4,166.67	5,833.33	10,000.00	100.00%
Reamortization	-	104.17	(104.17)	250.00	0.00%
Audit	-	2,458.33	(2,458.33)	5,900.00	0.00%
Arbitrage	-	416.67	(416.67)	1,000.00	0.00%
Tax Document Preparation Fee	-	6.06	(6.06)	14.54	0.00%
Office Miscellaneous	29.79	416.67	(386.88)	1,000.00	2.98%
Legal Advertising	157.00	625.00	(468.00)	1,500.00	10.47%
Web Site Maintenance	1,150.00	1,350.00	(200.00)	3,240.00	35.49%
Dues, Licenses, and Fees	175.00	72.92	102.08	175.00	100.00%
Irrigation Repairs & Maintenance	-	2,083.33	(2,083.33)	5,000.00	0.00%
Meeting Room	-	208.33	(208.33)	500.00	0.00%
Landscape Maintenance	12,484.48	14,000.00	(1,515.52)	33,600.00	37.16%
Landscape Improvements	-	2,083.33	(2,083.33)	5,000.00	0.00%
Contingency	-	3,901.67	(3,901.67)	9,364.00	0.00%
Utilities	2,687.57	10,000.00	(7,312.43)	24,000.00	11.20%
General Insurance	3,152.00	1,394.17	1,757.83	3,346.00	94.20%
Crime Insurance	500.00	208.33	291.67	500.00	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 48,942.94</b>	<b>\$ 66,305.70</b>	<b>\$ (17,362.76)</b>	<b>\$ 159,133.67</b>	<b>30.76%</b>
<b>Neighborhood Expenses</b>					
Maintenance of Trees/Wetlands	\$ 1,105.00	416.67	\$ 688.33	\$ 1,000.00	110.50%
Lake Maintenance	2,900.00	9,500.00	(6,600.00)	22,800.00	12.72%
Fountain Maintenance	490.00	408.33	81.67	980.00	50.00%
<b>Total Neighborhood Expenses</b>	<b>\$ 4,495.00</b>	<b>\$ 10,325.00</b>	<b>\$ (5,830.00)</b>	<b>\$ 24,780.00</b>	<b>18.14%</b>
<b>Total Expenses</b>	<b>\$ 53,437.94</b>	<b>\$ 76,630.70</b>	<b>\$ (23,192.76)</b>	<b>\$ 183,913.67</b>	<b>29.06%</b>
<b>Other Income (Expense)</b>					
Interest Income	\$ 731.50	\$ -	\$ 731.50	\$ -	
<b>Total Other Income (Expense)</b>	<b>\$ 731.50</b>	<b>\$ -</b>	<b>\$ 731.50</b>	<b>\$ -</b>	
<b>Net Income (Loss)</b>	<b>\$ 28,760.25</b>	<b>\$ -</b>	<b>\$ 28,760.25</b>	<b>\$ -</b>	



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# **Longleaf Pine Community Development District**

## **Staff Reports**



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# **Longleaf Pine Community Development District**

## **Auditor Selection Committee Meeting**

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF AUDITOR SELECTION COMMITTEE MEETING AND  
REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors of the Longleaf Pine Community Development District will hold an Auditor Selection Committee meeting and regular meeting of the Board of Supervisors on **July 16, 2026, at 2:30 PM.** at **St. Augustine Airport Conference Center located at 4730 Casa Cola Way, St. Augustine, FL 32095.** The Auditor Selection Committee will review, discuss and establish the minimum qualifications and evaluation criteria that the District will use to solicit audit services. The regular Board meeting will take place prior to the Auditor Selection Committee meeting where the Board may consider any other business that may properly come before it. A copy of the agendas and budget may be obtained at the offices of the District Manager, PFM Management Services LLC., located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817, (407) 723-5900, during normal business hours.

The public hearing and meetings are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meetings may be continued to a date, time, and place to be specified on the record at the meetings. There may be occasions when Board Supervisors or District Staff may participate by telephone.

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (407) 723-5900 at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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

Vivian Carvalho  
District Manager

**RUN DATE:** \_\_\_\_\_

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Longleaf Pine Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2026, with an option for four (4) additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in St. Johns County and has an operating budget of approximately \$\_\_\_\_\_. The final contract will require that, among other things, the audit for Fiscal Year 2026 be completed no later than June 1, 2026.

Each auditing entity submitting a proposal must be authorized to do business in Florida; hold all applicable state and federal professional licenses in good standing, including but not limited to a license under Chapter 473, Florida Statutes; and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include additional qualification requirements, evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide three (3) copies of their proposal to Vivian Carvalho, District Manager, located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817, in an envelope marked on the outside "Auditing Services- Longleaf Pine Community Development District." Proposals must be received by **DATE and TIME**, at the office of the District Manager. Please direct all questions regarding this Request for Proposals to the District Manager, who can be reached at (407) 723-5900.

Any protest regarding the terms of this Notice, or the proposal packages on file with the District Manager, must be filed in writing at the offices of the District Manager within seventy-two (72) calendar hours (excluding weekends) after publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or proposal package provisions.

Longleaf Pine Community Development District  
Vivian Carvalho, District Manager

**RUN DATE:** \_\_\_\_\_

**LONGLEAF PINE COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Year 2026  
St. Johns County, Florida**

**INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **DATE and TIME**, at the offices of the District Manager, PFM Management Services LLC., located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Each Proposer shall submit three (3) copies of the Proposal Documents (defined below), and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Longleaf Pine Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the evaluation criteria and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a contract or engagement letter with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District=s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. CONTENTS OF PROPOSALS.** All proposals shall include the following information in addition to any other requirements of the Proposal Documents.

- A.** List position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B.** Describe proposed staffing levels, including resumes with applicable certifications.
- C.** Provide three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person. Identify any work previously conducted for other community development districts.
- D.** The lump sum cost of the provision of the services under the proposal, plus the cost of two (2) annual renewals.

**SECTION 13. PROTESTS.** In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid contract award.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the evaluation criteria, contained within the Proposal Documents.



