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MINUTES OF MEETING
DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, **October 12, 2026,** at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Tom Horton	Vice Chairman
Scott Thomas	Assistant Secretary
Andre Lanier	Assistant Secretary
Amy Ambrosio	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel, Kutak Rock
Jay Soriano	GMS
Rodney Perry	Sporting Jax Academy

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Giles called the meeting to order at 4:00 p.m. Five Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Audience Comments (Limited to three minutes)**

Ms. Giles opened the audience comment portion of the meeting and reminded those present that public comments were limited to three minutes per person. She requested that individuals state their names for the record and noted that another opportunity for public comments would be provided toward the end of the meeting.

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Resident, Mr. Pirkov addressed the Board regarding a trespass warning issued against him following an incident at the community pool on June 22, 2026. He stated that he had provided the Board and District staff with documentation concerning the incident and requested that the trespass warning be rescinded so that he could resume using the District's amenity facilities with his son. He explained that he had been a homeowner in the community for approximately six years and regularly visited the pool with his family. According to Mr. Pirkov, the incident began when an amenity staff member questioned his son's registration in the access system. He stated that his son had been incorrectly listed in the system on multiple occasions and that he became frustrated when staff requested that he leave the facility rather than allowing him to resolve the issue with a supervisor.

Mr. Pirkov acknowledged that he became upset during the encounter and made statements that he should not have made. However, he expressed concern that staff had not adequately considered his explanation or his son's circumstances. He stated that the Clay County Sheriff's Office was subsequently contacted and that deputies responded to the facility. Mr. Pirkov disputed the circumstances surrounding the issuance of the trespass warning and maintained that the situation could have been resolved without requiring him to leave the property. He further stated that he had received correspondence from the Sheriff's Office regarding the handling of the incident and believed that the responding deputies had acknowledged mistakes in their approach.

District Counsel explained that the Board had not previously taken formal action to suspend Mr. Pirkov's amenity privileges. Rather, the trespass warning had been issued by the Clay County Sheriff's Office following the incident. Counsel clarified that the Board could direct District staff to contact the Sheriff's Office and request that the warning be rescinded; however, the ultimate decision would rest with the Sheriff's Office. Counsel further explained that the trespass warning was separate from the District's formal amenity suspension procedures and that the Board was not conducting an amenity suspension hearing.

Board members discussed the circumstances surrounding the incident and the distinction between a resident's right to access District amenities and the requirement to comply with facility rules and staff instructions. It was noted that individuals who are directed to leave a facility by authorized personnel must comply with those instructions, regardless of whether they disagree with the circumstances. Mr. Pirkov maintained that he had been properly registered to use the facility and believed the staff member had acted improperly. Board members acknowledged his

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concerns but emphasized that disagreements with staff should be addressed through the appropriate procedures rather than escalating the situation at the facility.

The Board also discussed the duration of the trespass warning, which was generally understood to remain in effect for two years. Counsel clarified that the warning applied specifically to Mr. Pirkov and did not prevent other members of his household from using the District's amenities. Several Board members expressed reservations about requesting that the warning be rescinded immediately, while others discussed whether the matter could be reconsidered after a period of time. The possibility of reducing the effective period to one year was raised; however, Counsel explained that the Board could instead consider directing staff to request rescission of the warning at a future meeting.

Following further discussion, one board member indicated a desire to revisit the matter in approximately six months, with April 2027 identified as a potential time for reconsideration. It was suggested that the matter be placed on a future agenda so that the Board could determine whether to request that the Sheriff's Office rescind the trespass warning. No formal motion was made, and no action was taken to rescind the warning at this meeting.

Resident, Mrs. Pirkov also addressed the Board regarding her family's experiences with amenity staff. She described a separate incident that occurred in May 2026 at another community pool facility, during which she stated that a staff member approached her and directed her to leave without first verifying her identification or confirming her access privileges. Mrs. Pirkov expressed concern that the encounter had been based on assumptions regarding her identity and alleged that she and her family had experienced racial profiling. She stated that these experiences contributed to her husband's frustration during the subsequent June incident and expressed dissatisfaction with how the family had been treated.

Board members acknowledged Mrs. Pirkov's concerns and discussed the importance of maintaining respectful interactions between residents and amenity personnel. It was also emphasized that residents and their guests are expected to treat staff appropriately and comply with facility rules, even when disagreements arise. Mrs. Pirkov reiterated that she believed the family's previous experiences had contributed to the circumstances surrounding the trespass warning and requested that the Board consider those concerns when reviewing the matter.

The Board thanked Mr. and Mrs. Pirkov for their comments and reiterated that the matter could be reconsidered at a future meeting. No further action was taken.

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THIRD ORDER OF BUSINESS Approval of Consent Agenda

A. Minutes of the September 14, 2026, Meeting

Ms. Giles stated item three is approval of consent agenda items. Ms. Giles presented the minutes of the September 14, 2026, Board of Supervisors meeting, beginning on page seven of the agenda package. She requested that the Board consider approving the minutes in substantial form to allow District staff and District Counsel additional time to review the document and make any necessary revisions before finalization. Ms. Giles asked whether the Board had any comments or corrections to the minutes as presented. There being no further discussion, the Board approved the minutes in substantial form.

> On MOTION by Chair Nelson, seconded by Mr. Lanier, with all in favor, the Minutes of the September 14, 2026, Board of Supervisors Meeting in Substantial Form, Subject to Final Review by District Staff and District Counsel, were approved.

B. Financial Statements

C. Assessment Receipts Schedule

D. Check Register

Ms. Giles presented the unaudited financial statements for the period ending August 31, 2026, beginning on page 34 of the agenda package. She provided the Board with an opportunity to review the financial information and address any questions or concerns regarding the District's financial position. No questions or concerns were raised.

Ms. Giles reviewed the assessment receipt schedule included in the agenda package and reported that the District had collected 100% of its assessments for the fiscal year.

Ms. Giles presented the check register, beginning on page 48 of the agenda package, in the amount of $230,099.77. She stated that she had reviewed the register and identified no unusual variances or expenditures requiring additional explanation. Ms. Giles asked whether the Board had any questions or comments regarding the check register. There being no further discussion, the Board approved the check register as presented.

> On MOTION by Mr. Lanier, seconded by Chair Nelson, with all in favor, the Check Register Totaling $230,099.77, was approved.

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FOURTH ORDER OF BUSINESS Update on Meter at 3168 Stonebriar

Ms. Giles stated item four is update on the meter at 3168 Stonebriar, and asked Mr. Soriano to provide the Board with an update.

Mr. Soriano stated that he had spent considerable time over the past month attempting to establish contact with the electric company regarding the meter and the ongoing charges to the District. He explained that, with assistance from a representative of another company, he was able to obtain contact information for an upper-level manager. However, despite forwarding a series of emails documenting the situation, he continued to be directed to customer service representatives and was unable to obtain a resolution. He noted that the District had been paying for electrical service at the location for approximately 20 years, with total payments estimated at $80,000.

Mr. Soriano reported that he had recently received an email indicating that the company would consider issuing a credit if additional information could be provided regarding when the charges originally began. He explained that he had already supplied documentation of the District's payment history and that the company should be able to review its own records to verify the charges. He further explained that the property had been transferred from Oakleaf Plantation, LLC, the original developer, in February 2003. At that time, an inspection should have been completed, and responsibility for the electrical service associated with the lift station should have been transferred. However, that process was never completed, resulting in the account remaining under the District's responsibility.

Mr. Soriano stated that he was hopeful the company would provide additional information and clarification before the next meeting. He also advised that the company had been informed of the Board's previous discussion regarding discontinuing electrical service at the location. He acknowledged that shutting off the meter could affect wastewater service for residents along the roadway and emphasized that the District did not wish to create that situation. However, he expressed frustration that the District had continued paying for a service that was not its responsibility for an extended period. He stated that he would continue working toward a resolution and seek the largest possible credit for the District. The Board received the update, and no formal action was taken.

FIFTH ORDER OF BUSINESS Consideration of Agreement with CALM III, LLC (to be provided under separate cover)

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Ms. Giles presented item five on the agenda, consideration of the agreement with CALM III, LLC, and requested that the item be tabled to allow District Counsel additional time to review the agreement.

Mr. Eckert explained that he had received the agreement approximately one week before leaving town for an extended period and had not yet had sufficient time to complete his review. He further noted that his firm wanted to ensure consistency in its comments and revisions to CALM's standard agreements across the Districts it represents.

The Board agreed to table the item pending further review by District Counsel. No formal motion was made.

SIXTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Eckert provided the Board with an update regarding anticipated legislative activity during the upcoming legislative session. He stated that his firm would begin reviewing potential legislative proposals and encouraged Board members to forward any ideas or concerns they would like considered.

Mr. Eckert noted that he anticipated the sovereign immunity legislation would be reintroduced during the upcoming session. He further explained that legislative sessions following an election year are typically more active and that he expected several matters affecting community development districts to be considered. He indicated that potential amendments to Chapter 190, Florida Statutes, may also be proposed, with the goal of improving operational efficiency and reducing administrative costs for Districts, particularly those associated with the assessment levy process. Mr. Eckert stated that his firm would continue monitoring legislative developments and welcomed any suggestions from the Board.

B. District Engineer

Ms. Giles stated that there were no items on the agenda requiring the District Engineer's attention. She asked whether the Board had any questions or concerns that staff could relay to the District Engineer for review. No questions or concerns were raised.

C. District Manager – Update on the Fiscal Year 2026 Goals & Objectives

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Ms. Giles presented the Double Branch Community Development District's Fiscal Year 2026 Performance Measures and Standards Annual Reporting Form, beginning on page 152 of the agenda package. She explained that the report provided an annual review of the District's performance in meeting the goals and objectives established for the fiscal year.

Ms. Giles reported that the District had successfully met all the performance measures and standards identified in the annual reporting form. She asked whether the Board had any questions or comments regarding the report and requested a motion to approve the Fiscal Year 2026 Annual Report as presented.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, the Fiscal Year 2026 Goals & Objectives, were approved.

D. Operations Manager – Memorandum

Ms. Giles stated the operations report starts on page 155.

Mr. Soriano presented the report and provided updates on recent power outages, maintenance activities, community events, pool operations, and ongoing improvement projects throughout the District.

Mr. Soriano reported that recent power outages had caused damage to several District facilities, including the waterfall at the front entrance. He explained that both sides of Oakleaf had experienced electrical issues and that Destiny Electric had been contacted to evaluate the damage.

The waterfall was experiencing problems with its motor and variable frequency drive (VFD), requiring multiple attempts to restart the system. He noted that additional troubleshooting would be necessary to determine whether the motor or VFD needed replacement.

Mr. Soriano discussed the new electronic operations report, which provides Board members with photographs and updates on maintenance projects. He explained that the report contains the same information as the written report included in the agenda package but allows Board members to view photographs and monitor project progress before meetings. He noted that some Board members had experienced difficulty receiving the emailed report and offered to provide individual links as needed. He further explained that the report is updated regularly and maintained through an internal tracking system that includes project status, vendor information, and warranty details.

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Regarding community events, Mr. Soriano reported that the District had recently concluded its summer music events at the pool, which were well received by residents. He discussed the possibility of scheduling future musical performances earlier in the summer when pool attendance is typically higher. He also provided an update on the upcoming Pumpkin Plunge event, which would include a nighttime showing of It's the Great Pumpkin, Charlie Brown and activities for children. He noted that attendance at the event had declined in recent years due to competing community activities and that adjustments may be considered based on participation. Additional upcoming events included the District's annual turkey shoot, virtual turkey shoot, and Christmas event.

Mr. Soriano provided an update on pool operations as the summer season concluded. He reported that pool rentals and resident activity had begun to decrease, along with the number of access cards being issued. He noted that approximately 150 cards had been printed during the previous month compared to approximately 500 per month during the peak summer season. He explained that pool heaters were being tested and were expected to be activated in November. He also reminded the Board that the pools would remain available for adult use during the winter months, although lifeguards and aquatic monitors would not be present.

Mr. Soriano continued his discussion of the recent electrical outages, explaining that the extended interruptions had affected several District systems, including emergency lighting, fire panels, security panels, and sump pumps. He reported that batteries were being replaced where necessary and that the outages had caused additional damage to electrical equipment. He explained that the sump pump motors were located in underground vaults that had experienced flooding during the heavy rainfall. Although staff had previously repositioned the motors to reduce exposure to water, the electrical control boxes and conduits remained vulnerable. He stated that further evaluation was necessary to determine whether the affected motor or control equipment would require replacement.

Mr. Soriano reported that the health department had recently inspected the District's pool facilities and that the inspection was satisfactory. He noted that the inspectors had also requested that the pool slide be tested to confirm its functionality. He explained that the slide remained affected by the electrical issues and that repairs were being evaluated. He clarified that the condition of the slide had not resulted in a pool closure.

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Mr. Soriano reported that the playground improvements at Stonebriar Park had been completed, including installation of the playground equipment, swing sets, and mulch. He explained that favorable weather conditions had allowed the contractor to complete the project after previous delays. He also discussed several pending projects, including improvements to the pickleball court area and fence repairs, which had been delayed by inclement weather.

Mr. Soriano provided an update on clubhouse maintenance, reporting that Tito's was completing painting and roof pressure washing. During the work, several cracked roof tiles were identified, and additional repairs would be necessary. He also discussed deterioration of the decorative stucco chimney, explaining that portions of the material had begun separating and falling from the structure. He noted that previous repairs had not provided a permanent solution and that a contractor had been contacted to evaluate the condition and provide recommendations for repairs.

Mr. Soriano further explained that the decorative chimney was not a functioning chimney and contained no smokestack or ventilation system. He discussed the possibility of removing or modifying the structure rather than continuing to repair the deteriorating stucco. He noted that removal could involve significant expenses, including demolition, roofing repairs, matching roof tiles, and potential permitting requirements. The Board briefly discussed whether the structure could be reduced in size. Mr. Soriano stated that the matter could be evaluated further if deterioration continued.

Mr. Soriano concluded by reviewing the maintenance tracking report, which included updates on HVAC repairs, pool slide equipment, fitness center equipment, and other ongoing projects. He explained that the report distinguished completed projects from those still in progress and allowed staff to maintain detailed records of repairs and vendor activities. He encouraged Board members to review the electronic report before meetings and contact staff with any questions regarding individual projects.

SEVENTH ORDER OF BUSINESS **Audience Comments (Limited to three minutes) / Supervisor Requests**

Ms. Giles stated the next item is item seven, audience comments and supervisors request and asked whether the Chairwoman preferred to hear from the audience or the supervisors first. Chair Nelsen requested audience comments.

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Resident, Mrs. Pirkov returned to the discussion regarding the trespass warning and asked whether the Board intended to wait six months before reconsidering the matter. It was explained that a supervisor had suggested revisiting the discussion in six months; however, this did not guarantee that the Board would take any action at that time. Mrs. Pirkov was advised that the trespass warning issued by the county remained in effect and that the Board was not inclined to request its rescission at the present time.

Mrs. Pirkov also questioned whether District staff and Board members had experience working with individuals from different backgrounds and whether staff received training in this area. A Board member explained that staff training was an operational matter that could be addressed with Mr. Soriano rather than through Board policy. It was further stated that Board members and staff had experience working with individuals from various backgrounds. Mrs. Pirkov expressed concern regarding interactions with community staff and requested that the District consider providing additional training.

Resident, Mr. Pirkov expressed frustration regarding the suggestion to revisit the trespass matter in six months, questioning what additional information or circumstances would change during that period. He stated that he had previously submitted correspondence and supporting documentation to the Board but had received no response from individual supervisors. He questioned why the Board could not reconsider the matter immediately and reiterated his concerns regarding the circumstances surrounding the trespass warning and the procedures followed in issuing it.

Mr. Eckert explained that supervisors were not permitted to deliberate collectively on District matters outside of a publicly noticed Board meeting. It was clarified that individual supervisors could not collaborate through email to develop a collective Board response or position on matters requiring Board consideration. Mr. Pirkov questioned why individual supervisors had not acknowledged his correspondence and expressed concern that the information and evidence he submitted had not been adequately reviewed.

Mr. Pirkov further questioned the documentation supporting the trespass warning, stating that he believed the police report did not adequately identify the conduct that resulted in the warning. He reiterated his concerns regarding the lack of responses to his correspondence and the Board's decision to defer any further consideration of the matter.

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Following the comments, the Board thanked the residents for their participation and concluded the audience comment period. No Board action was taken.

A Supervisor inquired about the status of the proposed library project and whether there had been any updates from the County. Staff indicated that no additional information had been received. It was noted that several counties were delaying projects while evaluating their budgets and priorities, particularly with the upcoming November elections. Staff explained that the library project could potentially be affected by similar considerations but had no specific information regarding its status.

Supervisor Horton questioned the cost of the District's YouTube TV subscription, noting that it appeared to be a significant expense. Mr. Soriano explained that the District had initially received promotional pricing, but the subscription cost had increased following the introductory period. The service was available on televisions located in the fitness centers, pool areas, and clubhouse. Mr. Soriano further explained that the District had previously discontinued music licensing services because residents frequently used their own devices, making the additional licensing expenses unnecessary. Following discussion, Mr. Soriano agreed to review the YouTube TV subscription, including available cancellation options and whether any charges could be refunded. Mr. Soriano also indicated that the service would not be renewed for the following year.

A Supervisor asked Mr. Perry for an update on the District's soccer programs. Mr. Perry reported that the competitive teams had recently completed a series of tournaments and that the homeschool program was performing well, particularly on Friday mornings. He added that the high school soccer season was approaching and that overall participation and programming continued to be successful. The Board discussed the possibility of hosting tournaments at the District's facilities. Mr. Perry explained that tournaments were generally held twice annually, in the fall and spring, with the next anticipated around the end of January. He noted that the organization primarily utilized Veterans Park fields and other locations throughout the area and that no plans had been established to host tournament games at the District's facilities.

Mr. Horton also commented on the District's security monitoring efforts. He stated that he had observed improvements in certain areas, particularly regarding individuals riding bicycles on the grass and remaining in parking areas after hours. Staff explained that individuals engaging in prohibited activities or remaining on the property after hours were being instructed to leave. Mr.

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Horton expressed appreciation for the improvements and acknowledged the efforts being made to address these concerns.

EIGHTH ORDER OF BUSINESS **Next Scheduled Meeting – November 9, 2026 @ 4:00 p.m. at the Plantation Oaks Amenity Center**

Ms. Giles stated item seven on the agenda is our next scheduled meeting. It is November 9, 2026, at 4:00pm here at the same location.

NINTH ORDER OF BUSINESS **Adjournment**

Ms. Giles stated unless there is anything else, I just look for a motion to adjourn.

On MOTION by Mr. Horton, seconded by Ms. Ambrosio, with all in favor, the meeting was adjourned.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
Cindy Nelsen
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Chairman/Vice Chairman