

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

The regular meeting of the Board of Supervisors of the Willow Creek II Community Development District was held on Tuesday, August 12, 2025 at 1:30 p.m. at the Willow Creek Amenity Center, 1756 Pecorino Court, Titusville, Florida.

Present and constituting a quorum were:

Steve McConn	Chairman
Stephen White	Assistant Secretary
Jeff Myers	Assistant Secretary
Paul Thomas	Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager
Nicole Corbin	Governmental Management Services
Rodney Honeycutt	District Engineer
Patrick Collins	District Counsel (by phone)
Lauren Gentry	District Counsel (by phone)
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: Next is public comment, any members of the public wish to make any comments? Hearing none we can move on.

THIRD ORDER OF BUSINESS

Organizational Matters

- A. Consideration of Resolution 2025-36 Appointing District Manager**
- B. Consideration of Resolution 2025-37 Re-Designating Primary Administrative Office, Principal Headquarters and District Records Office**
- C. Consideration of Resolution 2025-38 Re-Designating Registered Agent and Office**
- D. Consideration of Resolution 2025-39 Removing and Appointing Officers**

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Mr. LeBrun: Next we have organizational matters. Patrick do you want to go through items 3A through 3D for the Board real quick?

Mr. Collins: Sure thing, so these are going to be the same resolutions that the Board just approved for Willow Creek I. These are just District manager transition resolutions, these are just mirrored for Willow Creek II now. Again, resolution 2025-36 is just formally appointing the District manager, GMS, Central Florida, and resolution 2025-37 is re-designating the District office, the principal headquarters and the District records office to GMS', Central Florida, Orlando location. Resolution 2025-38 re-designates the registered agent and office of the District to GMS, Central Florida, and resolution 2025-39 removes the GMS, South Florida officers, and adds GMS, Central Florida officers.

Mr. LeBrun: Thank you Patrick. Any questions on any of those?

Mr. McConn: No.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting Resolution 2025-36 through Resolution 2025-39 listed above were approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 13, 2025 Meeting

Mr. LeBrun: That brings us to item No. 4, which is the approval of the minutes of the May 13, 2025 meeting. I'm happy to take any corrections, and if not, I just need a motion to approve those minutes.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, the Minutes of the May 13, 2025 Meeting were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

Mr. LeBrun: Next we have item No. 5, which are our public hearings. We have several items in these public hearings, I just need a motion to open the public hearing.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, opening the Public Hearing was approved.

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Mr. LeBrun: Alright, the public hearing is open, and we'll go to members of public to see if they have any comments. Hearing none, we'll bring it back to the Board.

A. Public Hearing on the Adoption of the Fiscal Year 2025 Budget

Mr. LeBrun: So, item No. 5A is a public hearing. It's the adoption of the fiscal year 2025 budget, so this one we're actually adopting the 2025 and 2026 budgets concurrently, just because of how the timing of how the District was set up. So, you'll see the budget there on your iPads and that starts on page 52. Like I said, similar to the previous one the Board has viewed prior, you'll see that listed there. I can take any questions on it, and if not, we just need a motion to approve that fiscal year 2025 budget.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the Fiscal Year 2025 Budget was approved.

B. Public Hearing on the Adoption of the Fiscal Year 2026 Budget

i. Consideration of Resolution 2025-40 Adopting the Fiscal Year 2025 and Fiscal Year 2026 Budget and relating to the Annual Appropriations

Mr. LeBrun: Alright, so item No. 5B is the adoption of the fiscal year 2026 budget, and once again we'll go to any members of the public for any comments. Not hearing any comments from the public, so we'll bring it back to the Board. So, under item 5B you have consideration of resolution 2025-40 adopting the fiscal year 2025 and fiscal year 2026 budget relating to the annual appropriations. This is the same as before, you can see that listed there, not much change, updated with your actuals. I'd be happy to take any questions on it, if not, I just need a motion to approve that resolution.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, Resolution 2025-40 adopting the Fiscal Year 2025 and Fiscal Year 2026 Budget and relating to the annual appropriations was approved.

ii. Consideration of Fiscal Year 2025 and Fiscal Year 2026 Developer Funding Agreement

Mr. LeBrun: The last one is consideration of fiscal year 2025 and fiscal year 2026 developer funding agreement, and since there is some developer funding contemplated, this is just a funding agreement with the developer for those funds.

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On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the Fiscal Year 2025 and Fiscal Year 2026 Developer Funding Agreement was approved.

Mr. LeBrun: I just need a motion to close the public hearing.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, closing the Public Hearing was approved.

