

Willow Creek II
Community Development District

Approved Proposed Budget
FY 2025/2026



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Willow Creek II
Community Development District
Approved Proposed Budget
General Fund

Description	Approved Proposed Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Approved Proposed Budget FY2026
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REVENUES:

Special Assessments - On Roll	\$ -	\$ -	\$ -	\$ -	\$ -
Developer Contribution	586,594	87,192	245,681	332,873	825,692
Interlocal-Governmental Revenue**	113,241	-	68,788	68,788	139,084

TOTAL REVENUES	\$ 699,834	\$ 87,192	\$ 314,469	\$ 401,661	\$ 964,776
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EXPENDITURES:

Administrative

Engineering	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
Attorney	20,000	16,897	20,000	36,897	40,000
Annual Audit	4,900	-	4,900	4,900	4,900
Assessment Administration	2,500	-	-	-	2,500
Arbitrage Rebate	-	-	-	-	550
Dissemination Agent	2,500	-	-	-	2,500
Trustee Fees	-	-	-	-	4,000
Management Fees	36,000	7,742	24,000	31,742	36,000
Property Appraiser	150	-	100	100	150
Information Technology	1,000	215	215	430	1,000
Website Maintenance	2,000	430	430	860	2,000
Postage & Delivery	800	3	10	13	800
Insurance General Liability	5,000	-	5,000	5,000	8,879
Printing & Binding	500	8	50	58	500
Legal Advertising	15,000	11,184	2,000	13,184	5,000
Other Current Charges	1,000	73	500	573	1,000
Office Supplies	100	-	50	50	100
Dues, Licenses & Subscriptions	175	-	175	175	175
Fist Quarter Operating Capital	-	-	-	-	253,060

TOTAL ADMINISTRATIVE	\$ 111,625	\$ 36,551	\$ 77,430	\$ 113,981	\$ 383,114
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Operations & Maintenance

Field Expenditures

Field Management	\$ 13,000	\$ 1,101	\$ 6,609	\$ 7,710	\$ 13,212
Utilities - Irrigation	4,800	-	-	-	4,800
Landscape Maintenance	110,000	12,383	74,298	86,681	148,596
Mulch	40,000	-	-	-	45,000
Pest Control	1,000	-	-	-	1,000
Lake Maintenance	22,200	1,335	8,010	9,345	16,020
Wetlands/Preserves	5,000	-	-	-	5,000
Pressure Washing	5,000	-	5,000	5,000	5,000
Contingency	10,000	-	-	-	10,000

TOTAL FIELD EXPENDITURES	\$ 211,000	\$ 14,819	\$ 93,917	\$ 108,736	\$ 248,628
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Willow Creek II
Community Development District
Approved Proposed Budget
General Fund

Description	Approved Proposed Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Approved Proposed Budget FY2026
<u>Amenity *</u>					
Management Fees	\$ 82,211	\$ 6,851	\$ 41,106	\$ 47,956	\$ 82,200
Access Control	2,867	-	602	602	2,867
Alarm Monitoring	1,638	-	595	595	1,020
Pool Monitoring	1,000	-	595	595	1,020
Utility - Electric	27,847	1,823	9,000	10,823	22,800
Utility - Water & Sewer	20,066	-	2,100	2,100	7,200
Cable/Internet Services	3,686	-	1,297	1,297	2,220
Telephone	3,522	-	-	-	-
Property Insurance	19,636	-	19,636	19,636	14,861
Landscape Maintenance	26,823	1,305	7,830	9,135	15,660
Landscape Replacement	4,095	-	-	-	4,095
Pest Control	819	-	390	390	780
Pool & Spa Maintenance	34,399	2,000	12,000	14,000	24,000
Repairs and Maintenance	10,000	-	10,000	10,000	29,485
Janitorial Maintenance	45,000	2,450	14,100	16,550	28,200
Janitorial Supplies	2,252	-	1,314	1,314	2,252
Office Equipment Maintenance	2,662	-	1,553	1,553	2,662
Office Supplies/Clubhouse Supplies	4,000	-	2,333	2,333	4,000
Air Conditioning Maintenance	2,300	-	1,342	1,342	2,300
Fitness Equipment Lease	16,411	-	9,573	9,573	16,411
Fitness Equipment Maintenance	6,150	-	3,106	3,106	5,324
Window Cleaning/Pressure Cleaning	5,325	-	-	-	5,325
Porter Service	4,400	-	2,567	2,567	4,400
Trash Collection	800	-	467	467	800
Special Events	10,000	-	10,000	10,000	18,682
Holiday Lighting	17,300	-	13,010	13,010	13,010
Contingency	10,000	-	-	-	9,460
Capital Reserve	12,000	-	-	-	12,000
TOTAL AMENITY *	\$ 377,209	\$ 9,979	\$ 164,514	\$ 178,943	\$ 333,034
TOTAL EXPENDITURES	\$ 699,834	\$ 61,349	\$ 335,861	\$ 401,660	\$ 964,776
EXCESS REVENUES (EXPENDITURES	\$ -	\$ 25,843	\$ (21,392)	\$ -	\$ -

