

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, May 18, 2021 at 4:18 p.m. at the Residence Inn, 2101
6 Northpoint Parkway, Lutz, FL 33558.

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

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

9 Present and constituting a quorum were:

10 JJ Snyder	Board Supervisor, Chairman
11 Anne Mize	Board Supervisor, Vice Chairman
12 Joe Burgess	Board Supervisor, Assistant Secretary

13 Also present were:

14 Chris Cleveland	District Manager, DPFPG Management & Consulting
15 Larry Krause <i>(via phone)</i>	DPFG Management & Consulting
16 Shirley Conley <i>(via phone)</i>	DPFG Management & Consulting
17 Deb Sier <i>(via phone)</i>	District Counsel, Hopping Green & Sams
18 Wes Haber <i>(via phone)</i>	District Counsel, Hopping Green & Sams
19 Ryan Zook <i>(via phone)</i>	DR Horton

20 *The following is a summary of the discussions and actions taken at the May 18, 2021 Preserve at South*
21 *Branch CDD Board of Supervisors Regular Meeting.*

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

23 There being none, the next item followed.

24 **THIRD ORDER OF BUSINESS – Vendor Reports**

- 25 A. Exhibit 1: DPFPG Field Operations Report
26 B. Exhibit 2: Cepra Landscape Report
27 C. Exhibit 3: Aquatic Weed Control Pond Report

28 **FOURTH ORDER OF BUSINESS – Administrative Items**

- 29 A. Exhibit 4: Consideration and Approval of the February 16, 2021 Regular Meeting Minutes

30 On a MOTION by Ms. Mize, SECONDED by Ms. Burgess, WITH ALL IN FAVOR, the Board approved
31 the February 16, 2021 Regular Meeting Minutes for the Preserve at South Branch Community Development
32 District.

- 33 B. Exhibit 5: Acceptance of the March 2021 Unaudited Financial Report

34 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board accepted
35 the March 2021 Unaudited Financial Report for the Preserve at South Branch Community Development
36 District.

- 37 C. Exhibit 6: Reminder for Supervisors to file Form 1 by July 1

38 **FIFTH ORDER OF BUSINESS – Business Matters**

- 39 A. Exhibit 7: Consideration of **Resolution 2021-09**, Designating Officers

40 On a MOTION by Mr. Snyder, SECONDED by Ms. Mize, WITH ALL IN FAVOR, the Board adopted
41 **Resolution 2021-09**, Designating Officers for the Preserve at South Branch Community Development
42 District.

43 B. Exhibit 8: Discussion and Approval of Proposed Budget FY 2021-2022

44 On a MOTION by Ms. Mize, SECONDED by Mr. Burgess, WITH ALL IN FAVOR, the Board approved
45 the Proposed Budget FY 2021-2022 for the Preserve at South Branch Community Development District.

46 C. Exhibit 9: Consideration and Approval of **Resolution 2021-10**, Approving Proposed Budget and
47 Setting a Public Hearing (FY2021-2022)

48 On a MOTION by Ms. Mize, SECONDED by Mr. Burgess, WITH ALL IN FAVOR, the Board adopted
49 **Resolution 2021-10**, Approving Proposed Budget and Setting a Public Hearing (FY2021-2022) for August
50 17, 2021, at the Residence Inn, 2101 Northpoint Parkway, Lutz, FL 33558, for the Preserve at South Branch
51 Community Development District.

52 D. Exhibit 10: Presentation of Pasco County Number of Qualified Electors – F.S. 190.006 – 708

53 Mr. Cleveland advised that this item was included for informational purposes only and did not
54 require a motion.

55 E. Exhibit 11: Steadfast Environmental: Pond Maintenance Agreement (Annual Cost: \$23,460/\$1,955
56 per month)

57 Mr. Cleveland explained the proposed agreement with Steadfast Environmental would have the
58 vendor take on responsibilities of the District's current pond maintenance vendor, Aquatic Weed.

59 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board approved
60 the Steadfast Environmental Pond Maintenance Agreement Proposal, in the amount of \$23,460.00, for the
61 Preserve at South Branch Community Development District.

62 **SIXTH ORDER OF BUSINESS – Consent Agenda**

63 A. Exhibit 12: Consideration and Approval of Proposals

64 ➤ FL Fountains: Fountain #3 – 7.5hp pump & motor replacement (\$3,400)

65 ➤ Cepra Landscape: Repair by Lift Station Damaged by Car Accident (\$5,426.57)

66 ➤ Cepra Landscape: Enhancement at Front Entrance Fountain, Dog Park and First Lift
67 Station (\$2,908.20)

68 B. Exhibit 13: Ratification of Expenditures

69 On a MOTION by Ms. Mize, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board approved
70 the ratification of all items of the consent agenda for the Preserve at South Branch Community Development
71 District.

72 **SEVENTH ORDER OF BUSINESS – Staff Reports**

73 A. District Manager

74 There being none, the next item followed.

75 B. District Counsel

76 Mr. Haber asked for clarification as to whether the Board had taken any action in terminating the
77 current pond maintenance vendor. Mr. Cleveland stated that the Board had not. Mr. Haber

78 suggested for the Board to authorize staff to send the termination of the existing agreement pursuant
79 to its terms.

80 On a MOTION by Ms. Mize, SECONDED by Mr. Burgess, WITH ALL IN FAVOR, the Board approved
81 the authorization for staff to send a termination letter for the existing pond maintenance agreement with
82 Aquatic Weed, pursuant to the terms of the current agreement, for the Preserve at South Branch Community
83 Development District.

84 Following the motion, Mr. Haber stated that he had nothing further to report.

85 C. District Engineer

86 There being none, the next item followed.

87 **EIGHTH ORDER OF BUSINESS – Supervisor Requests**

88 There being none, the next item followed.

89 **NINTH ORDER OF BUSINESS – Audience Comments – New Business**

90 There being none, the next item followed.

91 **TENTH ORDER OF BUSINESS – Adjournment**

92 Mr. Cleveland asked for final questions, comments, or corrections before requesting a motion to
93 adjourn the meeting. There being none, Mr. Snyder made a motion to adjourn the meeting.

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

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

99 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
100 meeting held on 8-17-2021.

101 
Signature


Signature

102 Chris Cleveland
Printed Name

Don Snyder
Printed Name

103 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman