

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, January 18, 2022 at 9:05 a.m. at the Residence Inn, 2101
6 Northpoint Parkway, Lutz, FL 33558.

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

8 Mr. Krause 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 Chairwoman
12 Ryan Zook	Board Supervisor, Assistant Secretary

13 Also present were:

14 Larry Krause	District Manager, DPFM Management & Consulting
15 Patricia Thibault (<i>via phone</i>)	District Manager, DPFM Management & Consulting
16 Shirley Conley (<i>via phone</i>)	DPFM Management & Consulting
17 Tucker Mackie (<i>via phone</i>)	District Counsel, Kutak Rock LLP
18 Sarah Sandy (<i>via phone</i>)	Kutak Rock LLP

19 *The following is a summary of the discussions and actions taken at the January 18, 2022 Preserve at South*
20 *Branch CDD Board of Supervisors Regular Meeting.*

21 **SECOND ORDER OF BUSINESS – Audience Comments – Agenda Items** (*limited to 3 minutes per*
22 *individuals for agenda items*)

23 There being none, the next item followed.

24 **THIRD ORDER OF BUSINESS – Business Matters – FY 2020 Audit Report**

25 A. Exhibit 1: Consideration and Acceptance of the FY 2020 Audit Report and Acknowledgement of
26 the Letter to the Board

27 Ms. Thibault stated that she had submitted the District’s financial information to Grau & Associates
28 on March 9 but did not hear back from Grau until June 24 despite multiple attempts to reach them.
29 She noted that she was told that she would receive a call from a partner regarding this matter but
30 never received a call. She informed the Board that the original auditor had left and that the new
31 auditor had used the old trial balance for the audit. She indicated that there would have been 3
32 journal entries if the correct trial balance had been used. Ms. Thibault additionally noted that the
33 audit did declare a clean opinion.

34 In response to a question from Mr. Zook, Ms. Thibault confirmed that the District was in
35 compliance with all reporting requirements.

36 Ms. Sandy noted that the audit needed to be filed as a continuing disclosure item with the bonds.
37 She added that a failure to file notice would need to be filed as well, if it had not been filed already.

38 On a MOTION by Mr. Zook, SECONDED by Ms. Mize, WITH ALL IN FAVOR, the Board approved the
39 appointment of the Board of Supervisors as the Audit Committee for the Preserve at South Branch
40 Community Development District.

41 Following the motion, Ms. Thibault confirmed that she would ensure the failure to file notice would
42 be filed.

43 **FOURTH ORDER OF BUSINESS – Vendor Reports**

44 B. Exhibit 2: DPGF Field Operations Report

45 Mr. Krause stated that Mr. Henman was on his way to the meeting and asked if the Board would
46 like to skip this item for now. Mr. Zook indicated that he would like to come back to this item.

47 C. Exhibit 3: Steadfast Environmental Pond Report

48 **FIFTH ORDER OF BUSINESS – Consent Agenda**

49 A. Exhibit 4: Consideration for Approval – The Minutes of the Regular Meeting Held November 16,
50 2021

51 B. Exhibit 5: Consideration for Acceptance – The December 2021 Unaudited Financial Reports

52 C. Exhibit 6: Ratification of Expenditures

53 On a MOTION by Mr. Zook, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board approved
54 all items on the Consent Agenda for the Preserve at South Branch Community Development District.

55 **SIXTH ORDER OF BUSINESS – Business Matters**

56 A. Consideration and Acceptance of Audit Committee Recommendation for Auditor Service

57 Mr. Krause recalled that the Audit Committee had recommended DiBartolomeo, McBee, Harley &
58 Barnes P.A. for auditor services.

59 On a MOTION by Ms. Mize, SECONDED by Mr. Zook, WITH ALL IN FAVOR, the Board accepted the
60 Audit Committee’s recommendation of DiBartolomeo, McBee, Harley & Barnes P.A. for auditor service
61 for the Preserve at South Branch Community Development District.

62 B. Exhibit 7: Consideration and Acceptance of the Arbitrage Report for the Special Assessment
63 Revenue Bonds, Series 2019 (Phase 2) for the Annual Period Ended October 9, 2021

64 Mr. Krause stated that the report indicated that there was no cumulative rebate required liability as
65 of October 9, 2021 and explained that this meant the District had negative arbitrage.

66 On a MOTION by Ms. Zook, SECONDED by Ms. Mize, WITH ALL IN FAVOR, the Board accepted the
67 Arbitrage Report for the Special Assessment Revenue Bonds, Series 2019 (Phase 2) for the Annual Period
68 Ended October 9, 2021 for the Preserve at South Branch Community Development District.

69 C. Exhibit 8: Consideration and Adoption of **Resolution 2022-03**, Designating Officers

70 Mr. Krause explained that this resolution would replace Chris Cleveland with himself as Secretary
71 for the District.

72 On a MOTION by Mr. Zook, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board adopted
73 **Resolution 2022-03**, Designating Officers for the Preserve at South Branch Community Development
74 District.

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

76 A. District Manager

77 Mr. Krause expressed that he was looking forward to working with the District.

78 B. District Counsel

79 Ms. Sandy stated that she had nothing further to report.

80 Mr. Zook inquired as to when the Board would begin the procedure of transferring the District to
81 resident control. Ms. Sandy stated that she would need to look into the improvements that were
82 intended to be conveyed over, in addition to property that had been finalized. Mr. Zook stated that
83 he would like to begin the transfer process towards the end of the year. In response to a question
84 from Ms. Sandy, Mr. Zook indicated that he did not know of any residents that had expressed
85 interest in this matter.

86 C. District Engineer

87 There being none, the next item followed.

88 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business – (limited to 3 minutes per**
89 *individual for non-agenda items)*

90 There being none, the next item followed.

91 **NINTH ORDER OF BUSINESS – Supervisors Requests**

92 Mr. Krause asked if the Board would like to review the vendor reports. Mr. Zook stated that he
93 would and indicated that he would follow up with Mr. Henman at a later time.

94 Mr. Krause reviewed the DPGF Field Operations and Steadfast Environmental Pond Reports,
95 noting that the Mr. Henman had requested proposals from contractors to repair the leaking waterfall
96 near the front entrances of the community. He mentioned a fence that was scheduled to be repairs
97 and stated that curb and sidewalk repairs were in progress. Mr. Krause additionally noted that
98 multiple street signs were down and that a boat trailer had been identified at the north end of South
99 Branch Blvd.

100 Mr. Zook pointed out that Northeast Park was in need of pressure washing.

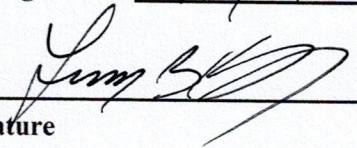
101 **TENTH ORDER OF BUSINESS – Adjournment**

102 Mr. Krause asked for final questions, comments, or corrections before requesting a motion to
103 adjourn the meeting. There being none, Mr. Zook made a motion to adjourn the meeting.

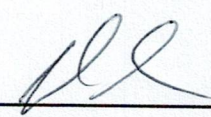
104 On a MOTION by Mr. Zook, SECONDED by Mr. Snyder, WITH ALL IN FAVOR, the Board adjourned
105 the meeting for the Preserve at South Branch Community Development District.

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

109 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
110 meeting held on MAY 17, 2022.

111 

Signature



Signature

112 Larry B. Krause Jr.

Printed Name

John Snyder

Printed Name

113 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

