

# Willow Creek

## Community Development District

### Special Meeting Agenda

Seat 1: Steve McConn – (C.)	
Seat 4: Casey Dare – (V.C.)	
Seat 2: Jeff Myers – (A.S.)	
Seat 3: Stephen White – (A.S.)	
Seat 5: Open Seat	

Friday  
August 9, 2024  
1:30 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. Roll Call
2. Organizational Matters
  - A. Consideration of Appointment of Supervisor to Unexpired Term(s) of Office – Seat #5 (11/2024)
  - B. Oath of Office for Newly Appointed Supervisor(s)
  - C. Election of Officer(s)
3. Approval of the Minutes of the June 7, 2024 Meeting
4. Authorization to Open an Account with State Board of Administration
5. Public Hearing to Adopt the Fiscal Year 2025 Budget
  - A. Motion to Open the Public Hearing
  - B. Public Comment and Discussion
  - C. Consideration of **Resolution #2024-05** Annual Appropriation Resolution
  - D. Consideration of **Resolution #2024-06** Levy of Non Ad Valorem Assessments
  - E. Approval of Fiscal Year 2025 Funding Agreement
  - F. Motion to Close the Public Hearing
6. Public Hearing to Adopt the Rules
  - A. Motion to Open the Public Hearing
  - B. Public Comment and Discussion
  - C. Consideration of **Resolution #2024-07** Adopting the Rules
  - D. Approval of Amenity Policies and Rates
  - E. Motion to Close the Public Hearing
7. Consideration of:
  - A. **Resolution #2024-08** Designating Time & Location for Landowner Meeting
  - B. **Resolution #2024-09** General Elections
  - C. **Resolution #2024-10** Electing Sharyn Henning as Assistant Treasurer

8. Ratification of
  - A. Invoice #23285 with Egis Insurance & Risk Advisors
  - B. Agreement No.: 100123191 with Florida Insurance Alliance
  - C. Agreement by and between Willow Creek CDD and CSS Clean Star Services of Central Florida, Inc. for Janitorial Maintenance Services
  - D. Agreement by and between Willow Creek CDD and Loggins Pool Cleaning LLC for Pool Maintenance Services
  - E. Agreement between Willow Creek CDD and Community Association and Lifestyle Management II, LLC, for Amenity Management Services
  - F. Consent to Assignment of Landscape Maintenance Agreement by and between Willow Creek CDD and Meadowbrook Acres of Couth-Central Florida, Inc. to Weber Environmental Services, LLC
  - G. Agreement between Willow Creek CDD (Not including Village C) and Weber Environmental Services, LLC for Landscape Maintenance Services
9. Approval of Alarm Monitoring Agreement with Strada Security
10. Staff Reports
  - A. Attorney – Acquisition of Amenity Facility Improvement and Real Property
  - B. Engineer
  - C. Field Manager – Monthly Report
  - D. Manager
    - 1) Ratification of New Premium to add Amenity Center to Insurance Policy
    - 2) Consideration of Proposed Fiscal Year 2025 Meeting Schedule
    - 3) Discussion of Financial Disclosure Report from the Commission on Ethics and Reminder to File Annual Form
    - 4) Number of Registered Voters in the District – **265**
11. Financial Reports
  - A. Approval of Invoices
  - B. Acceptance of Unaudited Financials
12. Supervisors Requests and Audience Comments
13. 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>***