*Amenity as transferred in February from Willow Creek CDD.

** Interlocal-Governmental Expense will be prorated from March 2025.

Developer Contribution	
Net Assessments	\$ 825,692
Collection Fees & Discounts (6%)	52,704
Gross Assessments	\$ 878,396
No. of Units	976
Per Unit Assessments (Net)	\$ 846
Per Unit Assessments (Gross/tax bill)	\$ 900

Willow Creek II
Community Development District
Proposed Budget
Exhibit A - Shared costs

Description	Proposed Budget FY 2025 23.91%	Willow Creek II CDD	Proposed Budget FY 2026 23.91%	Willow Creek II CDD	Estimated Budget at Buildout
Special Assessments - On Roll	\$ -	\$ -	\$ -	\$ -	\$ 274,104
Special Assessments - Direct	-	-	-	-	-
Developer Contribution	-	-	-	-	765,175
Interlocal-Governmental Revenue	-	68,788	-	139,084	-
Carry Forward Surplus	-	-	-	-	-
TOTAL REVENUES	\$ -	\$ 68,788	\$ -	\$ 139,084	\$ 1,039,279
<u>Administrative</u>					
Supervisor Fees	\$ -		\$ -	\$ -	\$ -
FICA Taxes	-		-	-	-
Engineering	-		-	-	10,000
Attorney	-		-	-	30,000
Annual Audit	-		-	-	4,900
Assessment Administration	-		-	-	2,000
Arbitrage Rebate	-		-	-	550
Dissemination Agent	-		-	-	2,675
Trustee Fees	-		-	-	5,000
Management Fees	-		-	-	38,934
Property Appraiser	-		-	-	150
Information Technology	-		-	-	1,000
Website Maintenance	-		-	-	1,605
Postage & Delivery	-		-	-	1,200
Insurance General Liability	-		-	-	7,575
Printing & Binding	-		-	-	500
Legal Advertising	-		-	-	1,000
Other Current Charges	-		-	-	1,220
Office Supplies	-		-	-	100
Dues, Licenses & Subscriptions	-		-	-	175
TOTAL ADMINISTRATIVE	\$ -		\$ -	\$ -	\$ 108,584
<u>Operations & Maintenance</u>					
<u>Field Expenditures</u>					
Field Management	\$ 1,843	\$ 7,707	\$ 3,159	\$ 13,212	\$ 27,682
Utilities - Electric	-	-	-	-	4,800
Utilities - Streetlights	-	-	-	-	80,000
Utilities - Water & Sewer	-	-	-	-	1,200
Irrigation Maintenance	-	-	1,148	4,800	4,800
Landscape Maintenance	20,727	86,681	35,531	148,596	180,000
Mulch	-	-	10,760	45,000	-
Pest Control	-	-	239	1,000	1,000
Lake Maintenance	2,235	9,345	3,831	16,020	22,000
Wetlands/Preserves	-	-	1,196	5,000	30,000
Pressure Washing	1,196	5,000	1,196	5,000	10,000
Contingency	-	-	2,391	10,000	105,000
TOTAL FIELD EXPENDITURES	\$ 26,000	\$ 108,733	\$ 59,451	\$ 248,628	\$ 466,482

Willow Creek II
Community Development District
Proposed Budget
Exhibit A - Shared costs

Description	Proposed Budget	Willow Creek II CDD	Proposed Budget	Willow Creek II CDD	Estimated Budget at Buildout
	FY 2025 23.91%		FY 2026 23.91%		
<u>Amenity</u>					
Management Fees	\$ 11,467	\$ 47,956	\$ 19,655	\$ 82,200	\$ 100,000
Access Control	144	602	686	2,867	2,867
Alarm Monitoring	142	595	244	1,020	1,638
Pool Monitoring	142	595	244	1,020	12,831
Utility - Electric	2,588	10,823	5,452	22,800	27,847
Utility - Water & Sewer	502	2,100	1,722	7,200	20,066
Cable/Internet Services	310	1,297	531	2,220	3,686
Telephone	-	-	-	-	3,522
Property Insurance	4,695	19,636	3,553	14,861	19,636
Landscape Maintenance	2,184	9,135	3,745	15,660	26,823
Landscape Replacement	-	-	979	4,095	4,095
Pest Control	93	390	187	780	819
Pool & Spa Maintenance	3,348	14,000	5,739	24,000	34,399
Repairs and Maintenance	2,391	10,000	7,050	29,485	29,485
Janitorial Maintenance	3,957	16,550	6,743	28,200	50,000
Janitorial Supplies	314	1,314	538	2,252	2,252
Office Equipment Maintenance	371	1,553	637	2,662	2,662
Office Supplies/Clubhouse Supplies	558	2,333	956	4,000	6,962
Air Conditioning Maintenance	321	1,342	550	2,300	2,293
Fitness Equipment Lease	2,289	9,573	3,924	16,411	6,143
Fitness Equipment Maintenance	743	3,106	1,273	5,324	5,324
Window Cleaning/Pressure Cleaning	-	-	1,273	5,325	4,423
Porter Service	614	2,567	1,052	4,400	819
Trash Collection	112	467	191	800	12,285
Special Events	2,391	10,000	4,467	18,682	18,682
Holiday Lighting	3,111	13,010	3,111	13,010	40,000
Contingency	-	-	2,262	9,460	12,655
Capital Reserve	-	-	2,869	12,000	12,000
TOTAL AMENITY	\$ 42,788	\$ 178,943	\$ 79,633	\$ 333,034	\$ 464,214
TOTAL EXPENDITURES	\$ 68,788	\$ 287,676	\$ 139,084	\$ 581,662	\$ 1,039,279

Willow Creek II
Community Development District
Budget Narrative
FY 2025/2026

REVENUES

Developer Contribution

The District entered into a funding agreement with the developer to fund all general operating expenditures for the Fiscal Year

Interlocal-Governmental Revenue

Interlocal agreement with Willow Creek CDD to reimburse for the Amenity shared cost

Expenditures - Administrative

Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Trustee Fees

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-North Florida, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Property Appraiser

The Brevard County Board of Commissioners provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Board of Commissioners for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budget for Board of Commissioners costs was based on a unit price per parcel.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by GMS-NF, LLC.

Website Maintenance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-NF, LLC and updated monthly.

Postage and Delivery

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Willow Creek II
Community Development District
Budget Narrative
FY 2025/2026

Expenditures - Administrative (continued)

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of

Other Current Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

First Quarter Operating Capital

To pay invoices for the 1st quarter of the Fiscal Year.

Expenditures - Field

Field Management

The District has contract GMS-NF, LLC, to manage and operate the district.

Description	Vendor	monthly	Total
Field operations	GMSNF, LLC	\$1,101	\$13,212

Landscape Maintenance

The district has contract with Weber Environmental Services for a monthly fee of \$12,383.

Description	Vendor	monthly	Total
Lawn Maintenance service (40)	Weber Environmental	\$7,755	\$93,055
Shrub Pruning (12)	Weber Environmental	3,315	39,784
Horticultural Service (4)	Weber Environmental	612	7,338
Irrigation inspection (12)	Weber Environmental	702	8,419
Total		\$12,383	\$148,596

Mulch

The district has contract with Weber Landscaping to maintain the mulch through out the district.

Pest Control

Cost for pest control throughout the district's common area.

Lake Maintenance

The district has a proposal with Solitude Lake Management for maintenance of algae, border grass and invasive exotic plant control for 2 lakes.

Description	Vendor	monthly	Total
Lake Management	Solitude Lake Mgmt.	\$1,335	\$16,020

Wetlands/Preserves

Cost for wetlands/preserves maintenance.

Pressure Washing

Cost to pressure wash district's common area infrastructure.

Contingency

Any other miscellaneous expenses that are incurred during the year.

Willow Creek II

Community Development District

Budget Narrative

FY 2025/2026

Expenditures – Amenity

Management Fees

The District contracted CALM II to manage the Amenity for 32 hours per week.

Description	Vendor	monthly	Total
Amenity Mgmt.	CALM II	\$6,850	\$82,200

Access Control

The District contracted with Strada Security to monitor the Amenity.

Description	Vendor	monthly	Total
Security System Monitoring at Amenity Center	Strada Security	\$86	\$1,032
Contingency	Strada Security		\$1,835
Total		\$86	\$2,867

Alarm Monitoring

Cost for fire alarm monitoring.

Utilities - Electric

FPL electric meters for the Clubhouse and pool.

Location	Vendor	monthly	Total
1756 Pecorino Ct Clubhouse	FPL	\$600	\$7,200
1756 Pecorino CT Pool	FPL	\$1,300	\$15,600
Total		\$1,900	\$22,800

Utilities - Water and Sewer

Cost for water and sewer at the Clubhouse.

Location	Vendor	monthly	Total
1756 Pecorino Ct	City of Titusville	\$600	\$7,200

Cable/Internet Service

Cost for cable/TV and internet service at the Clubhouse.

Location	Vendor	monthly	Total
1756 Pecorino Ct	Spectrum	\$185	\$2,220

Property Insurance

The District's Property Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies

Landscape Maintenance

The District contracted Weber Environmental Service to maintain the lawn through the amenity area.

Description	Vendor	monthly	Total
Lawn Maintenance service (40)	Weber Environmental	\$711	\$8,527
Shrub Pruning (12)	Weber Environmental	371	4,451
Horticultural Service (4)	Weber Environmental	133	1,593
Irrigation inspection (12)	Weber Environmental	91	1,089
Total		\$1,305	\$15,660

Landscape Replacement

The District contracted Weber Environmental Service replace seasonal flowers, mulch, and trees

Pest Control

The District contracted Massey Services for pest control around the clubhouse.

Description	Vendor	Quarterly	Total
Pest control	Massey Services	\$195	\$780

Willow Creek II
Community Development District
Budget Narrative
FY 2025/2026

Expenditures – Amenity (continued)

Pool & Spa Maintenance

The District contracted with Loggins Pools LLC to maintain the pool 3 times weekly to vacuuming, scrubbing walls, scrubbing tiles, netting debris, emptying skimmer and baskets and cleaning filters.

Description	Vendor	monthly	Total
Pool service	Loggins Pools LLC	\$2,000	\$24,000

Repairs and Maintenance

Cost for general repairs and maintenance of the clubhouse.

Janitorial Maintenance

The District contracted Clean Star Services of Central Florida Inc to clean the Kich, bar area, Gym, drinking fountains, exterior patio, exterior pool area.

Description	Vendor	monthly	Total
Cleaning service 3 times a week	CSS	\$2,300	\$27,600
Trash collection twice a week	CSS	\$50	\$600
Total		<u>\$2,350</u>	<u>\$28,200</u>

Janitorial Supplies

Cost for cleaning supplies.

Office Equipment Maintenance

Cost for office equipment maintenance.

Office/Clubhouse Supplies

Cost for office/clubhouse supplies.

Air Conditioning Maintenance

Cost for the clubhouse A/C unit.

Fitness Equipment Lease

Cost to lease fitness equipment.

Fitness Equipment Maintenance

Cost for equipment maintenance.

Window Cleaning/Pressure Cleaning

Cost to cleaning and pressure wash windows and clubhouse infrastructure.

Porter Service

Cost for repairing, cleaning, hand cleaning trash, and litter, disinfecting areas when needed.

Trash Collection

The District will contract with a waste management company to collect the trash at clubhouse.

Special Events

Cost for special events

Holiday Lighting

Cost for Holiday Lighting at Clubhouse.

Contingency

Any other miscellaneous expenses that are incurred during the year.

Capital Reserves

Capital Reserve for future projects.