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MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.

**THE PRESERVE AT SOUTH BRANCH COMMUNITY DEVELOPMENT DISTRICT**

The organizational meeting of the Board of Supervisors of The Preserve at South Branch Community Development District was held on **Wednesday, October 25, 2017 at 2:00 p.m.** at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

John Snyder	<b>Board Supervisor, Chairman</b>
Anne Mize	<b>Board Supervisor, Vice Chairman</b>
Scott Eckley	<b>Board Supervisor, Assistant Secretary</b>
Ellie Moriatis	<b>Board Supervisor, Assistant Secretary</b>
Hal Lutz	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager, Rizzetta &amp; Co.</b>
Joseph Roethke	<b>Regional District Manager, Rizzetta &amp; Co.</b>
Cliff Fischer	<b>District Manager, Rizzetta &amp; Co.</b>
Gus Garcia	<b>District Manager, Rizzetta &amp; Co.</b>
Scott Brizendine	<b>Manager, District Financial Svcs, Rizzetta &amp; Co.</b>
Jan Carpenter	<b>Latham, Shuker, Eden &amp; Beaudine, PA</b>
Mike Williams	<b>Akerman, LLP</b>
Joseph Cimino	<b>WRA Engineering</b>

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

The meeting was called to order and roll call performed confirming that a quorum was present.

**SECOND ORDER OF BUSINESS**

**Administer Oath of Office for Supervisors**

Mr. Huber administered the oath of office to the newly appointed supervisors.

**THIRD ORDER OF BUSINESS**

**Consideration of Compensation of New Board Members**

Mr. Huber informed the Board that as a Board Supervisor they are entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800 per year. All Board Supervisors waived the compensation.

**FOURTH ORDER OF BUSINESS**

**Consideration of Travel Reimbursement Policy**

Mr. Huber informed the Board that as a Board Supervisor they are entitled to travel reimbursement of 0.445/mile. All Board Supervisors waived travel reimbursement.

**FIFTH ORDER OF BUSINESS**

**Chapter 190 Florida Statutes**

District Counsel reviewed Chapter 190 Florida Statutes in detail with the Board.

**SIXTH ORDER OF BUSINESS**

**Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

Mr. Huber handed out digital copies of the Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees, as well as, welcome packets to the new Board Supervisors.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-01, Appointing Officers of the District**

Mr. Huber presented Resolution 2018-01 to the Board, which will re-designate the officers of the District. The Board appointed the designations as the following: John Snyder as Chairman, Anne Mize as Vice Chairman, with the remaining Board Members as Assistant Secretaries, along with Matthew Huber and Joe Roethke. Eric Dailey was appointed as Secretary.

On a Motion by Mr. Lutz, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-01, for The Preserve at South Branch Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, Appointing District Manager**

Mr. Huber presented Resolution 2018-02 to the Board, which will appoint the District Manager of the District. Mr. Huber presented the Rizzetta Agreement to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-02, for The Preserve at South Branch Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-03, Appointing Treasurer and Assistant Treasurer**

Mr. Huber presented Resolution 2018-03 to the Board, which will appoint Scott Brizendine as Treasurer and Shawn Wildermuth as Assistant Treasurer of the District.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-03, for The Preserve at South Branch Community Development District.

**Consideration of Administrative and Organizational Resolutions**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-04, Select District Agent and Registered Office**

Mr. Huber presented Resolution 2018-04 to the Board, which will select district agent as William Rizzetta and registered office as Rizzetta and Company located at 3434 Colwell Avenue, Suite 200, Tampa, FL 33614.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-04, for The Preserve at South Branch Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-05, Designating Primary Administrative Office**

Mr. Huber presented Resolution 2018-05 to the Board, which will designate Rizzetta and Company as the Primary Administrative Office located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-05, for The Preserve at South Branch Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-06, Designating Location of District Office**

Mr. Huber presented Resolution 2018-06 to the Board, which will select district location of District office as Rizzetta and Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-06, for The Preserve at South Branch Community Development District.

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**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-07,  
Designating Records Retention Policy**

Mr. Huber presented Resolution 2018-07 to the Board, which will designate records retention policy for the District.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-07, for The Preserve at South Branch Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-08,  
Designating District Counsel**

Mr. Huber presented Resolution 2018-08 to the Board, which will designate Latham, Shuker, Eden, and Beaudine as District Counsel.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-08, for The Preserve at South Branch Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-09,  
Publics Opportunity to Be Heard**

Mr. Huber presented Resolution 2018-09 to the Board, which will provide the opportunity for the Public to be heard.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-09, for The Preserve at South Branch Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-10, Set  
Forth Policy Regarding Support and Legal  
Defense for Board Members and District  
Staff**

Mr. Huber presented Resolution 2018-10 to the Board, which will set forth policy regarding support and legal defense for Board Members and District Staff.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-10, for The Preserve at South Branch Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Authorizing Obtaining General Liability  
Property and Public Officers Liability  
Insurance Coverage**

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors authorized District Staff to obtain insurance proposals, for The Preserve at South Branch Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-11,  
Designating Regular Meeting Dates, Time  
and Location**

Mr. Huber presented Resolution 2018-11 to the Board, which will designate the regular meeting dates, time and location. A discussion ensued.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-11 which will meet on the 3<sup>rd</sup> Wednesday of the month at 9:00 am at the office of Rizzetta and Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544, for The Preserve at South Branch Community Development District.

**NINETEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-12,  
Proposed Budget for FY 2017/2018 for  
Submission to County and Set Date, Time,  
and Place for Public Hearing**

Mr. Huber presented Resolution 2018-12 to the Board which will set the Public Hearing date, time and location for the Proposed Budget for FY 2017/2018.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-12 which will set the proposed budget public hearing on January 17, 2017 at 9:00 am located at the office of Rizzetta and Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544, for The Preserve at South Branch Community Development District.

**1. Developer Funding Agreement**

Mr. Huber presented the Developer Funding Agreement to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved the Developer Funding Agreement, for The Preserve at South Branch Community Development District.

**TWENTIETH ORDER OF BUSINESS**

**Consideration of Resolution 2018-13,  
Setting Date, Time, and Place of Public  
Hearing on Rules of Procedure, and  
Authorizing Appropriate Notice**

Mr. Huber presented Resolution 2018-13 to the Board, which will set the Public Hearing date, time and location for the Rules of Procedure and authorizing appropriate notice.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-13 which will set the Rules of Procedure Public Hearing date on January 17, 2017 at 9:00 am located at the office of Rizzetta and Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544, for The Preserve at South Branch Community Development District.

**TWENTY-FIRST ORDER OF BUSINESS**

**Consideration of Resolution 2018-14,  
Authorize Recording Notice of  
Establishment**

Mr. Huber presented Resolution 2018-14 to the Board, which will authorize recording of the Notice of Establishment, Ordinance number 17-34 established on October 2, 2017.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-14, for The Preserve at South Branch Community Development District.

**TWENTY-SECOND ORDER OF BUSINESS**

**Consideration of Retention of Interim  
Engineer**

Mr. Huber presented to the Board the need for an interim engineer.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved and appointed WRA Engineering as Interim Engineer, for The Preserve at South Branch Community Development District.

**TWENTY-THIRD ORDER OF BUSINESS**

**Authorize RFQ for District Engineer**

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors authorized District Staff to publish RFQ for District Engineer and for the Board to select a District Engineer on January 17, 2018 at 9:00am, for The Preserve at South Branch Community Development District.

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**TWENTY-FOURTH ORDER OF BUSINESS      Consideration of Proposal for Website Services**

Mr. Huber presented the proposal from Rizzetta & Company for website services and web-hosted Board Supervisor's emails to the Board. Discussion ensued and the Board decided only for the website hosting and updating with no email addresses for the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors selected Rizzetta & Company's website services only, for The Preserve at South Branch Community Development District.

**TWENTY-FIFTH ORDER OF BUSINESS      Consideration of Resolution 2018-15, Appointing Investment Banker**

Mr. Huber presented Resolution 2018-15 to the Board, which will appoint an investment banker.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-15 and appointed "FMS Bonds" as Investment Banker, for The Preserve at South Branch Community Development District.

**TWENTY-SIXTH ORDER OF BUSINESS      Consideration of Conflict Waiver Letter**

Mr. Huber presented a conflict waiver letter from Akerman, LLP to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved the conflict waiver letter from "Akerman, LLP" as presented, for The Preserve at South Branch Community Development District.

**Consideration of Resolution 2018-16, Appointing Bond Counsel**

Mr. Huber presented Resolution 2018-16 to the Board, which will appoint Akerman, LLP as bond counsel.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-16 and appointed "Akerman, LLP" as Bond Counsel, for The Preserve at South Branch Community Development District.

**TWENTY-SEVENTH ORDER OF BUSINESS      Consideration of Resolution 2018-17, Adopting Alternative Investment Guidelines**

Mr. Huber presented Resolution 2018-17 to the Board, which adopts alternative investment guidelines.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-17, for The Preserve at South Branch Community Development District.