SIXTH ORDER OF BUSINESS

District Goals and Objectives

A. Adoption of Fiscal Year 2025 Goals and Objectives

Mr. LeBrun: Alright, next we have item No. 6. This is our adoption of the fiscal year 2025 goals and objectives. As I said previously, CDDs are required to adopt these annual goals and objectives, and they're there in front of you and staff is recommending you adopt these goals and objectives, they align with the State Statute, and they meet the requirements of the law.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the Fiscal Year 2025 Goals and Objectives was approved.

B. Adoption of Fiscal Year 2026 Goals and Objectives

Mr. LeBrun: Then similar, for our upcoming fiscal year 2026 you'll see those same goals there, update for fiscal year 2026. Once again, just recommending the Board to adopt those.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the Fiscal Year 2026 Goals and Objectives was approved.

Mr. LeBrun: And once this current fiscal year ends, we'll get those goals signed off on and we'll put those on our website.

SEVENTH ORDER OF BUSINESS

Ratification of Acquisition of Verona Village C Phase 1 – Roads, Sewer, and Stormwater Improvements

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EIGHTH ORDER OF BUSINESS

Ratification of Acquisition of Verona Village C Phase 1 – Potable Water Improvements

Mr. LeBrun: Next we have some ratification items. Item No. 7 is ratification of acquisition of Verona Village C, phase 1, roads, sewer, and stormwater improvements. Patrick or Lauren, do you want to review this with the Board?

Mr. Collins: Sure thing, I can take that. I believe the Board had previously seen and approved these documents already. The District had completed the acquisition which was paid for Verona Village C phase 1, potable water improvements, as well as the Village C, phase 1 roads, sewer and stormwater improvements. Those were executed and delivered to the city, so the city has taken over those improvements that they are going to be keeping, so this is just for ratification of those documents, as well as the acquisition agreement between the District and KB Home Orlando LLC.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, ratifying the Acquisition of Verona Village C, Phase 1, roads, sewer and stormwater improvements and also ratifying the potable water improvements was approved.

NINTH ORDER OF BUSINESS

Ratification of Acquisition Agreement with KB Home Orlando LLC

Mr. LeBrun: Item No. 9 is ratification of acquisition agreement with KB Home Orlando, LLC. Patrick did you want to review that one real quick as well, or do you need a separate approval for that one?

Mr. Collins: No, I'm sorry I thought we included that in No. 8 as well.

Mr. LeBrun: Ok, well this is No. 9, the actual acquisition agreement, do you need a separate approval for that or are you ok with the Board's actions prior?

Mr. Collins: I apologize, yes, if we could get a separate approval for that, that would be helpful.

Mr. LeBrun: Alright, so if there are no questions for that, I just need a motion to approve the acquisition agreement.

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On MOTION by Mr. McConn seconded by Mr. White with all in favor, ratifying the Acquisition Agreement with KB Home Orlando LLC was approved.

TENTH ORDER OF BUSINESS

Appointment of Audit Committee and Chairman

Mr. LeBrun: That brings us to item No. 10, which is the appointment of the audit committee and chairman. So, after this meeting there will be a meeting of the audit committee, so the Board just needs to appoint the audit committee and a chairman. We recommend the Board appoint themselves as the audit committee and then the chairman also serves as the chairman of the audit committee, so if that’s ok, we just need a motion to approve that.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, appointing the entire Board of Supervisors to serve as the Audit Committee and appointing the chairman, to serve as the chairman for the Audit Committee was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

Mr. LeBrun: That brings us to staff report, starting with District Counsel, Patrick.

A. Attorney

Mr. Collins: Sure, it’s the same update from the Willow Creek I meeting, just a reminder to complete your Form 1s, or to confirm those have already been submitted, and also a reminder to complete your ethics training by December 31st. Also, I just wanted to report that we had a successful bond validation hearing last month, we are just waiting for the expiration of the 30-day appeal period which is due to expire this month on the 23rd.

Mr. LeBrun: Any questions for counsel?

B. Engineer

Mr. LeBrun: That brings us down to District engineer.

Mr. Honeycutt: I don’t have anything to report, unless anybody has any questions.

C. Field Manager’s Report

i. Consideration of Proposals for Pressure Washing

- 1. Beacon Cleaning**
- 2. Cape Coast Pressure Cleaning**
- 3. Kenneth Horn’s Roof Cleaning & Pressure Cleaning Services**

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ii. Consideration of Proposal for Fountain Replacement from Solitude Lake Management

iii. Consideration of Proposal for Tree Trimming From Weber Environmental Services

Mr. LeBrun: Moving down to our field manager, we previously went through these items at the Willow Creek I meeting, so I guess if there's anything to add or if the Board wants to discuss these, or do you just want to go through them?

Ms. Corbin: Yes, this is the same thing we just went over, so we're just doing an approval of the proposals. Actually, the first one is going to be the trimming of the tree back on Cortez, that is \$1,680, if you guys are good with that. Weber can be out here either late this week or early next week to do that.

Mr. McConn: Is that the only price we got?

Ms. Corbin: Yes, just because they were already doing the rest of the project, so I just had them give me a proposal but, I needed to get approval before we have them do it.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the proposal from Weber Environmental Services for tree trimming on Cortez in the amount of \$1,680 was approved.

Ms. Corbin: The second one is some of KB had emailed me about a resident who emailed them for some sod that was torn up by the previous landscaping company. Robertson's, our new company sent me a quote to redo that sod, it's \$125 if you guys are good with that one.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the proposal from Robertson's to redo the sod in the amount of \$125 was approved.

Ms. Corbin: Next is going to be, a while ago a resident mentioned in one of the meetings that there were some holes in the walking path, it took a long time to actually get a company to respond to me and give me a quote, but I got a quote from a company that can be out soon and that is \$875 to fill the holes and make it level and everything.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the proposal to fill holes in the walking path in the amount of \$875 was approved.

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Ms. Corbin: Next is going to be the pressure washing that we talked about at the last meeting. I got three quotes, two of them are closer in price, the other one is kind of high for what I think it's worth. So, my recommendation is Beacon, they're going to be doing the exterior of the buildings and the walkways. They're also going to, we had some issues with our pool pump storage area filling up with water so they're going to try to pressure clean that just to flush out anything that might be there, as well as cleaning all the pool deck chairs, so the total for that one with Beacon for everything is \$1,398 if you guys are good with that one. The other options are \$2,075 and \$3,800.

Mr. White: Does that also include the retaining wall on the lake? Or is that something se

Ms. Corbin: That would be separate, I figured probably late fall I'd have them do that again since we just did it at the beginning of the summer.

Mr. White: Ok.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the proposal from Beacon Cleaning for pressure cleaning services in the amount of \$1,398 was approved.

Ms. Corbin: Then the last one is just the TV, and we said we would get the biggest one, so basically if we went 85".

Mr. McConn: What kind of TVs are you looking at?

Ms. Corbin: Samsung, or smart TVs, I don't remember the brand names.

Mr. McConn: That's why I was asking about the amount of use because you probably want to go with Samsung or LG if it's going to be on all the time. If it was going to be on all the time, you'd only get about a year out of a Vizio.

Ms. Corbin: Yes, that's why I figured Samsung is a better brand and it will be good for longer use. If we do the 85", with retail price, not any discounts that they have going on right now, installation and everything it would be \$1,610, and for the 85" on here the retail price is \$1,200, it's on sale for \$1,000, so it's already \$200 off. I went with the retail price just to give you the high-end range.

Mr. McConn: And also, I would check because I bought my TV straight from LG. A lot of the manufacturers will offer special deals straight from them because they retail themselves.

Ms. Corbin: Yes, I was going to check Costco too.

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Mr. LeBrun: If the Board wants to approve like a not to exceed amount, and just kind of let Nicole check it out and get the best price.

Mr. McConn: Ok, well I'd say not to exceed the full retail price and whatever better deal we get is good. Because obviously there is going to be a lot of people as we get into college and pro football season wanting to spend time in the clubhouse.

Ms. Corbin: Right, and the plan I did with Spectrum includes having a sports package, so with installation and everything for the 85" that would be \$1,610, so if you do a not to exceed that, I'll see if I can get a better deal.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, authorizing to purchase an 85" TV for the clubhouse not to exceed amount of \$1,610 was approved.

Ms. Corbin: And that's it for me.

D. District Manager's Report

i. Approval of Fiscal Year 2026 Meeting Schedule

Mr. LeBrun: That brings us down to our District manager's report, I just have the approval of the fiscal year 2026 meeting schedule, which contemplates the second Tuesday of each month at 1:30 p.m. If the Board is ok with that, I would just need a motion to approve the 2026 meeting schedule.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, accepting the Fiscal Year 2026 Meeting Schedule was approved.

TWELFTH ORDER OF BUSINESS

Financial Reports

A. Approval of Funding Requests #5-8

B. Balance Sheet and Income Statement

Mr. LeBrun: Next we have the financial reports, and the approval of funding requests #5 through #8, and you'll see those on page 174 is where they start. I can take any questions on those, if not, I just need a motion to approve the funding requests.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, Funding Requests #5-8 were approved.

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Mr. LeBrun: Then we have the balance sheet and income statement, no action required on the Board's part, just your financials through June 30th.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. LeBrun: That brings us to Supervisor's requests, any Supervisor's requests? Not hearing any, then once this meeting adjourns, we'll just roll right into the audit committee meeting.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. McConn seconded by Mr. White with all in favor, the Meeting was adjourned.

Signed by:

Jeremy LeBrun
665CD7AA7BB8455...

Secretary / Assistant Secretary

Signed by:

Stephen McConn
63535C7139ED474...

Chairman / Vice Chairman