



Rizzetta & Company

The Preserve at South Branch Community Development District

Board of Supervisors' Meeting January 14, 2020

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

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| Board of Supervisors | John Snyder Anne Mize Hal Lutz Frank Messina Joe Burgess | 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**

January 7, 2020

**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, January 14, 2020 at 9:00 a.m.** at the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. The following is the 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 December 17, 2019.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for November 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, December 17, 2019 at 4:15 p.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 |
| Hal Lutz | 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 <i>(attending via conference call)</i> |
| Joe Cimino | District Engineer; WRA Engineering <i>(attending via conference call)</i> |
| Matt Howell | Representative; Capital Land Management |
| David | Representative; Red Tree Landscaping |

Audience was not 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
November 19, 2019**

Ms. Lansford presented the Minutes of the Board of Supervisors' Meeting held on

47 November 19, 2019.
48

On a Motion by Mr. Lutz, seconded by Ms. Mize, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on November 19, 2019, as presented, for The Preserve at South Branch Community Development District.

49
50 **THIRD ORDER OF BUSINESS** **Consideration of Operation and**
51 **Maintenance Expenditures for October**
52 **2019**
53

54 Ms. Lansford presented the Operation and Maintenance Expenditures for October
55 2019 to the Board for approval.
56

On a Motion by Mr. Lutz, seconded by Ms. Mize, with all in favor, the Board approved, as presented, the Operation and Maintenance Expenditures for October 2019 in the amount of \$70,412.75, for The Preserve at South Branch Community Development District.

57
58 **FOURTH ORDER OF BUSINESS** **Discussion of Landscape Proposals**
59

60 Landscape Proposals were presented to the Board for discussion. (Exhibit A) It
61 was agreed to delegate authority to Mr. Snyder to work with District Management to
62 choose a landscape proposal.
63

On a Motion by Ms. Mize, seconded by Mr. Lutz, with all in favor, the Board approved to delegate authority to Mr. Snyder to choose a landscape proposal for the Branch Community Development District.

64
65 **FIFTH ORDER OF BUSINESS** **Discussion of Developer**
66 **Encroachment into CDD Easement**
67

68 Ms. Lansford informed the Board that the Developer would like an up-to five (5)
69 foot encroachment into the twenty-five (25) foot CDD Drainage and Access Easement on
70 the certain lots in Phase 1. The Developer and District Counsel will work on the
71 Disclosure Agreement for the Board to review and approve.
72

73 **SIXTH ORDER OF BUSINESS** **Staff Reports**
74

- 75 **A. District Counsel**
76 Mr. d'Adesky is in the process of preparing documents for Plat 2B and Plat 3B.
77
- 78 **B. District Engineer**
79 No report.
80
81

82 **C. District Manager**

83 Ms. Lansford advised the Board that the next regular meeting of the Board
84 of Supervisors' is scheduled for Tuesday, January 14, 2020 at 9:00 a.m., at
85 the office of Rizzetta & Company located at 5844 Old Pasco Road, Suite
86 100, Wesley Chapel, Florida 33544.

87
88 **SEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience
Comments**

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91 There were no Board Requests.

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93 **EIGHTH ORDER OF BUSINESS**

Adjournment

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| On a Motion by Mr. Snyder, seconded by Mr. Lutz, with all in favor, the Board adjourned the meeting at 4:23 p.m., for The Preserve at South Branch Community Development District. |
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Secretary / Assistant Secretary

Chairman / Vice Chairman