

1 **MINUTES OF MEETING**
2 **THE PRESERVE AT SOUTH BRANCH**
3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Preserve at South Branch Community
5 Development District was held on Tuesday, October 20, 2020 at 9:00 a.m. via Zoom electronic
6 teleconference per Governor’s Executive Order 20-69.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Elliott-Moore called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 Anne Mize Board Supervisor, Vice Chairman
11 Hal Lutz Board Supervisor, Assistant Secretary
12 Joe Burgess Board Supervisor, Assistant Secretary

13 Also present were:

14 Tonya Elliott-Moore District Manager, DPGF Management & Consulting
15 Ken Joines DPGF Management & Consulting
16 Molly Maggiano District Counsel, Latham, Luna, Eden & Beaudine, LLP
17 Jan Carpenter District Counsel, Latham, Luna, Eden & Beaudine, LLP
18 Joseph Cimino District Engineer, WRA Engineering

19 *The following is a summary of the discussions and actions taken at the October 20, 2020 Preserve at South*
20 *Branch CDD Board of Supervisors Regular Meeting.*

21 **SECOND ORDER OF BUSINESS – Audience Comments**

22 There being none, the next item followed.

23 **THIRD ORDER OF BUSINESS – Consent Agenda**

- 24 A. Exhibit 1: Consideration and Approval of the September 15, 2020 Regular Meeting Minutes
25 B. Exhibit 2: Accept District O&M Expenditures through September 30, 2020 from Rizzetta

26 On a MOTION by Ms. Mize, SECONDED by Mr. Burgess, WITH ALL IN FAVOR, the Board approved
27 Items A & B of the Consent Agenda for the Preserve at South Branch Community Development District.

28 **FOURTH ORDER OF BUSINESS – Business Matters**

- 29 A. Exhibit 3: Consideration of **Resolution 2021-01**, ratifying **Resolution 2020-12** Re-designating
30 Officers of the District

31 Ms. Elliott-Moore indicated that this was a critical Resolution to adopt with the transition of District
32 Management and associated individuals.

33 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board adopted
34 **Resolution 2021-01**, ratifying **Resolution 2020-12** Re-designating Officers of the District for the Preserve
35 at South Branch Community Development District.

- 36 B. Exhibit 4: Consider and Approve Landowner Elections

37 Ms. Maggiano noted concerns regarding the lack of any elections being designated in recent
38 meeting minutes. Ms. Maggiano noted that while elections were typically held in November, the
39 90-day notice required by statute would push landowner elections back to January 2021 for the
40 District. Ms. Maggiano added that the developer still held the majority of District land.

41 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board approved for
42 an announcement of Landowner Elections, setting date and time for January 19, 2021 at 9:00 a.m., and
43 approved instructions relating to the landowner meeting elections, as well as the form of the proxy ballot,
44 for the Preserve at South Branch Community Development District.

45 **FIFTH ORDER OF BUSINESS – Administrative Matters**

46 A. Ratify POs and Contracts – none this month

47 B. Exhibit 5: Consider DPFPG Memorandum and Approve revised content on the website

48 Ms. Elliott-Moore stated that audit reports and full meeting packets were no longer required on
49 websites per statute, and that the revised website content format would make these items available
50 upon request.

51 On a MOTION by Ms. Mize, SECONDED by Mr. Burgess, WITH ALL IN FAVOR, the Board approved
52 the website content revision for the Preserve at South Branch Community Development District.

53 **SIXTH ORDER OF BUSINESS – Staff Reports**

54 A. District Manager

55 Ms. Elliott-Moore gave a brief status update on the Cepra contract, management transfer, and
56 website contract ownership.

57 B. District Counsel

58 There being none, the next item followed.

59 C. District Engineer

60 There being none, the next item followed.

61 **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

62 There being none, the next item followed.

63 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business**

64 There being none, the next item followed.

65 **NINTH ORDER OF BUSINESS – Adjournment**

66 Ms. Elliott-Moore asked for final questions, comments, or corrections before requesting a motion
67 to adjourn the meeting. There being none, Ms. Mize made a motion to adjourn the meeting.

68 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board adjourned the
69 meeting for the Preserve at South Branch Community Development District.

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

73 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
74 **meeting held on _____.**

75

Signature

76

Printed Name

77 **Title:** **Secretary** **Assistant Secretary**

Signature



Anne Mize, Vice Chair

Printed Name

Title: **Chairman** **Vice Chairman**