

**MINUTES OF MEETING  
ORANGE BRANCH COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Orange Branch Community Development District held a Regular Meeting on February 23, 2026 at 11:30 a.m., at the Del Webb Saint Johns, 91 Skipping Stone Court, St. Johns, Florida 32259.

**Present:**

Justin Dudley	Chair
Willam Messina	Vice Chair
Zachary Decker	Assistant Secretary
Taylor Larza	Assistant Secretary

**Also present:**

Ernesto Torres	District Manager
Felix Rodriguez	Wrathell, Hunt and Associates, LLC (WHA)
Jennifer Kilinski (via telephone)	District Counsel
George Katsaras (via telephone)	District Engineer
Nicole Pare	Pulte
Caytlin Belanger	FirstService Residential
Monica Hodges	FirstService Residential
Megan Belasad (via telephone)	Member of the Public
Brett North	Pulte/Supervisor-Appointee
Unnamed Representatives	BrightView, Yellowstone, The Greenery, and United

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rodriguez called the meeting to order at 11:34 a.m. Supervisors Dudley, Messina, Larza and Decker, and Supervisor-Elect North, were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Brett North (the following to be provided under separate cover)**

Mr. Rodriguez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Brett North. Mr. North is familiar with the following:

- 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**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, moving the Tenth Order of Business to the next agenda item, was approved.**

- **Review of Proposals for Landscape and Irrigation Maintenance Services**  
**This item, previously the Tenth Order of Business, was presented out of order.**

Mr. Rodriguez stated the Request for Proposals (RFP) for Landscape and Irrigation Maintenance Services was properly advertised in accordance with the approved Project Manual and Evaluation Matrix and proposals were received by the established deadline. A Bid Opening occurred on February 19, 2026, and an on-site visit with each bidder occurred in January 2026.

**A. Respondent(s)**

Mr. Rodriguez stated proposals were received from BrightView Landscape Services, Inc.; Yellowstone Landscape; United Land Services; The Greenery, Inc.; Ruppert Landscape; Landcare Group, Inc.; and Earthkind Landscapes LLC.

**B. Ranking/Evaluation**

Mr. Rodriguez stated Staff reviewed the proposals submitted. Six of the seven proposals fully satisfied the minimum requirements. Minor administrative deficiencies were noted.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, waiving minor deficiencies, was approved.**

Mr. Dudley voiced his belief that the Board Members had an opportunity to review the proposals. He presented his proposed Evaluation Matrix scores for each respondent. He noted the presence of many experienced, high-quality vendors in the market and stated that the personnel numbers and the price were heavy factors in his bid evaluation process.

Mr. Rodriguez reviewed Mr. Dudley’s scores for each of the respondents, as follows:

**BrightView Landscape Services, Inc.:** Personnel & Equipment = 15, Experience = 16, Understanding of Scope of RFP = 7.5, Financial Capacity = 10, Price = 16.54, Reasonableness = 15, Total = 80.04

**Earthkind Landscapes LLC:** Personnel & Equipment = 9, Experience = 8, Understanding of Scope of RFP = 6, Financial Capacity = 5, Price = 6.63, Reasonableness = 6, Total = 40.63

**Landcare Group, Inc.:** Personnel & Equipment = 18, Experience = 18, Understanding of Scope of RFP = 6.5, Financial Capacity = 7.5, Price = 16.1, Reasonableness = 15, Total = 81.1

**Ruppert Landscape:** Personnel & Equipment = 11, Experience = 15, Understanding of Scope of RFP = 8, Financial Capacity = 10, Price = 18.61, Reasonableness = 11.25, Total = 73.86

**The Greenery, Inc:** Personnel & Equipment = 11, Experience = 16, Understanding of Scope of RFP = 8, Financial Capacity = 10, Price = 19.39, Reasonableness = 11.25, Total = 75.64

**United Land Services:** Personnel & Equipment = 8, Experience = 15, Understanding of Scope of RFP = 6.5, Financial Capacity = 10, Price = 25, Reasonableness = 9, Total = 73.5

**Yellowstone Landscape:** Personnel & Equipment = 15, Experience = 16, Understanding of Scope of RFP = 7.5, Financial Capacity = 10, Price = 16.52, Reasonableness = 15, Total = 80.02

Mr. Rodriguez reported the following rankings, based on the scoring:

#1	Landcare Group, Inc.	81.10 points
#2	BrightView Landscape Services, Inc.	80.04 points
#3	Yellowstone Landscape	80.02 points
#4	The Greenery, Inc.	75.64 points
#5	Ruppert Landscape	73.86 points
#6	United Land Services	73.50 points
#7	Earthkind Landscapes LLC	40.63 points

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, accepting Mr. Dudley’s scores and ranking as the Board’s own scores and ranking, was approved.**

**C. Authorization to Negotiate and Finalize Contract(s)**

- **Consideration of Resolution 2026-06, Regarding the Award of a Landscape and Irrigation Maintenance Services Contract; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, Resolution 2026-06, Regarding the Award of a Landscape and Irrigation**

**Maintenance Services Contract to Landcare Group, Inc., the #1 ranked respondent to the RFP for Landscape and Irrigation Services; Providing a Severability Clause; and Providing an Effective Date, was adopted; and authorizing the Chair to execute the contract, was approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-01, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Rodriguez presented Resolution 2026-01. The following slate was nominated:

- |                 |                     |
|-----------------|---------------------|
| Justin Dudley   | Chair               |
| William Messina | Vice Chair          |
| Taylor Larza    | Assistant Secretary |
| Zach Decker     | Assistant Secretary |
| Brett North     | Assistant Secretary |

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

- |                 |                     |
|-----------------|---------------------|
| Craig Wrathell  | Secretary           |
| Ernesto Torres  | Assistant Secretary |
| Felix Rodriguez | Assistant Secretary |
| Craig Wrathell  | Treasurer           |
| Jeff Pinder     | Assistant Treasurer |

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, Resolution 2026-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Presentation of First Supplemental Engineer’s Report (Assessment Area One)**

Ms. Kilinski stated that the Fifth, Sixth, Seventh, Eighth and Ninth Orders of Business all relate to the matter of bond issuance. After today, District Staff, the Bond Financing Team, and the Chair and Vice Chair will have the authority to effectuate the bond issuance with no further Board action or Board meetings, as long as the parameters set forth are not exceeded. Documents will be approved in substantial form.

Mr. Katsaras presented the First Supplemental Engineer's Report for Assessment Area One, and noted the following:

- The Report includes the portion of the Capital Improvement Plan (CIP) related to Assessment Area One.
- Assessment Area One anticipates 365 lots.
- In total, the CDD encompasses approximately 963.43 acres, and Assessment Area One includes approximately 379.06 acres, and is fully platted.
- The Product Types Table in Section 3 describes the planned product types for the platted areas of Landings at Greenbriar Phase 1A, Landings at Greenbriar Phase 1B, and the first phase of the Del Webb Portion of Landings at St. Johns, for a total of 365 lots.
- All permitting was completed and all three areas are platted.
- Construction is complete at Landings at Greenbriar Phase 1A, and the first phase of the Del Webb Portion of Landings at St. Johns.
- Construction is currently underway at Landings at Greenbriar Phase 1B.
- The estimated Assessment Area One Project Costs are \$18,134,345, of which Master Infrastructure Costs are approximately \$15,521,619.

Mr. Dudley stated the District Engineer and Development Team validated the numbers included in the Product Types Table in Section 3, including lot widths and the number of units. He is seeking further confirmation from the Developer Team confirming agreement with the number of units and the lot widths.

Ms. Kilinski stated that approval in substantial form will allow the District Engineer to make adjustments, if necessary.

**SIXTH ORDER OF BUSINESS****Presentation of First Supplemental Special Assessment Methodology Report**

Mr. Torres presented the Preliminary First Supplemental Special Assessment Methodology Report dated February 23, 2026. He reviewed the pertinent information and discussed the Development Program, Capital Improvement Plan (CIP), Financing Program, Assessment Methodology, lienability tests, special and peculiar benefits to the units, True-up Mechanism and the Appendix Tables. He noted the following:

- Assessment Area One envisions 365 single-family dwelling units.

