

FOX BRANCH RANCH

**COMMUNITY DEVELOPMENT
DISTRICT**

October 8, 2025

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

AGENDA LETTER

Fox Branch Ranch 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
<https://foxbranchranchcdd.net/>

October 1, 2025

Board of Supervisors
Fox Branch Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Fox Branch Ranch Community Development District will hold a Regular Meeting on October 8, 2025 at 9:30 a.m., at the City of Davenport Tom Fellows Community Center, 207 North Blvd. West, Davenport, Florida 33837. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Financial Capability for Perpetual Operations and Maintenance Entities for Stormwater Management System Phase 3 & 4
4. Consideration of Resolution 2026-01, Designating the Location of the Local District Records Office and Providing an Effective Date
5. Ratification Items
 - A. Dora Landscaping, LLC First Amendment to Landscape Maintenance Services Agreement
 - B. Dora Landscaping, LLC Second Amendment to Landscape Maintenance Services Agreement
6. Acceptance of Unaudited Financial Statements as of August 31, 2025
7. Approval of August 13, 2025 Public Hearings and Regular Meeting Minutes
8. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Dewberry Engineers, Inc.*
 - C. Field Operations: *Atmos Living Management Group, LLC*
 - Field Operations and Backflow Inspection Reports (August and September 2025)

ATTENDEES:

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

NOTE: Meeting Location

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

- NEXT MEETING DATE: November 12, 2025 at 9:30 AM [Courtyard Winter Haven, 6225 Cypress Garden Blvd., SE, Winter Haven, Florida 33884]
 - QUORUM CHECK

SEAT 1	CHRIS TYREE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 2	ROGER VAN AUKE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 3	JC NOWOTNY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 4	MARY MOULTON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 5	SHELLEY KAERCHER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

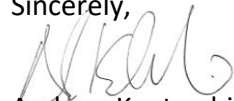
9. Board Members' Comments/Requests

10. Public Comments

11. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (415) 516-2161.

Sincerely,



Andrew Kantarzhi
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 867 327 4756

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

3

Certification Of Financial Capability For Perpetual Operations And Maintenance Entities

Permit No.: N/A Application No.: N/A Date Issued (if modification): N/A

Identification or Name of Stormwater Management System: Fox Branch Ranch Mass Grading

Phase of Stormwater Management System (if applicable): Phase 3&4

Name of Operation and Maintenance Entity: Fox Branch Ranch Community Development District

Address of Operation and Maintenance Entity: _____

☒ Cost estimate attached

Total annual operating expenses, including maintenance costs, for the estimated remaining useful life of the system accounting for annualized capital or replacement costs or deferred maintenance expenses for the system, including those components where maintenance or replacement frequencies are less frequent than once per year, for each BMP in the stormwater management system and any associated infrastructure, in current year dollars.

\$96,682.76

Operation and Maintenance Entity (Select All That Apply):

- ☐ Local, state, or federal government agencies; municipal service other special taxing units, water control or drainage districts; community development, special assessment, or water management districts
 - ☐ Communication, water, sewer, stormwater, electrical, or other public utility
 - ☐ Construction permittee (see Section 12, Volume I)
 - ☐ Non-profit corporations, including homeowners' associations, property owners' associations, condominium owners' or master associations
 - ☒ Other (Describe the Other Operation and Maintenance Entity below)
Fox Branch Ranch Community Development District
-

Certification by Operation and Maintenance Entity:

Certification Provisions for the Operation and Maintenance Entity (Select All That Apply):

- ☐ Municipal Separate Storm Sewer System (MS4) permittee subject to Chapter 62-624, F.A.C. (Identify the applicable Florida Department of Environmental MS4 permit below:)

Certification Of Financial Capability For Perpetual Operations And Maintenance Entities

- ☐ Non-profit corporation subject to the Homeowners' Association Act under Chapter 720, Florida Statutes
- ☐ Construction permittee that will not be the Operation and Maintenance Entity. (Identify the intended Operation and Maintenance Entity below:)
-
- ☒ Other: Operation and Maintenance Entity not otherwise selected for this section. Describe the Other Operation and Maintenance Entity below, such as State or federal agency, Property Owners' Association, etc.:
Fox Branch Ranch Community Development District
-

The below Permittee or Operation and Maintenance Entity certifies that this form is true, accurate, and complete; and that it has the financial capability to operate and maintain the system in perpetuity including costs of inspections, operation, repair, and replacement of the system once the system meets its expected life. The signee below will be responsible for all maintenance, operation, and repair costs for the stormwater system of the above permit in perpetuity, until such time the system is properly abandoned, or the permit is transferred to a new operation and maintenance entity.

Name of Permittee or Operation and Maintenance Entity: Fox Branch Ranch Community Development District

Name: _____

Title: _____

Signature: _____

Date _____

Fox Branch Mass Grading
Polk County, FL



Date: 9/9/2025

	DESCRIPTION	Estimate Life Span (yr)	QTY	UNIT	UNIT COST (\$)	ULTIMATE COST (\$)
INSPECTION						
	Stormwater Inspection	1	1	LS	\$2,000.00	\$2,000.00
	Environmental Inspection	1	1	CY	\$2,000.00	\$2,000.00
	Storm Debris Removal	1	194	AC	\$250.00	\$48,435.00
	Landscaping	1	1	LS	\$13,036.86	\$13,036.86
TOTAL EARTHWORK						\$65,471.86
STORM DRAINAGE						
Storm Inlets						
	FDOT Type D Inlet	50	6	EA	\$10,000.00	\$60,000.00
Storm Pipe						
	15" RCP	50	0	LF	\$66.00	\$0.00
	18" RCP	50	25	LF	\$73.00	\$1,825.00
	24" RCP	50	223	LF	\$99.00	\$22,077.00
	30" RCP	50	179	LF	\$146.00	\$26,134.00
	36" RCP	50	0	LF	\$190.00	\$0.00
	42" RCP	50	324	LF	\$260.00	\$84,240.00
	48" RCP	50	476	LF	\$330.00	\$157,080.00
	54" RCP	50	698	LF	\$400.00	\$279,200.00
	60" RCP	50	484	LF	\$499.75	\$241,879.00
	24" Elliptical Pipe	50	1,082	LF	\$257.87	\$279,015.34
	4'x12' Rectangular Pipe	50	124	LF	\$2,000.00	\$248,000.00
Storm Mitered End Sections						
	18" MES w/ Splash Pad	50	1	EA	\$2,973.07	\$2,973.07
	24" MES w/ Splash Pad	50	14	EA	\$3,846.05	\$53,844.70
	30" MES w/ Splash Pad	50	3	EA	\$5,559.10	\$16,677.30
	42" MES w/ Splash Pad	50	8	EA	\$8,282.64	\$66,261.12
	48" MES w/ Splash Pad	50	8	EA	\$9,711.15	\$77,689.20
	60" MES w/ Splash Pad	50	8	EA	\$20,181.80	\$161,454.40
	24" Elliptical Pipe MES w/ Splash Pad	50	10	EA	\$3,623.69	\$36,236.90
TOTAL STORM DRAINAGE						\$1,814,587.03
0.86 Multiplier						\$1,560,544.85
TOTAL ANNUAL STORM DRAINAGE CONSTRUCTION ESTIMATE						\$31,210.90
TOTAL OPERATION AND MAINTENANCE COST: INSPECTION + STORM DRAINAGE						\$96,682.76

Note:

1. 0.86 multiplier gathered from <https://swcweb.epa.gov/stormwatercalculator/location> as allowed by SWFWMD.

Christopher J Allen, P.E.
Project Manager
Dewberry Engineers Inc.
Dewberry
800 N. Magnolia Avenue, Suite 1000
Orlando, Florida 32801
Certification of Authorization No. 8794

Date: 9/9/2025

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2026-01

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE LOCATION OF THE
LOCAL DISTRICT RECORDS OFFICE AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Fox Branch Ranch Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Polk County, Florida; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FOX
BRANCH RANCH COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. The District’s local records office shall be located at: _____

_____.

SECTION 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2025.

ATTEST:

**FOX BRANCH RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION ITEMS

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION ITEMS A

FIRST AMENDMENT TO LANDSCAPE & IRRIGATION SERVICES AGREEMENT

This First Amendment ("**First Amendment**") is made and entered into this 23 day of June, 2025, by and between:

FOX BRANCH RANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Flagler County, Florida, and having offices at c/o District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District**"); and

DORA LANDSCAPING, LLC, a Florida limited liability company, whose address is 4401 Hogshhead Road, Apopka, Florida 32703 ("**Contractor**," and collectively with the District, "**Parties**").

RECITALS

WHEREAS, on June 5, 2025, the District and the Contractor entered into an agreement for landscape and irrigation services ("**Services Agreement**"); and

WHEREAS, pursuant to Section 27 of the Services Agreement, the Parties desire to amend the Services Agreement as set forth in more detail in Section 2 below; and

WHEREAS, any terms not otherwise defined herein shall have the meaning set forth in the Services Agreement.

WHEREAS, each of the Parties hereto has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each Party has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each Party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Services Agreement is hereby affirmed and the Parties hereto agree that it continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this First Amendment, nothing herein shall modify the rights and obligations of the Parties under the Services Agreement. All of the remaining provisions remain in full effect and fully enforceable.

SECTION 2.

- A.** The Services Agreement is hereby amended to add the additional services fee schedule described in the proposals attached hereto as **Exhibit A**.

SECTION 3. To the extent that any terms or conditions found in **Exhibit A** conflict with the terms of the Services Agreement or this Amendment, the Services Agreement and this Amendment control and shall prevail.

SECTION 4. All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the Parties hereto have signed this First Amendment to the Services Agreement on the day and year first written above.

Attest:




Secretary/Assistant Secretary

**FOX BRANCH RANCH COMMUNITY
DEVELOPMENT DISTRICT**



Chairperson/Vice Chairperson

DORA LANDSCAPING, LLC


By: Amy Mead


By:  - Matt Hurt
Its: Vice President

Exhibit A: Proposals for Additional Work

EXHIBIT A

Service:	Cost Per Unit
Mulch/Pine Straw <i>Billed at time of service</i>	\$60.00 per cubic yard (shredded) \$65.00 per cubic yard (pine bark)
Palm Pruning Above 15' <i>Billed at time of service</i>	\$55.00 per Sabal \$55.00 per Queen \$55.00 per Foxtail and Alexander \$150.00 per Royal \$95.00 per Washingtonian \$165.00 per Date Palm \$185.00 per Canary
Bedding Plants (Annuals) <i>Billed at time of service</i>	\$2.50 per Annual

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

RATIFICATION ITEMS B

SECOND AMENDMENT TO LANDSCAPE & IRRIGATION SERVICES AGREEMENT

This Second Amendment ("**Second Amendment**") is made and entered into this 28th day of August, 2025, by and between:

FOX BRANCH RANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Flagler County, Florida, and having offices at c/o District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District**"); and

DORA LANDSCAPING, LLC, a Florida limited liability company, whose address is 4401 Hogshead Road, Apopka, Florida 32703 ("**Contractor**," and collectively with the District, "**Parties**").

RECITALS

WHEREAS, on June 5, 2025, the District and the Contractor entered into an agreement for landscape and irrigation services ("**Services Agreement**"); and

WHEREAS, pursuant to Section 27 of the Services Agreement, the Parties desire to amend the Services Agreement as set forth in more detail in Section 2 below; and

WHEREAS, any terms not otherwise defined herein shall have the meaning set forth in the Services Agreement.

WHEREAS, each of the Parties hereto has the authority to execute this Second Amendment and to perform its obligations and duties hereunder, and each Party has satisfied all conditions precedent to the execution of this Second Amendment so that this Second Amendment constitutes a legal and binding obligation of each Party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Services Agreement is hereby affirmed and the Parties hereto agree that it continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Second Amendment, nothing herein shall modify the rights and obligations of the Parties under the Services Agreement. All of the remaining provisions remain in full effect and fully enforceable.

SECTION 2.

- A.** The Services Agreement is hereby amended to add the additional services fee schedule described in the proposals attached hereto as **Exhibit A**.

SECTION 3. To the extent that any terms or conditions found in **Exhibit A** conflict with the terms of the Services Agreement or this Amendment, the Services Agreement and this Amendment control and shall prevail.

SECTION 4. All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the Parties hereto have signed this Second Amendment to the Services Agreement on the day and year first written above.

Attest:

**FOX BRANCH RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Signed by:


Chairperson/Vice Chairperson

DORA LANDSCAPING, LLC

By: _____


Signed by:

By: _____
Its: _____
Vice President

Exhibit A: Proposals for Additional Work

EXHIBIT A

Fox Branch Ranch Phase 2 - CDD Landscape Maintenance Program (52 Visits)

- A. **Mowing:** All turf areas will be mowed weekly during the months of April thru October and a minimum of every other week or as necessary to keep a clean look during the months of October thru March. (Approximately 42 cuts)
- B. **Edging:** Edging of all curbs, sidewalks, and all other paved areas, will be performed with the mowing schedule. Planter beds and tree saucer/circles will be performed on every other mowing schedule date.
- C. **String trimming:** String trimming will be done at the same time as the mowing schedule. All areas not accessible with the lawn mowers will be string trimmed.
- D. **Detailing of planted areas, bushes and shrubs:** Trimming, pruning, and shaping of plant material in beds will be done on a four-week rotational basis to keep all planting areas neat and clean in appearance. Shrubs will be trimmed and shaped to maintain their natural shape and size. Sticks and debris to be raked and removed from bed areas on each service visit.
- E. **Weeding of shrub and tree beds:** Beds will be kept clean and reasonably free of weeds chemically or pulled by hand to keep a neat and clean appearance. This will be done during the regular maintenance and mowing schedule. Pre-emergent shall be applied quarterly to the beds.
- F. **Debris Removal:** Landscape debris will be blown off and cleaned up each visit. Trash will be removed from the lawn and plant beds each visit.
- G. **Leaf Removal:** Contractor will blow, rake, pick up, and bag leaves in landscape area on a bi-weekly basis between January 15th and April 15th.
- H. **Small Landscape Trees:** Overhanging limbs will be maintained to a height of 10' for walkways, 12' for parking areas, and 15' for roadways. Limbs larger than 2" in diameter require an additional work authorization. Ligustrum, holly, and other ornamental trees will be pruned up to 15' in height to preserve their natural shape.
- I. **Palm Trees:** Palms up to 15' OA will be trimmed on an as needed basis to maintain a neat and clean in appearance.
- J. **Irrigation:** Monthly irrigation inspections are included in this agreement. Monthly irrigation inspections to include operating all zones, valves, and controllers once per month to insure proper operation and coverage of heads. Irrigation repair work requires a separate work authorization. Damage from Dora Landscaping Company employees shall be repaired at no charge. Irrigation work greater than \$750.00 requires a separate work authorization.
- K. **Fertilization and Pest Control on shrubs:** All fertilizers shall be high quality well blended granular or liquid fertilizer. Turf to receive (6) treatments per year. Shrubs to receive (6) treatments per year. Integrated pest management services shall utilize the safest chemical to treat the target pest at the lowest threshold rate and shall coincide with regular scheduled treatments. Termites, mice, and nematodes are not covered under this agreement.

End Project Specifications

Description	Fee
Fox Branch Ranch - Phase 2 (Monthly)	\$ 2,930.75
Fox Branch Ranch - Phase 2 (Annually)	\$ 35,169.05
Weekly Grounds Management Services	Included
Monthly Irrigation Inspection	Included
Fertilization and Pest Control	Included
Total:	\$ 2,930.75 per month \$ 35,169.05 Annually

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
AUGUST 31, 2025**

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
AUGUST 31, 2025**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 6,078	\$ -	\$ -	\$ 6,078
Investments				
Revenue	-	594	-	594
Reserve	-	189,387	-	189,387
Capitalized interest	-	178	-	178
Construction	-	-	44,400	44,400
Cost of issuance	-	333	-	333
Undeposited funds	-	595	-	595
Due from Landowner	21,072	-	-	21,072
Total assets	<u>\$ 27,150</u>	<u>\$ 191,087</u>	<u>\$ 44,400</u>	<u>\$ 262,637</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 21,026	\$ -	\$ -	\$ 21,026
Due to Landowner	439	5,608	-	6,047
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>27,465</u>	<u>5,608</u>	<u>-</u>	<u>33,073</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	21,072	-	-	21,072
Total deferred inflows of resources	<u>21,072</u>	<u>-</u>	<u>-</u>	<u>21,072</u>
Fund balances:				
Restricted for:				
Debt service	-	185,479	-	185,479
Unassigned	(21,387)	-	-	(21,387)
Total fund balances	<u>(21,387)</u>	<u>185,479</u>	<u>44,400</u>	<u>208,492</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 27,150</u>	<u>\$ 191,087</u>	<u>\$ 44,400</u>	<u>\$ 262,637</u>

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ 16,710	\$ 60,655	\$ 315,940	19%
Total revenues	<u>16,710</u>	<u>60,655</u>	<u>315,940</u>	19%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	34,000	48,000	71%
Legal	-	5,950	25,000	24%
Engineering	-	3,363	3,000	112%
Financial & administrative	5,212	5,212	-	N/A
Audit	-	3,400	5,500	62%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	83	500	1,000	50%
Trustee*	-	-	5,500	0%
Telephone	17	183	200	92%
Postage	-	23	500	5%
Printing & binding	42	458	500	92%
Legal advertising	317	1,717	6,500	26%
Annual special district fee	-	175	175	100%
Insurance	-	5,796	6,000	97%
Contingencies/bank charges	204	1,208	500	242%
Website hosting & maintenance	-	705	705	100%
EMMA software service	-	-	1,000	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>9,875</u>	<u>62,690</u>	<u>104,790</u>	60%

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
Other fees & charges				
Field operations and maintenance				
Field operations manager	-	-	3,000	0%
Landscaping contract labor	7,480	18,854	40,000	47%
Backflow prevention test	-	-	350	0%
Irrigation maintenance/repair	-	-	4,000	0%
Plants, shrubs & mulch	-	-	50,000	0%
Annuals	-	-	9,000	0%
Tree trimming	-	-	3,000	0%
Signage	-	-	1,500	0%
General maintenance	-	-	2,500	0%
Fence/wall repair	-	-	1,000	0%
Irrigation pump maintenance	-	-	3,000	0%
Aquatic control - ponds	1,320	1,320	15,000	9%
Wetland mitigation	-	-	25,000	0%
Holiday decorations	-	-	5,000	0%
Pressure washing	-	-	3,000	0%
Misc. field operations - contingency	-	-	20,000	0%
Electric:				
Irrigation	-	-	6,000	0%
Street lights	-	-	18,000	0%
Entrance signs	-	-	1,800	0%
Total Field Operations	8,800	20,174	211,150	10%
Total expenditures	18,675	82,864	315,940	26%
Excess/(deficiency) of revenues over/(under) expenditures	(1,965)	(22,209)	-	
Fund balances - beginning	(19,422)	822	-	
Fund balances - ending	\$ (21,387)	\$ (21,387)	\$ -	

*These items will be realized when bonds are issued

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2025
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year To Date
REVENUES		
Lot closing assessments	\$ 595	\$ 595
Interest	1,279	3,812
Total revenues	<u>1,874</u>	<u>4,407</u>
EXPENDITURES		
Debt service		
Cost of issuance	-	174,240
Interest	-	34,190
Total debt service	<u>-</u>	<u>208,430</u>
Other fees & charges		
Trustee fee	-	5,925
Total other fees and charges	<u>-</u>	<u>5,925</u>
Total expenditures	<u>-</u>	<u>214,355</u>
Excess/(deficiency) of revenues over/(under) expenditures	1,874	(209,948)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	512,970
Original issue discount	-	(27,565)
Underwriter's discount	-	(84,370)
Total other financing sources	<u>-</u>	<u>401,035</u>
Net change in fund balances	1,874	191,087
Fund balances - beginning	183,605	(5,608)
Fund balances - ending	<u>\$ 185,479</u>	<u>\$ 185,479</u>

**FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2025
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year To Date
REVENUES		
Construction	\$ 158	\$ 4,400
Interest & miscellaneous	-	40,000
Total revenues	<u>158</u>	<u>44,400</u>
EXPENDITURES		
Construction costs - Developer	-	5,067,030
Total expenditures	<u>-</u>	<u>5,067,030</u>
Excess/(deficiency) of revenues over/(under) expenditures	158	(5,022,630)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	5,067,030
Total other financing sources/(uses)	<u>-</u>	<u>5,067,030</u>
Net change in fund balances	158	44,400
Fund balances - beginning	44,242	-
Fund balances - ending	<u>\$ 44,400</u>	<u>\$ 44,400</u>

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
FOX BRANCH RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Fox Branch Ranch Community Development District held Public Hearings and a Regular Meeting on August 13, 2025 at 9:30 a.m., at the Holiday Inn Express & Suites - Orlando South, 4050 Hotel Drive, Davenport, Florida 33897.

Present:

Shelley Kaercher	Chair
John (JC) Nowotny	Vice Chair
Roger Van Auker	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Jere Earlywine (via telephone)	District Counsel
Christopher Allen (via telephone)	District Engineer
Joey Arryo	Atmos Living Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 10:28 a.m.

Supervisors Van Auker, Kaercher and Nowotny were present. Supervisors Tyree and Moulton were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2025/2026 Budget**

A. Proof/Affidavit of Publication

B. Consideration of Resolution 2025-09, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending

September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Kantarzhi presented Resolution 2025-09. He reviewed the proposed Fiscal Year 2026 budget compared to the Fiscal Year 2025 budget. This version includes the on-roll assessments, along with the off-roll assessments and Landowner-contributions.

The following change was made to the Fiscal Year 2026 budget:

Page 2: Move "Property appraiser & tax collector" line item to Page 1, under "Professional & administrative" Expenses

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-09, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

These items were included for informational purposes.

C. Consideration of Resolution 2025-10, Providing for Funding for the Fiscal Year 2025/2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

76 **On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor,**
77 **the Public Hearing was opened.**

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80 No affected property owners or members of the public spoke.

81 **On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor,**
82 **the Public Hearing was closed.**

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84 **On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor,**
85 **Resolution 2025-10, Providing for Funding for the Fiscal Year 2025/2026**
86 **Adopted Budget(s); Providing for the Collection and Enforcement of Special**
87 **Assessments, Including but Not Limited to Penalties and Interest Thereon;**
88 **Certifying an Assessment Roll; Providing for Amendments to the Assessment**
89 **Roll; Providing a Severability Clause; and Providing an Effective Date, was**
90 **adopted.**

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93 **FIFTH ORDER OF BUSINESS**

Consideration of Goals and Objectives
Reporting FY2026 [HB7013 - Special
Districts Performance Measures and
Standards Reporting]

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98 Mr. Kantarzhi presented the Goals and Objectives Reporting Fiscal Year 2026
99 Performance Measures and Standards.

100 **On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor,**
101 **the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures**
102 **and Standards, were approved.**

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105 • **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives**
106 **Reporting**

107 Mr. Kantarzhi noted that it will be necessary to authorize the Chair to approve the
108 findings related to the 2025 Goals and Objectives.

109 **On MOTION by Mr. Van Auker and seconded by Mr. Nowotny, with all in favor,**
110 **authorizing the Chair to approve the findings related to the 2025 Goals and**
111 **Objectives Reporting, was approved.**

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114 **SIXTH ORDER OF BUSINESS**

Presentation of Audited Financial Report
for the Fiscal Year Ended September 30,
2024, Prepared by Grau & Associates

Mr. Kantarzhi presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-11, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-11, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

EIGHTH ORDER OF BUSINESS

Ratification Items

- A. Insight Irrigation LLC, Agreement for Irrigation Monitoring Services**
- B. Lake Pros LLC, Amendment to Agreement for Aquatic Management Services**
- C. Dora Landscaping, LLC First Amendment to Landscape & Irrigation Services Agreement**
- D. Atmos Living Management Group, LLC Field Operations Agreement**

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the Insight Irrigation LLC, Agreement for Irrigation Monitoring Services; Lake Pros LLC, Amendment to Agreement for Aquatic Management Services; Dora Landscaping, LLC First Amendment to Landscape & Irrigation Services Agreement; and Atmos Living Management Group, LLC Field Operations Agreement, were ratified.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2025

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted.

TENTH ORDER OF BUSINESS

Approval of June 11, 2025 Regular Meeting Minutes

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, the June 11, 2025 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Dewberry Engineers Inc.

There were no District Counsel or District Engineer reports.

C. Field Operations: Atmos Living Management Group, LLC

The Field Operations Inspection Report for July 2025 was included for informational purposes. He reported that everything was installed and looked good upon inspection.

D. District Manager: Wrathell, Hunt and Associates, LLC

- 0 (Zero) Registered Voters in District as of April 15, 2025
- NEXT MEETING DATE: September 10, 2025 at 9:30 AM
- QUORUM CHECK

The September 10, 2025 meeting will likely be cancelled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the meeting adjourned at 10:37 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS C

FOX BRANCH RANCH CDD

FIELD OPERATIONS INSPECTION REPORT

AUGUST 2025

- Entrance sign and annuals look in good condition at the time of inspection.



- Roads were clean of debris and operational. Landscaping looks good throughout the community.



FOX BRANCH RANCH CDD
FIELD OPERATIONS INSPECTION REPORT
AUGUST 2025
PAGE 2

- Ponds water looks clean and maintained correctly are at the time of inspection.



Respectfully submitted,

Joey Arroyo, LCAM

FOX BRANCH RANCH CDD FIELD OPERATIONS INSPECTION REPORT SEPTEMBER 2025

- During the inspection the entrance sign, plant and annuals are still in good condition.



- Landscaping is well maintained and look in good condition. The roads were clean and operational.



FOX BRANCH RANCH CDD
FIELD OPERATIONS INSPECTION REPORT
SEPTEMBER 2025
PAGE 2

- Ponds water had some plant debris in the water but it seems that it is based on the heat and the lack of rain that week.



Respectfully submitted,

Joey Arroyo, LCAM

FOX BRANCH RANCH

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS D

FOX BRANCH RANCH COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE		
LOCATION		
¹ City of Davenport, Tom Fellows Community Center, 207 North Blvd West, Davenport, Florida 33837 Courtyard Winter Haven, 6225 Cypress Garden Blvd., SE, Winter Haven, Florida 33884		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 8, 2025 ¹	Regular Meeting	9:30 AM
November 12, 2025	Regular Meeting	9:30 AM
December 10, 2025	Regular Meeting	9:30 AM
January 14, 2026	Regular Meeting	9:30 AM
February 11, 2026	Regular Meeting	9:30 AM
March 11, 2026	Regular Meeting	9:30 AM
April 8, 2026	Regular Meeting	9:30 AM
May 13, 2026	Regular Meeting	9:30 AM
June 10, 2026	Regular Meeting	9:30 AM
July 8, 2026	Regular Meeting	9:30 AM
August 12, 2026	Regular Meeting	9:30 AM
September 9, 2026	Regular Meeting	9:30 AM