

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

The Board of Supervisors of the Fox Branch Ranch Community Development District held a Regular Meeting on January 15, 2025, immediately following the Landowners Meeting scheduled to commence at 9:30 a.m., at the Holiday Inn Express & Suites - Orlando South, 4050 Hotel Drive, Davenport, Florida 33897.

Present were:

Shelley Kaercher
John (JC) Nowotny
Mary Moulton

Chair
Vice Chair
Assistant Secretary

Also present:

Andrew Kantarzhi
Jere Earlywine
Christopher Allen (via telephone)

District Manager
District Counsel
District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 9:37 a.m.

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

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [SEATS 3, 4, 5] (the following to be provided under a separate cover)

Mr. Kantarzhi, a Notary of the State of Florida and duly authorized, administered the Oath of office to Ms. Mary Moulton, Mr. John (JC) Nowotny and Ms. Shelley Kaercher. As experienced Board Members, all were familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Sample Form 1: Statement of Financial Interests/Instructions**
- D. Form 8B – Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Kantarzhi presented Resolution 2025-01.

The following results of the Landowners’ Election will be entered into Sections 1 and 2:

| | | | |
|--------|-------------------|-----------|-------------|
| Seat 3 | John (JC) Nowotny | 300 votes | 4-Year Term |
| Seat 4 | Mary Moulton | 200 votes | 2-Year Term |
| Seat 5 | Shelley Kaercher | 300 votes | 4-Year Term |

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District, as nominated, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date

Mr. Kantarzhi presented Resolution 2025-02.

Ms. Kaercher nominated the following:

| | |
|-------------------|------------|
| Shelley Kaercher | Chair |
| John (JC) Nowotny | Vice Chair |

| | |
|-----------------|---------------------|
| Chris Tyree | Assistant Secretary |
| Roger Van Auker | Assistant Secretary |
| Mary Moulton | Assistant Secretary |

No other nominations were made.

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

| | |
|------------------|------------------------|
| Craig Wrathell | is Secretary |
| Cindy Cerbone | is Assistant Secretary |
| Andrew Kantarzhi | is Assistant Secretary |
| Craig Wrathell | is Treasurer |
| Jeff Pinder | is Assistant Treasurer |

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District, as nominated, was adopted.

SIXTH 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.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2024

On MOTION by Ms. Kaercher and seconded by Ms. Moulton, with all in favor, the Unaudited Financial Statements as of November 30, 2024, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of August 14, 2024 Public Hearing and Regular Meeting Minutes

On MOTION by Ms. Kaercher and seconded by Ms. Moulton, with all in favor, the August 14, 2024 Public Hearing and Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine reviewed the bond issuance timelines.

B. District Engineer: Dewberry Engineers, Inc.

There was no report.

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

- **UPCOMING MEETINGS**

- **February 12, 2025 at 9:30 AM [Regular Meeting]**

- **February 19, 2025 at 9:30 AM [Special Meeting]**

- **QUORUM CHECK**

The February 12, 2025 meeting will likely be cancelled.

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the meeting adjourned at 9:43 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair