

Willow Creek Community Development District

Agenda

Seat 1: Steve McConn – (C.)	
Seat 4: Casey Dare – (V.C.)	
Seat 2: Chad Harvey – (A.S.)	
Seat 3: Matthew Ramirez – (A.S.)	
Seat 5: Bill Crawford – (A.S.)	

Friday
November 3, 2023
1:00 p.m.

Fairfield Inn & Suites by Marriott Titusville Kennedy Space Center
4735 Helen Hauser Blvd, Titusville, FL 32780
<https://global.gotomeeting.com/join/226271861>
[+1 \(646\) 749-3112](tel:+16467493112); Access Code: 226-271-861

1. Oath for Mr. Matthew Ramirez
2. Roll Call
3. Approval of the Minutes of the August 4, 2023 Meeting
4. Consideration of:
 - A. **Resolution #2024-01** Establishing an Electronic Signature Policy
 - B. **Resolution #2024-02** Adoption of Records Retention Policy
 - C. Second Amendment to District Management Agreement between Willow Creek CDD and Governmental Management Services – South Florida, LLC
 - D. Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023
5. Ratification of LED Lighting Agreements for Verona Street Light Timing with Florida Power & Light Company
6. Landscape Proposals:
 - A. Meadowbrook Acres of South-Central Florida
 - B. BrightView Landscape Services
 - C. Down to Earth Landscape & Irrigation
7. Lake Proposal for Additional Services
 - A. Addendum to Annual Services Contract with Solitude Lake Management
8. Discussion of Meeting Location
9. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager
 - D. Manager
 - 1) Insurance Policy Renewal and Appraisal with Egis Insurance & Risk Advisors
 - 2) Mail Notice to Residents for Wild Hogs

10. Financial Reports
 - A. Approval of Invoices
 - B. Acceptance of Unaudited Financials
11. Supervisors Requests and Audience Comments
12. Adjournment

Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: <http://www.willowcreekcdd.com>