MINUTES OF MEETING
ORANGE BEND
COMMUNITY DEVELOPMENT DISTRICT

The Orange Bend Community Development District held Public Hearings, a Regular Meeting and an Audit Committee Meeting on March 20, 2025 at 9:00 a.m. at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715.

Present:

Shelley Kaercher	Chair
Chris Tyree	Vice Chair
Roger Van Auker	Assistant Secretary
Robyn Bronson	Assistant Secretary

Also present:

Daniel Rom	District Manager
Jere Earlywine	District Counsel
Lonnie Brown	Member of the public

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Rom called the meeting to order at 9:11 a.m. He administered the Oath of Office to Supervisors-Elect Tyree and Van Auker before the meeting. Supervisors Tyree, Van Aucker and Kaercher, were present. Supervisor Bronson arrived after roll call. Supervisor Starr was absent.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Elected Supervisors [Seat 1 - Chris Tyree and Seat 4 – Roger Van Auker] (the following will be provided in a separate package)**

This item was addressed during the First Order of Business.

A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

B. Membership, Obligations and Responsibilities

C. Guide to the 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

FOURTH ORDER OF BUSINESS **Ratification of Resolution 2025-03, Electing Certain Officers of the District, and Providing for an Effective Date**

Mr. Rom presented Resolution 2025-03. The slate of officers is as follows:

Shelley Kaercher	Chair
Chris Tyree	Vice Chair
Craig Wrathell	Secretary
Robyn Bronson	Assistant Secretary
Justin Starr	Assistant Secretary
Roger Van Auker	Assistant Secretary
Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, Resolution 2025-03, Electing Certain Officers of the District, and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS **Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's**

Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2025-31, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Orange Bend Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Mr. Rom presented Resolution 2025-31.

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

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, Resolution 2025-31, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Orange Bend Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

Mr. Earlywine stated the master lien being placed over the whole property only goes over the 243 acres that are sold. A few parcel IDs were incorrectly included in the boundary of the District; the wrong information might have been submitted to the property appraiser. The District Manager's office will research this.

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

C. Engineer's Report (for informational purposes)

Mr. Rom stated there were no adjustments in the Engineer's report since presented at the December meeting. Mr. Earlywine stated the Report basically states that bonds will be issued to construct the roads and stormwater system.

D. Master Special Assessment Methodology Report (for informational purposes)

Mr. Rom stated the Methodology Report notates the master debt assessment for each appropriate unit type; there were no adjustments since presented at the December meeting.

E. Consideration of Resolution 2025-32, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Mr. Rom presented Resolution 2025-32.

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

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

  No affected property owners or members of the public spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

  The Board, sitting as the Equalizing Board, made no adjustments to the assessments.

On MOTION by Mr. Tyree and seconded by Ms. Kaercher, 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 2025-32, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

A. Affidavits of Publication

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2025-33 Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Rom presented Resolution 2025-33 and the Rules of Procedure.

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, 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. Tyree, 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 2025-33 Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Public Hearing on Adoption of Fiscal Year 2024/2025 Budget**

A. Affidavit of Publication

B. Consideration of Resolution 2025-34, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom presented Resolution 2025-34, and reviewed the proposed Fiscal Year 2025 budget. It is Landowner/Developer funded, with expenses funded as they are incurred.

Ms. Bronson arrived at the meeting at 9:22 a.m.

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

It was noted that the first bond issuance will most likely not be until November/December 2026, which would be in Fiscal Year 2027.

The following changes will be made to the proposed Fiscal Year 2025 budget:

"Legal" line item: Decrease $25,000 to $5,000

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-34, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2025-35, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Rom presented Resolution 2025-35. He reviewed the proposed Fiscal Year 2026 budget. The following changes will be made to the proposed Fiscal Year 2026 budget:

"Legal" line item: Decrease from $25,000 to $5,000

"Management/accounting/recording" line item: Decrease from $48,000 to $24,000

"Dissemination Agent" line item: Decrease from $1,500 to $0

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-35, Approving a Proposed Budget for Fiscal Year 2025/2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 21, 2025 at 9:00 a.m., at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS **Consideration of Fiscal Year 2025/2026 Budget Funding Agreement**

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, the Fiscal Year 2025/2026 Budget Funding Agreement, was approved.

ELEVENTH ORDER OF BUSINESS **Recess Special Meeting/Commencement of Audit Selection Committee Meeting**

On MOTION by Ms. Kaercher and seconded by Ms. Bronson, with all in favor, the Special Meeting recessed and the Audit Selection Committee Meeting commenced.

TWELFTH ORDER OF BUSINESS **Review of Responses to Request for Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

C. Respondent(s)

I. Berger, Toombs, Elam, Gaines & Frank

II. Carr, Riggs & Ingram, LLC

III. DiBartolomeo, McBee, Hartley & Barnes

IV. Grau & Associates

Mr. Rom stated he is familiar with Berger, Toombs, Elam, Gaines & Frank (BTEGF), Carr, Riggs & Ingram, LLC (CRI) and Grau & Associates (Grau). BTEGF has recently been completing audits after the deadline. Although DMHB's annual price is lower, in his opinion, Grau is the most cost effective, because DMHB did not include the fee if there is a bond issuance.

D. Auditor Evaluation Matrix/Ranking

Mr. Rom reviewed his Auditor Evaluation Matrix scores and ranking of the respondents, as follows:

#1	Grau & Associates	100 points
#2	Carr, Riggs & Ingram, LLC	98 points
#3	DiBartolomeo, McBee, Hartley & Barnes	97 points
#4	Berger, Toombs, Elam, Gaines & Frank	69 points

The consensus of the Audit Selection Committee was to accept Mr. Rom's scores, ranking and recommendation as its own.

THIRTEENTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Special Meeting**

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, the Audit Selection Committee Meeting terminated and the Special Meeting, reconvened.

FOURTEENTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

- **Award of Contract**

On MOTION by Mr. Van Auker and seconded by Ms. Kaercher, with all in favor, accepting the Audit Selection Committee scores, ranking and recommendation as the Board's own, and awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent to the RFP for Annual Audit Services, was approved.

FIFTEENTH ORDER OF BUSINESS **Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

A. Affidavit of Publication

B. RFQ Package

C. Respondent: Poulos & Bennett, LLC

Poulos & Bennett, LLC, the current Interim District Engineer, was the sole respondent.

D. Competitive Selection Criteria/Ranking

E. Award of Contract

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, deeming Poulos & Bennett, LLC the #1 ranked respondent to the RFQ for Engineering Services, awarding the Engineering Services contract to Poulos & Bennett, LLC, and authorizing Staff to negotiate a contract with Poulos & Bennett, LLC, was approved.

SIXTEENTH ORDER OF BUSINESS **Consideration of Resolution 2025-22, Designating the Location of the Local District Records Office and Providing for an Effective Date**

This item was deferred.

SEVENTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statement as of January 31, 2025**

On MOTION by Ms. Kaercher and seconded by Ms. Bronson, with all in favor, the Unaudited Financial Statement as of January 31, 2025, was accepted.

EIGHTEENTH ORDER OF BUSINESS **Approval of Minutes**

A. December 9, 2024 Landowner Meeting Minutes

B. December 9, 2024 Organizational Meeting Minutes

On MOTION by Ms. Bronson and seconded by Mr. Van Auker, with all in favor, the December 9, 2024 Landowner Meeting Minutes and the December 9, 2024 Organizational Meeting Minutes, both as presented, were approved.

NINETEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Mr. Earlywine stated the Bond Validation Hearing is on April 16, 2025.

B. District Engineer: Poulos & Bennett

There was no report.

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

- **NEXT MEETING DATE: April 17, 2025 at 9:00 AM**
  - **QUORUM CHECK**

The April meeting will be canceled. The next meeting will be held on August 21, 2025.

TWENTIETH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TWENTY-FIRST ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTY-SECOND ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Kaercher and seconded by Ms. Bronson, with all in favor, the meeting adjourned at 9:38 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

____
Secretary/Assistant Secretary

Shelley Kaercher
____
Chair/Vice Chair