➤ The total par amount of bonds necessary is \$9,235,000 to finance a portion of the Assessment Area One Project costs in the estimated total amount of \$8,442,817.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04, Authorizing the Issuance of Not Exceeding \$12,000,000 Orange Branch Community Development District, Special Assessment Bonds, Series 2026 (Assessment Area One Project) (the “Bonds”) to Finance Certain Public Infrastructure Within the District; Determining the Need for a Negotiated Limited Offering of the Bonds and Providing for a Delegated Award of Such Bonds; Appointing the Underwriter for the Limited Offering of the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Contract With Respect to the Bonds; Authorizing the Use of that Certain Master Trust Indenture Previously Approved With Respect to the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture Governing the Bonds; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum; Approving the Execution and Delivery of a Final Limited Offering Memorandum; Approving the Form of and Authorizing the Execution of a Continuing Disclosure Agreement, and Appointing a Dissemination Agent; Approving the Application of Bond Proceeds; Authorizing Certain Modifications to the Assessment Methodology Report And Engineer’s Report; Making Certain Declarations; Providing for the Registration of the Bonds Pursuant to the DTC Book-Entry Only System; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection With The Issuance, Sale and Delivery of the Bonds; and Providing for Severability, Conflicts and an Effective Date**

Ms. Kilinski presented Resolution 2026-04, which accomplishes the following:

- Authorizes the Series 2026 principal amount of bonds not exceeding \$12,000,000 to finance a portion of the public infrastructure necessary for the development of Assessment Area One.
- Sets forth certain parameters for the Series 2026 bonds, including granting authority to the Chair or Vice Chair to execute a Bond Purchase Agreement, provided the terms are within the parameters set forth.
- Sets forth that the interest rate on the Series 2026 bonds shall not exceed the maximum statutory rate, the principal installments cannot exceed 30 years and the compensation to the Underwriter is 2% of the aggregate face amount of the Series 2026 bonds.
- Approves the forms of Exhibits A through D attached to the Resolution, including the Bond Purchase Contract, Preliminary Limited Offering Memorandum, Continuing Disclosure Agreement and a First Supplemental Trust Indenture.
- Authorizes making any necessary changes to the Engineer’s Report and Methodology Report in connection with marketing the bonds, without the need for a Special Meeting.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, Resolution 2026-04, Authorizing the Issuance of Not Exceeding \$12,000,000 Orange Branch Community Development District, Special Assessment Bonds, Series 2026 (Assessment Area One Project) (the “Bonds”) to Finance Certain Public Infrastructure Within the District; Determining the Need for a Negotiated Limited Offering of the Bonds and Providing for a Delegated Award of Such Bonds; Appointing the Underwriter for the Limited Offering of the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Contract With Respect to the Bonds; Authorizing the Use of that Certain Master Trust Indenture Previously Approved With Respect to the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture Governing the Bonds; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum; Approving the Execution and Delivery of a Final Limited Offering Memorandum; Approving the Form of and Authorizing the Execution of a Continuing Disclosure Agreement, and Appointing a Dissemination Agent; Approving the Application of Bond Proceeds; Authorizing Certain Modifications to the Assessment Methodology Report And Engineer’s Report; Making Certain Declarations; Providing for the Registration of the Bonds Pursuant to the DTC Book-Entry Only System; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection With The Issuance, Sale and Delivery of the Bonds; and Providing for Severability, Conflicts and an Effective Date, in substantial form, was adopted.**

**ORANGE BRANCH CDD  
EIGHTH ORDER OF BUSINESS**

**February 23, 2026**

**Consideration of Resolution 2026-05, Setting Forth the Specific Terms of the District's Special Assessment Revenue Bonds, Series 2026 (Assessment Area One); Making Certain Additional Findings and Adopting and Confirming an Engineer's Report and a Supplemental Assessment Report; Delegating Authority to Prepare Final Reports and Update this Resolution; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Series 2026 Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability, and an Effective Date**

Ms. Kilinski presented Resolution 2026-05.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, Resolution 2026-05, Setting Forth the Specific Terms of the District's Special Assessment Revenue Bonds, Series 2026 (Assessment Area One); Making Certain Additional Findings and Adopting and Confirming an Engineer's Report and a Supplemental Assessment Report; Delegating Authority to Prepare Final Reports and Update this Resolution; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Series 2026 Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability, and an Effective Date, in substantial form, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Ancillary Financing Agreements**

Ms. Kilinski presented the following:

- A. Acquisition Agreement**
- B. Declaration of Consent**
- C. Notice of Special Assessments**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the Acquisition Agreement, Declaration of Consent, and Notice of Special Assessments, all in substantial form, were approved.**

**TENTH ORDER OF BUSINESS**

**Review of Proposals for Landscape and Irrigation Maintenance Services**

- A. Respondent(s)**
- B. Ranking/Evaluation**
- C. Authorization to Negotiate and Finalize Contract(s)**
  - **Consideration of Resolution 2026-06, Regarding the Award of a Landscape and Irrigation Maintenance Services Contract; Providing a Severability Clause; and Providing an Effective Date**

This item was presented following the Third Order of Business.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-07, Adopting Facility Policies and Rates; Providing a Severability Clause; and Providing an Effective Date**

Ms. Kilinski presented Resolution 2026-07. She noted that the Policies can be amended on a month-to-month basis if necessary as on-site processes are improved. Ms. Pare’s comments will be incorporated into the Policies, which will be updated. As the CDD does not meet every month, this Resolution enables the District Manager to make administrative amendments in between Board meetings and present them for ratification at the next meeting. It allows on-site staff to have input as the amenities become operational.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, Resolution 2026-07, Adopting Facility Policies and Rates; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Acquisition of Recreational Improvements**

Ms. Kilinski presented the Acquisition of Recreational Improvements documents. She noted that the reimbursable cost attributable to Basham & Lucas Design Group, Inc., is actually \$129,000. Approval is requested in substantial form, as some backup and warranty release documents will be updated. It is hoped that the acquisition documents will be executed and ready for ratification at the next meeting to allow for reimbursement from bond proceeds.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, acquisition of the Recreational Improvements and the associated documents, all in substantial form, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Bills of Sale**

- A. Landings at St Johns Phase 1A
- B. Landings at Greenbriar Phase 1AB
- C. Landings at St Johns Phase 1B
- D. Landings at St Johns Phase 1C
- E. Landings at Greenbriar Phase 1AA

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the Bills of Sale, all in substantial form, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of C. Buss Enterprises Commercial Swimming Pool Maintenance Contract**

Mr. Rodriguez presented the C. Buss Enterprises Commercial Swimming Pool Maintenance Contract.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the C. Buss Enterprises Commercial Swimming Pool Maintenance Contract, in the amount of \$1,200 per month, not including chemicals, was approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Ratification of Municipal Asset Management, Inc. Lease Purchase Agreement**

Mr. Rodriguez presented the Municipal Asset Management, Inc. Lease Purchase Agreement, applicable to the fitness equipment at the newly opened Amenity Center.

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the Municipal Asset Management, Inc. Lease Purchase Agreement, was approved.**

**SIXTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2026**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the Unaudited Financial Statements as of January 31, 2026, were accepted.**

**SEVENTEENTH ORDER OF BUSINESS**

**Approval of January 13, 2026 Regular Meeting Minutes**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the January 13, 2026 Regular Meeting Minutes, as presented, were approved.**

**EIGHTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kilinski | Van Wyk PLLC**

Ms. Kilinski discussed the current legislative session and stated updates will be provided.

**B. District Engineer: England-Thims & Miller, Inc.**

There was no report.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **Performance Measures/Standards & Annual Reporting Form (for informational purposes)**
- **NEXT MEETING DATE: March 16, 2026 at 11:00 AM**
  - **QUORUM CHECK**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, canceling the March 16, 2026 meeting, was approved.**

**NINETEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**TWENTIETH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**TWENTY-FIRST ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Dudley and seconded by Mr. Messina, with all in favor, the meeting adjourned at 12:18 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair