

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, December 15, 2020 at 4:15 p.m. at the Residence Inn, 2101  
6 Northpoint Parkway, Lutz, FL 33558.

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

8 Mr. Lotito called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 John Snyder	Board Supervisor, Chairman
11 Anne Mize	Board Supervisor, Vice Chairman
12 Hal Lutz	Board Supervisor, Assistant Secretary

13 Also present were:

14 Ray Lotito	DPFG Management & Consulting
15 Maik Aagaard	DPFG Management & Consulting
16 Molly Maggiano	District Counsel, Latham, Luna, Eden & Beaudine, LLP
17 Peter Dame	Bond Counsel, Akerman LLP
18 Joseph Cimino	District Engineer, WRA Engineering

19 *The following is a summary of the discussions and actions taken at the December 15, 2020 Preserve at*  
20 *South 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. Consideration and Approval of the October 20, 2020 Regular Meeting Minutes  
25 B. Acceptance of the October 2020 Unaudited Financial Reports

26 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, 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 1: Approve Amended Notice of Collection Agent

30 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board approved the 31 amended notice of collection agent for the Preserve at South Branch Community Development District.
---

- 32 B. Exhibit 2: Review and Approval of **Resolution 2021-02** Budget Amendment

33 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board adopted 34 <b>Resolution 2021-02</b> , Amending the FY 2019-2020 Budget for the Preserve at South Branch Community 35 Development District.
--

- 36 C. Exhibit 3: Consideration and Approval of Supplemental Report of the District Engineer

37 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board approved  
38 the Supplemental Report of the District Engineer for the Preserve at South Branch Community  
39 Development District.

40 D. Exhibit 4: Consideration and Approval of Third Supplemental Assessment Methodology Report

41 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board approved  
42 the Third Supplemental Assessment Methodology Report for the Preserve at South Branch Community  
43 Development District.

44 E. Exhibit 5: Consideration and Approval of **Resolution 2021-03**, Delegated Award Resolution

- 45 • Exhibit A – Third Supplemental Trust Indenture
- 46 • Exhibit B – Bond Purchase Contract
- 47 • Exhibit C – Preliminary Limited Offering Memorandum
- 48 • Exhibit D – Continuing Disclosure Agreement
- 49 • Exhibit E – Completion Agreement
- 50 • Exhibit F – True-Up Agreement
- 51 • Exhibit G – Acquisition Agreement
- 52 • Exhibit H – Collateral Agreement

53 Mr. Dame gave an overview of the Resolution, stating that it authorized the issuance of up to \$8.5  
54 million in special assessment revenue bonds, Series 2021, for Phase 3, and authorized the associated  
55 documents. Mr. Dame advised that the Resolution authorized a negotiated sale of bonds to an  
56 underwriter, rather than a public bid, noting that a contract with FMS would be executed so long  
57 as the Chair or Vice Chair signed off based on the parameters. Mr. Dame advised that the  
58 parameters would be that the bonds should not exceed the \$8.5 million principal, that the arbitrage  
59 yield does not exceed 4.75%, that the Underwriter's discount does not exceed 2.0%, that the  
60 redemption provisions for the bonds would be set forth in the bond purchase contract, and that the  
61 final maturity does not exceed the maximum permitted by Florida law. Mr. Dame additionally  
62 noted broad authorizations for the staff and officers of the District to issue bonds, and advised that  
63 the preliminary limited offering memorandum attached would be used to market bonds to investors.

64 On a MOTION by Mr. Snyder, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board adopted  
65 **Resolution 2021-03**, Delegated Award Resolution for the Preserve at South Branch Community  
66 Development District.

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

68 A. Ratify POs and Contracts

69 On a MOTION by Ms. Mize, SECONDED by Mr. Lutz, WITH ALL IN FAVOR, the Board approved the  
70 ratification of all POs and Contracts for the Preserve at South Branch Community Development District.

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

72 A. District Manager

73 Mr. Lotito stated that he had been briefed by Ms. Elliott-Moore regarding ongoing field service  
74 items, and that issues with the fountain were being addressed. Mr. Aagaard noted that signs that

75 had received hurricane damage were being repaired, and that the management company would send  
76 out a field technician later in the week.

77 B. District Counsel

78 Ms. Maggiano advised that she had primarily been working on the bond issuance documents for  
79 the month, and had nothing further to report.

80 C. District Engineer

81 There being none, the next item followed.

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

83 There being none, the next item followed.

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

85 There being none, the next item followed.

86 **NINTH ORDER OF BUSINESS – Adjournment**

87 Mr. Lotito asked for final questions, comments, or corrections before requesting a motion to  
88 adjourn the meeting. There being none, Ms. Mize made a motion to adjourn the meeting.

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

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

94 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
95 **meeting held on \_\_\_\_\_.**

96

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

97

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

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

98 **Title:**    **Secretary**    **Assistant Secretary**

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