

**Orange Branch Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

April 14, 2025

Board of Supervisors  
Orange Branch Community Development District

Dear Board Members:

The Board of Supervisors of the Orange Branch Community Development District will hold a Regular Meeting on April 21, 2025 at 11:00 a.m., at the St. Johns County Service Center, Julington Creek Branch Multipurpose Room, 725 Flora Branch Blvd., St. Johns, Florida 32259. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consider Appointment to Fill Unexpired Term of Seat 5; *Term Expires November 2026*
  - Administration of Oath of Office to Appointed Supervisor *(the following to be provided in a separate package)*
  - A. Required Ethics Training and Disclosure Filing
    - Sample Form 1 2023/Instructions
  - B. Membership, Obligations and Responsibilities
  - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-01, Electing and Removing Officers of the District, and Providing for an Effective Date
5. Consideration of Resolution 2025-02, Approving a Proposed Budget for Fiscal Year 2026; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapters 170, 190 and 197, Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date

**ATTENDEES:**

**Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.**

6. Consideration of Resolution 2025-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date
  7. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
    - A. Affidavit of Publication
    - B. RFQ Package
    - C. Respondent: *England-Thims & Miller, Inc.*
    - D. Competitive Selection Criteria/Ranking
    - E. Award of Contract
  8. Ratification Items
    - A. Big Z Pool Service, LLC Agreement for Monthly Fountain Service
    - B. Landcare Group, Inc. Agreement for Landscape Maintenance Services
  9. Acceptance of Unaudited Financial Statements as of February 28, 2025
  10. Approval of June 17, 2024 Public Hearings and Regular Meeting Minutes
  11. Staff Reports
    - A. District Counsel: *Kilinski / Van Wyk PLLC*
    - B. District Engineer: *England-Thims & Miller, Inc.*
    - C. District Manager: *Wrathell, Hunt and Associates, LLC*
      - NEXT MEETING DATE: May 19, 2025 at 11:00 AM
        - QUORUM CHECK
- |        |                  |                                    |                                |                             |
|--------|------------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | JUSTIN DUDLEY    | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | C AUSTEN ROBERTS | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | TAYLOR LARZA     | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | ZACH DECKER      | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 |                  | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
12. Board Members' Comments/Requests
  13. Public Comments

14. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 413 553 5047**