

**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, May 12, 2026, at 1:04 p.m. at the Willow Creek Amenity Center, 1756 Pecorino Court, Titusville, Florida

Present and constituting a quorum were:

Steve McConn
Stephen White
Jeff Myers

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jeremy LeBrun
Nicole Corbin
Rodney Honeycutt
Lauren Gentry *by phone*
Mitchell Zwang *by phone*

District Manager
Governmental Management Services
District Engineer
District Counsel
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: At this time, I will open the public comment period. If you want to make a comment, we just ask you state your name and address for the record and try to keep it under three minutes.

Resident (Bob Duerr, 8117 Cortese Dr): My comments are about gym equipment repair. I didn't see that on the agenda.

Ms. Corbin: For the leg press? I'm waiting on them to get the part in and then they will be coming to replace it. I just got it reported on Friday, they're waiting on the part to come in.

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Resident (Bob Duerr, 8117 Cortese Dr): Okay, great. I just came out of physical therapy, I'm on knee number four, and I need work.

Ms. Corbin: Yes, I sent this in before that all started.

Resident (Bob Duerr, 8117 Cortese Dr): I mentioned this to Nicole probably about a year or so ago, and I never had a chance to come to a meeting prior to this. I want to suggest something you might want to think about, not necessarily because you can't have citizens on the Board yet but maybe instituting specialized committees to improve your citizen involvement. In my past life I was on several HOAs, Boards, and security committees, and it might be a way to help provide feedback for those of you who are nonresidents if you need something to be specific. Last topic is I know the parking memo came out this week, it was broadcast out, I'm guessing that was probably HOA?

Ms. Corbin: The city maintains the roads. It's all through them. We don't have any rules on it because its city maintained. It's essentially public parking.

Resident (Bob Duerr, 8117 Cortese Dr): Just a thought that in future neighborhoods, you might want to consider some daytime only off-street parking, like you use for a lot of homes now, and dedicate some lots around the neighborhood, which could mitigate people having parties with like five or six people parking and creating hazards in the street. Daytime only so at least you've got an option to get things off the street so that your emergency vehicles can come through. You still have some opportunities yet, maybe not in the built-up phases. I was sort of disappointed to see the old construction trailer lot being used and now built on, that would have been an ideal location at the corner of Ortiz to at least provide that kind of an avenue to solve the emergency access issue. Last topic is on the topic of emergencies, just emergency evacuation. Along the lines of that, when fire equipment, etc., needs to come through, when we are in the midst of a storm situation and a lot of people are on the road getting out, one lane egress is going to be challenging, right? Having 100 families coming out over time is going to be challenging. If you think about opening up like the state and county does on bridges, open up both sides of a bridge, that doesn't pull an emergency situation with an ambulance coming in the other direction. I don't know if we've established a policy for people then driving up on the grass in order to create a second lane, sort of like many times we would drive on the berm of a highway to create that shoulder lane kind of thing, something I would suggest that or consider as a policy before it becomes a requirement as we approach storm system. You can do it as a policy for now and evolve it as time goes on.

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THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 14, 2026 Meeting

Mr. LeBrun: Item three is approval of the minutes of the April 14, 2026, Board of Supervisors meeting. If there's no questions or comments or revisions, is there a motion to approve those?

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Minutes of the April 14, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2026-05
Approving the Proposed Fiscal Year 2027
Budget and Setting a Public Hearing**

Mr. LeBrun: Next we have the consideration of Resolution 2026-05. This is approving the proposed Fiscal Year 2027 budget and setting a public hearing. Similar to previous years, the Board adopts a proposed budget and then sets a hearing for your August meeting to adopt the budget. This proposed budget basically just sets the high-water mark. After this point, you can't raise the assessment or raise the budget. You can always lower and change things around, move line items all the way up through that August hearing. The budget starts on page 21 of your PDFs. Pretty similar structure to the previous year with the cost share agreement between the two Districts based on those unit counts. The general fund starts on page 23. There you'll see your administrative expenses are listed out there for the Board. Next you have your operations and maintenance. County uses past trends and year to date actuals to forecast what to expect for the next budget year. This budget currently contemplates no assessment increase for Willow Creek; it keeps those assessments level because they are at that current build out amount that was previously established. I just want to make sure to point that out. That's how it's currently structured. Happy to take any specific questions on it or if the Board wants to discuss. This is just a proposed budget and then setting that public hearing for your August meeting. This Fiscal Year 2026 ends September 30, 2026 and then October 1, 2026 through September 30, 2027, so we're forecasting roughly 18 months.

Mr. McConn: As far as like our projections and how we're operating on our 2026 budget, do we think we're going to end the year on budget?

Mr. LeBrun: Yes, we're trending well. We don't know what will happen in the next several months, but we took into account any information we got on what maintenance areas are expected

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to come online in Fiscal Year 2027, those were included. The platting schedule, I think we got that from you guys. That's all accounted for and included in this budget. We've set that hearing for your August date, so we'll advertise that first date per statute, and then we will plan on that.

Ms. Gentry: Jeremy, just to clarify for the record, that would be Resolution 2026-05 option 1, that was for no increase.

Mr. Lebrun: Yes, there's no increase on it.

On MOTION by Mr. McConn, seconded by Mr. White, with all in favor, Resolution 2026-05 Approving the Proposed Fiscal Year 2027 Budget (Option 1 – No Increase) and Setting a Public Hearing, were approved as amended.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. LeBrun: Lauren, do you have anything to report for the Board?

Ms. Gentry: No updates, but we are here for any questions, or if there's anything you'd like us to take back to Patrick, just let me know.

B. Engineer

Mr. Honeycutt: We completed the field work for the analysis, kind of the back slope of the lots and there's a draft report on my desk. I'll get it out tomorrow.

Mr. LeBrun: Would that be all that's finished?

Mr. Honeycutt: That's Village D. So, we still lack Village B

Mr. LeBrun: So, the one from last month?

Mr. Honeycutt: That was finished.

Ms. Corbin: Yeah, so there'll be three pulls.

Mr. LeBrun: I think the plan is once we have all the reports is to get that repair plan put together.

Ms. Corbin: I'll meet with Krista and Rodney most likely and figure out exactly what we're going to do for each thing and try to get a pricing idea together.

C. Field Manager's Report

- i. Discussion of Landscape Maintenance Agreement with Robertson's Lawns**
- ii. Discussion of Tree Replacement Proposals from Robertson's Lawns**

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iii. Discussion of Clubhouse Mulch Installation Proposal from Robertson's Lawns

Ms. Corbin: I'll keep it short and sweet since we just met last month. The front entrance lights that weren't working were fixed by Strada. There's a new GFI that needed to be installed. I have four proposals. One is to replace the palm trees around the clubhouse. For all of them to be replaced, including them bringing in the refresher offer around the palms and having to get out onto the pavers and be careful with the equipment there. Everything included is \$9,873.29. Then we have one along the ponds, the tree that is dead there, replacing that for \$894. Then mulch around the clubhouse and the amenities which we do when we do everything else. We're just waiting for the irrigation to get figured out so nothing dies. The mulch around here is \$4,875. That's all the proposals I have, and we'll go through approving those in Willow Creek II as well. We had the front fountain replaced by Hall Fountains after the last meeting. Solitude has been treating the ponds, and we added on the new ponds and the new phase that are up to where they can access them. Those have been added on to service as well now. For the clubhouse, we are still distributing key fobs, and we ordered the new ones, we are just waiting for those to come in. Steve and I have already talked about the playground equipment. Unless you have anything, I know we just talked yesterday about it

Mr. White: There is an order, they said they're going send them but have executed work agreements and then I have to find the two inches and receptacles.

Ms. Corbin: For the pool tank repairs that we're getting done, they were supposed to be here today but with the storms he is now scheduled for Thursday when it's supposed to be better weather and that will all be done. I said the air conditioning was replaced on Friday, which was scheduled. Obviously, it is not. We are still working on that, trying to get it done. As soon as I get an update, hopefully we'll get it done soon. We did the pressure washing for the clubhouse and the retaining walls in the front entrance area, that was completed about a week after the last meeting. That is all I have.

Mr. LeBrun: We talked last month about potentially having Robertson's print up Willow Creek I and II separate.

Ms. Corbin: Sorry, I forgot to print that one. I do have it and it should be in the agenda as well. Last month we talked about splitting Willow I and Willow II for Robertson's service just to do the pricing split up for billing. The new total amount with what we were doing last month was still \$24,500. The way they split it is Willow I will be responsible for \$13,500 and that will cover

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all of the Willow I area and then Willow II will cover the clubhouse area and then the new phase area and that one monthly will be \$11,000. It's the same total just split up a little differently and same coverage on everything.

Mr. LeBrun: Lauren, I think Patrick mentioned once we get those full proposals presented, bring those back and do an amendment to the agreements. I believe that was his plan once we had both proposals.

Ms. Gentry: Right, once we have the pricing for the Board to approve, if the Board does want to proceed with splitting this into a separate contract for District one and a separate contract for District two, what we would need is direction to send the letter that's required under the interlocal agreement to just split those two things up and then approval of the proposal so that we could get a separate agreement in place. Are we planning to do that next month?

Mr. LeBrun: Yeah, we'll be meeting next month most likely. We can bring that back in June because right now they're just doing a per cut billing, so we're okay for now.

Ms. Gentry: Sounds good. I'll make a note.

Mr. McConn: Where are they at with the freeze damage replacement?

Ms. Corbin: She's hoping to get it done soon. We're also kind of waiting because they've had a ton of irrigation issues and she doesn't want to put everything in and then not be able to get the irrigation going on it and it all die. So, she's trying to get that figured out hopefully soon.

Mr. McConn: What are the irrigation issues?

Ms. Corbin: The pump isn't running across from the clubhouse and so the sprinklers and everything aren't running when they're supposed to. She's had people out here a good amount of times trying to get it figured out. I had them on the phone with Rain Bird, who the pump is through and trying to get it figured out. She wants to make sure that when they install everything, since it's such a big project, that it has the proper irrigation. Good thing is we're entering the wet season, so hopefully that will also help with it, but she doesn't want to put everything in just to have it die off.

Mr. McConn: The only thing that wasn't included in those proposals, which she's going to be sending you, is an updated new proposal for those three trees right at the front. She said those are not coming back. I think she wants to replace them with a different type of tree that does better with cooler weather those are the only three that are out here in the entire neighborhood so she's going to send you a proposal for that.

Ms. Corbin: Perfect I will text her after the meeting and check on that as well.

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D. District Manager's Report**i. Presentation of Number of Registered Voters – 379**

Mr. LeBrun: I just have one item under here. This is the number of registered voters. Each year we are required to announce the number of registered voters within the District. This comes from the Supervisor of Elections. There are 379 registered voters as of April 15, 2026.

SIXTH ORDER OF BUSINESS**Financial Reports****A. Approval of Check Register**

Mr. LeBrun: We have the approval of the check register. This starts on page 49 of your agendas. We have checks 780 through 781 for \$4,700.19. Then we have our ACHs, which is 80020 through 80021. Total there is \$5,865.93. Your total check register is \$10,566.12. Behind that you have your line-by-line 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 March 31, 2026. No action required there by the Board. They are just there for your review.

SEVENTH ORDER OF BUSINESS**Supervisor's Requests**

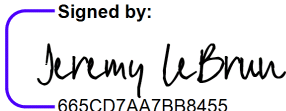
Mr. LeBrun: If there are no Supervisor requests, we will move to the next item.

EIGHTH 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.

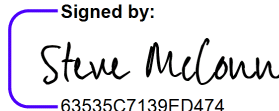
Signed by:



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Secretary /Assistant Secretary

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Chairman / Vice Chairman