**TWENTY-EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-18, Authorizing District Staff to Commence Work Related to a Special Assessment Bond Issuance; Approving Other Matters Relating to the Foregoing and Providing for an Effective Date and Consideration of Exhibit A Bond Issue Funding Agreement**

Mr. Huber presented Resolution 2018-18 to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-18 which authorizes District Staff to commence work related to a special assessment bond issuance, approve other matters relating to the foregoing and provide for an effective date and considers the bond issue funding agreement as Exhibit A, for The Preserve at South Branch Community Development District.

**TWENTY-NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-19, Consideration of Bond Resolution to include Form of Trust Indenture, Authorize Issuance of Bonds and Authorize Filing of Validation Complaint, and Appointing Trustee**

Mr. Huber presented Resolution 2018-19 to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-19 which accepted the Bond resolution including form of Trust Indenture, authorized issuance of bonds, authorized filing of validation complaint, and appointed US Bank as Trustee, for The Preserve at South Branch Community Development District.

**THIRTIETH ORDER OF BUSINESS**

**Consideration of Resolution 2018-20, Set Date, Time and Location and Authorize Publication of Notice of Public Hearing on Uniform Method of Collecting**

Mr. Huber presented Resolution 2018-20 to the Board.



On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-20 which set the date, time and location for the Public Hearing on Uniform Method of Collecting for January 17, 2018 at 9:00 am at the office of Rizzetta & Company to be located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 and authorized District Staff to publish the notice for the Public Hearing, for The Preserve at South Branch Community Development District.

**THIRTY-FIRST ORDER OF BUSINESS**                      **Consideration of Resolution 2018-21,  
Selection of District Depository**

Mr. Huber presented Resolution 2018-21 to the Board which will select the District depository.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-21 which selected SunTrust Bank as the District Depository, for The Preserve at South Branch Community Development District.

**THIRTY-SECOND ORDER OF BUSINESS**                      **Consideration of Resolution 2018-22,  
Approve Disbursement for Expenses**

Mr. Huber presented Resolution 2018-22 to the Board which will approve disbursement of expenses.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-22, for The Preserve at South Branch Community Development District.

**THIRTY-THIRD ORDER OF BUSINESS**                      **Consideration of Resolution 2018-23,  
Authorize Bank Account Signatories**

Mr. Huber presented Resolution 2018-23 to the Board, which will authorize bank account signatories.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-23, for The Preserve at South Branch Community Development District.

**THIRTY-FOURTH ORDER OF BUSINESS**                      **Consideration of Engineer's Report**

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented the Engineer's Report, for The Preserve at South Branch Community Development District.

**THIRTY-FIFTH ORDER OF BUSINESS**

**Consideration of Funding Request**

Mr. Huber presented a funding request for \$10,000 to the Board.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented funding request for \$10,000, for The Preserve at South Branch Community Development District.

**THIRTY-SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-24,  
Declaring Special Assessments**

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors opened the Public Comments on Resolution 2018-24 and 2018-25 for declaring special assessments, for The Preserve at South Branch Community Development District.

Mr. Huber presented Resolution 2018-24 to the Board, which will declare special assessments to the District.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-24 declaring special assessments, for The Preserve at South Branch Community Development District.

**THIRTY-SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-25,  
Setting the Public Hearing on Special  
Assessments**

Mr. Huber presented Resolution 2018-25 to the Board, which will set the date, time and location of the public hearing on Special Assessments.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors approved as presented Resolution 2018-25 which set the Public Hearing for Special Assessments on December 20, 2017 at 9:00am at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544, for The Preserve at South Branch Community Development District.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board of Supervisors closed the Public Comments for declaring special assessments, for The Preserve at South Branch Community Development District.

**THIRTY-EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No report.

**B. Interim District Engineer**

No report.

**C. District Manager**

Mr. Huber reminded the Board that the next meeting will be held on November 15, 2017 at 9:00 a.m. at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Mr. Huber also discussed the requirement of four night meetings per year.

Mr. Huber advised the Board on the need for a Landowners election within 90 days, which will be held on December 20, 2017.

**THIRTY-NINTH ORDER OF BUSINESS**

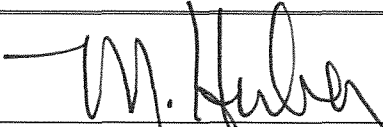
**Supervisor Requests and Audience Comments**

There were no comments.

**FORTIETH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board adjourned the meeting at 3:06 p.m., for The Preserve at South Branch Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/ Vice Chairman