

**MINUTES OF MEETING
WILLOW CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Willow Creek Community Development District was held on Tuesday, April 14, 2026, at 1:00 p.m. at the Willow Creek Amenity Center, 1756 Pecorino Court, Titusville, Florida

Present and constituting a quorum were:

Steve McConn
Stephen White
Marisela Rivera
Jeff Myers

Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jeremy LeBrun
Nicole Corbin
Krista Vaughn
Rodney Honeycutt
Patrick Collins *by phone*
Mitchell Zwang *by phone*

District Manager
Governmental Management Services
Robertson's Lawns
District Engineer
District Counsel
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order and called the roll. Four Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: All right, that brings us down to our public comment period. We do have a member of the public present. If they wanted to make a comment, we just ask you state your name and address for the record and try to keep it under three minutes. I do not here any comments at this time, so we will move to the next item on the agenda.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January
13, 2026 Meeting**

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Mr. LeBrun: That brings us down to item number three the approval of the minutes of the January 13, 2026 Board of Supervisors meeting.

Mr. White: There's a lot in this that has me when it was actually you asking the questions about the drainage.

Mr. LeBrun: So, drainage questions should be attributed to Steve McConn instead of Stephen White.

Mr. White: A lot of the back and forth, it wasn't me asking.

Mr. LeBrun: Okay, so misidentified, we can change that. We'll go through the drainage conversation. I'll make a note of that so we can get that revised. If there's no other changes, we can just approve those as amended.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Minutes of the January 13, 2026 Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Discussion of Verona Phase 1 Erosion Issues

Mr. LeBrun: That brings us to item number four. This is discussion of the Verona Phase One erosion issues. I believe Rodney's team prepared an assessment that's in your agenda packages. It starts on page 20 of your electronic agendas on your iPads.

Mr. Honeycutt: I'd say a summary of Phase One is it wasn't too bad. There were scalped areas. There are a lot of solid fences in Phase One, so if they happen to have any rear lot that blocks it, except maybe in a couple places, there's an opening under the solid fence. Like I said some of its scalped, some of its minor. You can look at the photos and see. We made recommendations from anything to just monitor because it looked like there might be need to resod and pin this sod to the slope and some things like that. I'll answer any questions anybody has.

Ms. Corbin: And then you're still working on the other areas?

Mr. Honeycutt: So, we were going to do Village D last week, but we didn't get to it for all the terrain. We're going to do it this week and Village B next week. That'll be the toughest one because there's some places, I'm not sure how we'll get to the rear. Phase One, there was access everywhere. Village D, there's one spot that I think we can walk between some houses here. Village B is tougher, but we'll get it in the next couple of weeks.

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Ms. Rivera: On that section of Verdello, are we going to have a standard answer to the people saying that part doesn't belong to the CDD? That buffer from 53 and on.

Ms. Corbin: The area next to her house?

Ms. Rivera: The power lines.

Ms. Corbin: Starting with her house over where we don't maintain that area, we're trying to figure out if we have any responsibility there because they don't have the conservation. It goes straight to a separate owner for the power lines so, we don't know. The plat shows that there's a landscaping buffer, but we don't maintain anything with it. Is it something that we need to take responsibility for or is it something different?

Mr. Honeycutt: In the areas where it's not wetlands and not in a conservation easement to St John's but it is a buffer for the PUD, like 25ft at least, and it's wooded. That probably still belongs KB. Unless it was plat. I'd have to look at the plat.

Ms. Corbin: It just says 20-foot landscape buffer easement per plat book. But it looks like that's still on the resident's property. And then this is the, I have it zoomed in, but this is the one we're talking about.

Mr. Honeycutt: Where is that?

Ms. Corbin: This is Verdello. Remember the one we showed you?

Mr. McConn: What's in the buffer? What's in that 25 feet or whatever, 20 feet?

Ms. Rivera: Most of the homeowners have a fence right there. My neighbor and I would put sod there to hold the soil.

Mr. Honeycutt: So, is that 52 lot yours?

Ms. Rivera: That's mine. Yeah.

Mr. Honeycutt: I know where that is.

Ms. Corbin: Yeah. 52 is hers. 53 is the one that cut down all the trees and all.

Ms. Rivera: But the ones that have fences are starting to...

Mr. McConn: So, when you close, was there sod on that area?

Ms. Rivera: When I closed, they didn't grade all the way down. It was not graded at all. It was missed.

Mr. LeBrun: And the property appraiser shows the owner as JTD Land Holding so the CDD doesn't own it.

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Mr. McConn: No, I don't believe. That buffer is inside the lot. So that's part of the homeowner's lot.

Ms. Corbin: Yeah.

Mr. McConn: So that's not CDD maintained, that's homeowner maintained.

Ms. Corbin: Yeah. I know we don't maintain the landscaping in that area. Her neighbor just mentioned that.

Mr. McConn: No because it's in their lot. It's whatever the homeowner wants to do with that. So that is a condition of zoning. But it's inside the lot. It's not maintained by the CDD. However, they want to manage that.

Ms. Corbin: That's where I was going with it. I just wanted to make sure I was correct and wasn't missing something that we needed to take care of.

Ms. Rivera: Yeah. Because what 53 was trying to say is his slope is too steep and that's why it's eroding but we wanted to know what to tell him, whether or not that's inside his property.

Mr. McConn: Phase One, they're probably outside of their warranty to go in there and do any modifications.

Mr. Myers: Probably by a few years, right?

Ms. Rivera: Yeah, three years.

Mr. McConn: Yeah, Jeff agrees. Jeff will come on a weekend.

Mr. Myers: Definitely not. But he has also completely taken out the grass that was originally installed and put in rocks, put in St. Augustine. Like all of that has been all altered, so it essentially is non warrantable from that point on anyway.

Mr. McConn: I was being sarcastic.

Mr. Myers: I know.

Mr. McConn: It's inside the lot. So that's the homeowner's responsibility to maintain.

Mr. Myers: Then basically at the back of that property line is their lot and then whoever owns...

Ms. Corbin: Yeah, the JT Holdings or whoever that has the power lines.

Mr. Myers: Yeah.

Ms. Corbin: So, the CDD has no ownership in that area.

Ms. Rivera: I'll let him know. The neighbor and the other neighbor.

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Ms. Corbin: Yeah. And then Rodney's going to keep going with the other phases for the erosion and then we'll have a complete report with his suggestions on how to handle it and then go from there as far as getting with Krista.

Mr. McConn: One thing is all these areas, especially on slopes that don't have irrigation, so Bahia at certain times of year is dormant. If you don't have irrigation on Bahia, especially in the wintertime, it goes dormant. So those slopes are never going to be thick and lush lawn. Once this stabilization gets done, this time, because you're going to have to kind of educate these people that this is not going to exist like their lawn does. It's going to decline over time and be thin.

Ms. Corbin: I think the biggest concern for, at least for mine, is the areas where it's seemingly dangerous to have the landscaping back there where lawn mowers are going to tip when they shouldn't be.

Ms. Rivera: Yes, which is what I was saying about that sod, every time they come it erodes even more.

Ms. Corbin: We've been working with taking back weed whackers and stuff as needed to avoid that. But I know on Pecorino at the corner there they said when they bought it, they had a good area, and now it's basically to their fence line going straight down. I know the sod, especially during the winter, is going to decline some but where it seems like the slope has visibly disappeared.

Mr. McConn: Yeah, stuff like that.

Ms. Corbin: Yeah. Those are the ones that my main concerns are.

Mr. McConn: Definitely manage the erosion situation as long as the homeowner's not contributing to the erosion.

Ms. Corbin: Yeah. I think that is all for the update for now.

Mr. Honeycutt: There's no problem, but this is where it was scalped before and that's what we need to resod.

Mr. LeBrun: Did the Board want to wait until all of the areas have been assessed and then come up with the treatment plan?

Mr. McConn: I think we'd be approving the other remedy and the cost of the remedy, right?

Ms. Corbin: Yeah, once he has the full reports done, I'll get with Krista and figure out, based off his suggestions, a proposal and go from there.

Mr. LeBrun: Okay.

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FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2026-04
Relating to the 2026 General Election and
Qualifying Period Procedure**

Mr. LeBrun: That brings us down to item number five. This is consideration of Resolution 2026-04 related to the 2026 general election and qualifying period. Patrick, did you want to just give a summary for this to the Board?

Mr. Collins: Yes. Just real quick, we're continuing to transition to qualify electors, residents of the District coming onto the Board. The seats expiring in 2026 are going to be seat one, which is Supervisor White, and seat two, which is Supervisor Myers. These are both expiring and these do need to be transitioned to residents. The District will publish the required notice and just for the resident's information for anyone who's there, the qualifying period is noon on June 8 through June 12. If you just get in contact with the Brevard County Supervisor of Elections, they will guide you on how to get qualified to be on the general election ballot for the CDD Supervisor election.

Mr. LeBrun: Any questions on that? We just need a motion to approve Resolution 2026-04.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Resolution 2026-04 Relating to the 2026 General Election and Qualifying Period Procedure, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. LeBrun: Now to staff reports. Let's start with District counsel.

Mr. Collins: Just a couple items to note from the state's legislative session. Primarily a slight adjustment to sovereign immunity. Previously claims against the District were limited to \$200,000. That's now been increased to \$350,000. So associated with that, you may be seeing a slight increase to your insurance premiums across your Districts. It's just hard to tell. We don't have enough information to know for certain if that's going to be you all at this point. Our best guess is Districts that own and ensure a lot of property and improvements might see a slight increase. But otherwise, we just don't have enough information yet. So just keep an eye out for that as budgets are being put together. Budget cycle, you might just see a slight increase in your premiums. One other item to make note of, although I don't expect it will impact any Supervisors here, there was a recall process that was passed for CDD Supervisors to be removed from Board by residents of the District. It's a very intensive, expensive process. I don't expect that will be an

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issue for anyone here. This also only applies to residents who are elected to qualified seats, residents who actually live in the District and serve as CDD Supervisor. For those landowner election seats or for Supervisors who are assisting with the developer still, this will not pertain to you, but just something to be aware of going forward. That's about it. There really is nothing new to report, but I'm happy to answer any questions if the Board has any.

Mr. LeBrun: All right, no questions, counsel. Thank you.

B. Engineer

Mr. LeBrun: District engineer, anything to report other than what you already covered?

Mr. Honeycutt: No. I'm good.

Mr. LeBrun: Questions for Rodney? All right.

C. Field Manager's Report

- i. Discussion of Pressure Washing Proposals from Beacon Cleaning**
- ii. Discussion of Landscaping Proposals from Robertson's Lawns, Inc.**
- iii. Discussion of Landscape Maintenance Proposal for Willow Creek Phase 2 from Robertson's Lawns, Inc.**

**Tabled to next meeting.*

iv. Discussion of Proposal for Key Fobs from Strada Services, LLC

Mr. LeBrun: Field manager's report, Nicole.

Ms. Corbin: I'll go through this as quick as I can. For the field, we already went over the erosion stuff. We're working on it. I did get speed limit signs installed in the neighborhood, so now that can be a little better maintained because we had people kind of flying through the main road. The city installed those. I do have multiple residents that have requested dog waste disposal bins along the walking path. What I found online is we can get them for about \$189 each. My thought is we need about six of them. Five for the walking path area, including the new phase, which give us basically one in front of each pond along the walking path, and then one for over by the playground area somewhere at the clubhouse. If we did six of those, that is \$1,213.38. And then the cost to get them installed by the handyman that we use so we can prove that in the next one, if you guys want to. If anyone has any discussion on it.

Mr. McConn: The biggest with those is who's going to maintain them?

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Ms. Corbin: What I told Jeremy when we talked about it is I'm willing to go around every day, every other day, however often, and empty them and then we get weekly trash pickups with the city. I can also talk with our cleaning crew and see if they'd be willing to do it on their way in. But no matter what, worst case, I will do it. I only try to drive around every other day or so, so it's something I'd be willing to do. And then the only ongoing cost with that would be just buying the bags to refill. But it's pretty nominal cost, so. And then we have for field, we have multiple proposals. The first one with Robertson's is going to be the entrance flowers. This is one that we actually were supposed to have at the last meeting. That one is just to plan that we already had to replace things, or put more in, is for everything went to being \$16,400. And that has a list of everything. Krista is here. So, we can, if we want to do certain things, not do other things. If you guys have any questions for her. This is for all of the median area. And then with the freeze, we're having to replace even more than what was originally included. And then kind of taking that opportunity to replace with different plants that give it a better look and fit the area better. And based off Robertson's opinion, if we do everything on that one, that one is \$35,820.32. And again, Krista is willing to kind of answer questions on that. And if we wanted to only do certain things, we can kind of pick and choose. We also did this before things started coming back to life a little better. So, things do look a little better than when she originally drove through it. So, we may not need to do everything, but again, we can pick and choose with that. And then I also have the proposal for the new phase that Krista drove for the replacing the frozen plants or the dead plants from the freeze, and for everything with that one, that's \$5,707.50. I just got this one, so I don't believe it's actually in the field report. And then the other one is two trees being trimmed for the neighborhood. One on Cortese and the other one on Torbato. Both of them are just where the branches are hanging, where they're in danger of falling and going into the property. For both of those, that's \$3,700. And then the last thing for Robertson's is their proposal to take over the maintenance of the new phase. And for that one, that monthly cost would be the \$8,500 and that would be everything included with that for basically the maintenance that they do in this area currently, doing it back there as well. Does anybody have questions on any of that?

Mr. McConn: Has anybody looked at the palms around the amenity?

Ms. Corbin: So, she's working on that one. It got missed with the original one. But she is working on a proposal. She just didn't get a chance to get it done before today with trying to get

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the new phase of freeze plants done. But she is working on getting cost to get those replaced as well.

Mr. McConn: Do all of them need to be replaced or are any of them going to come back?

Ms. Vaughn: There are a few that the crowns are showing some green. That was part of what we were doing. We're kind of just waiting to see what would happen with some of the palms. There are a few where the heads have already completely snapped off. So, there are quite a few that we would recommend just replacing. One of the things with these type of palms, you may not see damage for another six months. Even if it pops green now, it could be rotting on the inside. While we're here with equipment, our recommendation would just be probably to replace all of them. But there might be one or two that could survive.

Mr. McConn: Okay. Do you need action right now?

Ms. Corbin: No, I just wanted any discussion and then I will do the approval within the Willow Creek II. And then I do not have the pond add on for Solitude. They're still working on it. But I've been trying to get it for the last week or so and they're just letting me know they're behind. So as soon as I have that, I will send it over for you guys to consider and if anything, we can approve it and then ratify at the next meeting. But for the vegetation removal, I just received it this morning. So, I have it printed out if anybody wants to look at it. But this is for that pond over on Torbato that we had them come and spray for the cattails and everything, but of course now with spraying it and especially with the freeze, there's a lot of dead vegetation around there which the residents are asking us to get removed and being very persistent on it. So, I had them put together a proposal where they'll come out and flush out all the cattails and dead vegetation 5 to 10 feet out, remove it all off site and then it will all be gone. The total for that is \$8,000. I know last meeting we talked about it and that's when afterwards I had them spray it. But with the freeze and the spraying it, it's just kind of sitting there brown. So, residents have been asking for the removal.

Mr. McConn: Okay.

Ms. Corbin: That is everything for the field area. For the lakes and ponds, it's pretty much normal treatment by Solitude. Hall Fountains is supposed to be out here this week is what I was told to work on repairing that front fountain when they install the new ones. So, I'm hoping that we have that completed after this week and won't have to worry about that anymore. For the clubhouse, I have the proposal for 150 new key fobs for the clubhouse. It's \$350 for the 150. Just with the new closings and everything, I'm trying to make sure we have enough on hand, so I don't

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run out before I'm able to get more in. Other thing is the playground equipment. I still have residents asking for that. I don't know if we have any update on that.

Mr. McConn: No, I'm working on getting the equipment and prices from Playtopia. Sorry.

Ms. Corbin: Okay. And then we have a couple repairs that need to be done on the pool tanks. We're waiting on parts just because they're back ordered. So, working with the health inspector, we're going to keep everything open. It's just as soon as the parts come in, get them replaced, get that work done. We had the signage installed around the clubhouse for like the pool, the pickleball courts, the playground and the pool rules up front. That was all installed. And then residents have asked me for a clock for the gym and the pool area. The one for the gym, I did one with seconds just because that's what they asked just for timing for workouts. And then just a larger one that doesn't have seconds for the pool area so that people can know what time it is. The total for both of them, it was around \$60, just off Amazon for basic ones. And then I had a resident that volunteered and asked me to get approval from you guys to do a, I don't know if you guys know, the free little library things where it's like a book area. They'd like to do it over on Fortis in that little pocket park now that the table bench thing is there. They said they'll cover all the costs and installation. They just wanted to get approval from the CDD that they were allowed to do it. And last thing is the pressure washing. I have two proposals for that. One is for the same thing we did the last time for the clubhouse. Just the basic cleaning, getting everything done. But I'm also adding on with that one in the same price is the retaining walls, the one here and one down there. Total for clubhouse and the retaining walls is \$1,898. And then I had them put together one just for you guys to consider. They have two options for, I don't know if you guys noticed, but up in the front area by the entrance there is some staining from I'm guessing the irrigation. Just where it looks kind of like iron staining. So, two options with that. One is like a complete cleaning where they'll scrub all the area, the whole area up there, that's \$1,250. The other option is just spot treatment of where the stains are, and they'll do that one for \$550. So, I wanted to give options for that. And that is all I have. Unless you guys have questions for me.

D. District Manager's Report

Mr. LeBrun: District manager's report. Nothing of note that hasn't already been covered.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

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Mr. LeBrun: Down to our financial reports. We have the approval of the check register. So, you'll see that check register is on page 68 in the electronic agenda. I just want to note it's from December 1 through February 28. So, several months' worth of check registers being reported. Total there for the check register is \$455,462.14. That's high because we also have the assessments being collected in this and flowing through the District. So, you'll see those numbers reflected. And it also is over three or four months of expenses on there. Behind that you have your line by line register. If there's no questions, we just need a motion to approve the check register.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Check Register, was approved.

B. Balance Sheet and Income Statement

Mr. LeBrun: Behind that you have your unaudited financials through February 28. No action required there by the Board. We're at 96.12% assessments collected, so we're tracking pretty good there.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. LeBrun: If there are no Supervisor requests, we will move to the next item.

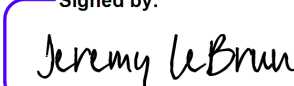
NINTH ORDER OF BUSINESS

Adjournment

Mr. LeBrun: We just need a motion to adjourn.

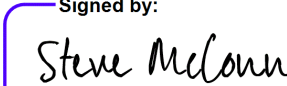
On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor the meeting was adjourned.

Signed by:


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Secretary / Assistant Secretary

Signed by:


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Chairman / Vice Chairman