



Rizzetta & Company

The Preserve at South Branch Community Development District

Board of Supervisors' Meeting December 17, 2019

District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001

www.thepreserveatsouthbranchcdd.org

THE PRESERVE AT SOUTH BRANCH COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors	John Snyder Anne Mize Hal Lutz Frank Messina Andy Richardson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Jordan Lansford	Rizzetta & Company, Inc.
District Counsel	Jan Carpenter	Lathan, Shuker, Eden & Beaudine
Interim Engineer	Joseph Cimino	WRA Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**THE PRESERVE AT SOUTH BRANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL 33544**

December 9, 2019

**Board of Supervisors
The Preserve at South Branch
Community Development District**

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Preserve at South Branch Community Development District will be held on **Tuesday, December 17, 2019 at 4:00 p.m.** at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. The following is the tentative agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on November 19, 2019.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for October 2019.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Discussion of Landscape Proposals.....USC
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Jordan Lansford
District Manager

Tab 1

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 regular meeting of the Board of Supervisors of The Preserve at South Branch Community Development District was held on **Tuesday, November 19, 2019 at 9:00 a.m.** at the office of Rizzetta & Company, Inc. located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

John Snyder	Board Supervisor, Chairman
Anne Mize	Board Supervisor, Vice Chairman
Joe Burgess	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager; Rizzetta & Company
Jordan Lansford	District Manager; Rizzetta & Company
Andrew d'Adesky	District Counsel; Latham, Shuker, Eden & Beaudine, LLP (attending via conference call)
Ryan Zook	Representative; DR Horton
Matt Howell	Representative; Capital Land Management

Audience was present.

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held on
October 15, 2019**

Ms. Lansford presented the Minutes of the Board of Supervisors' Meeting held on October 15, 2019.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on October 15, 2019, as presented, for The Preserve at South Branch Community Development District.

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THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
September 2019**

Ms. Lansford presented the Operation and Maintenance Expenditures for September 2019 to the Board for approval.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board approved, as presented, the Operation and Maintenance Expenditures for August 2019 in the amount of \$33,282.82, for The Preserve at South Branch Community Development District.

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FOURTH ORDER OF BUSINESS

**Consideration of Maintenance
Contract for Phase 2-3**

Ms. Lansford presented the Maintenance Contract for Phase 2-3 to the Board for approval.

On a Motion by Ms. Mize, seconded by Mr. Snyder, with all in favor, the Board approved the Maintenance Contract for Phase 2-3, for The Preserve at South Branch Community Development District.

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FIFTH ORDER OF BUSINESS

**Consideration of Scope of Service for
Landscape RFP**

Ms. Lansford presented the Scope of Service for Landscape RFP to the Board for approval.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board approved to add the Scope of Service for Landscape RFP, for The Preserve at South Branch Community Development District.

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On a Motion by Mr. Snyder, seconded by Mr. Burgess, with all in favor, the Board approved to designate Board Member, Ms. Mize, to work with District Engineer to construct the CDD ownership and landscape map, for The Preserve at South Branch Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. d'Adesky presented the Campus Suite Contract for ADA Compliance to the Board for approval.

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board approved the Campus Suite Contract for ADA Compliance, for The Preserve at South Branch Community Development District.

B. District Engineer

No report.

C. District Manager

Ms. Lansford advised the Board that the next regular meeting of the Board of Supervisors' is scheduled for Tuesday, December 17, 2019 at 4:00 p.m., at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Mr. Miller from WR Engineering was present to discuss the damage of Wetlands.

On a Motion by Ms. Mize, seconded by Mr. Snyder, with all in favor, the Board approved for WR Engineering to assess the damage to the Wetlands and to obtain any permits, for The Preserve at South Branch Community Development District.

SEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no Board Requests or Audience Comments.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Snyder, seconded by Ms. Mize, with all in favor, the Board adjourned the meeting at 9:21 a.m., for The Preserve at South Branch Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman