Willow Creek II
Community Development District

Agenda

October 13, 2026

AGENDA

Willow Creek II
Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

October 6, 2026

Board of Supervisors Meeting
Willow Creek II Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Willow Creek II Community Development District will be held **Tuesday, October 13, 2026 at 1:30 p.m. at the Willow Creek Amenity Center, 1756 Pecorino Ct., Titusville, FL 32780**. Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the August 11, 2026 Board of Supervisors Meeting
4. Consideration of Resolution 2027-01 Opening a State Board of Administration Investment Account
5. Consideration of Resolution 2027-02 Modifying Fiscal Year 2027 Direct-Collect Payment Schedule
6. Consideration of First Amendment to the Fiscal Year 2027 Budget Deficit Funding Agreement
7. Consideration of Reserve Study Proposals
    A. Reserve Advisors
    B. Reserve Study Institute
8. Staff Reports
    A. Attorney
    B. Engineer
        i. Erosion Update
    C. Field Manager's Report
        i. Consideration of Pressure Washing Proposals from Beacon
        ii. Consideration of Holiday Lighting Proposal from Brevard Lights
        iii. Consideration of Landscape Enhancements Proposal from Robertson's Lawns
        iv. Consideration of Painting Proposals for Entrance Monument
            1. Don Bell
            2. Quality Designs
        v. Consideration of Nidy Sports Construction Proposal for Replacement of Pickleball Nes
        vi. Consideration of Superior Fence Proposal for Hinge Repair
    D. District Manager's Report
9. Financial Reports
    A. Approval of Funding Request #23-24
    B. Balance Sheet and Income Statement
10. Supervisor's Requests
11. Adjournment

Sincerely,

Jeremy LeBrun
Jeremy LeBrun
District Manager

MINUTES

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 11, 2026 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

Also present were:

Jeremy LeBrun	District Manager
Nicole Corbin	GMS
Patrick Collins *by phone*	District Counsel
Krista Vaughn	Robertson's Lawns

FIRST ORDER OF BUSINESS **Roll Call**

Mr. LeBrun called the meeting to order and called the roll. We have three Supervisors present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

Mr. LeBrun: That brings us down to the public comment period. Any members of the public? All right. No comment from the public.

THIRD ORDER OF BUSINESS **Approval of the Minutes of the June 9, 2026 Board of Supervisors Meeting**

Mr. LeBrun: We have our approval of the minutes of the June 9th meeting. If there's no corrections, I just need a motion to approve.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Minutes of the June 9, 2026 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Public Hearings**

A. Public Hearing on the Adoption of the Fiscal Year 2027 Budget

Mr. LeBrun: Next, we have our public hearing. I just need a motion to open the public hearing.

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

i. Consideration of Resolution 2026-08 Adopting the Fiscal Year 2027 Budget and Relating to the Annual Appropriations

Mr. LeBrun: The public hearing is open. We have two items under this public hearing. First, we have the public hearing on the adoption of the Fiscal Year 2027 budget, Resolution 2026-08. Any members of the public wish to comment? All right. Now, we bring it back to the Board. Similar to a previous meeting, you're adopting your Fiscal Year 2027 Budget with Resolution 2026-08. It's similar to the format when the board approved their proposed budget. You'll see, your far-left column is your proposed budget 2026, far right is 2027.

Mr. McConn: Relatively the same.

Mr. LeBrun: Very similar. In the revenue section, you have some on-roll assessments for those lots that have been platted, so those would be direct. Those will be billed on tax roll.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Resolution 2026-08 Adopting the Fiscal Year 2027 Budget and Relating to the Annual Appropriations, was approved.

ii. Consideration of Fiscal Year 2027 Budget Deficit Funding Agreement

Mr. LeBrun: Next, we have the Fiscal Year 2027 budget deficit funding agreement. This is with the developer just to deficit fund any of those expenses.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Fiscal Year 2027 Budget Deficit Funding Agreement, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

i. Consideration of Resolution 2026-09 Imposing Special Assessments and Certifying an Assessment Roll

Mr. LeBrun: Next, public hearing is on the imposition of operations and maintenance special assessments. We have Resolution 2026-09 imposing special assessments and certifying an assessment roll. Any public comment? All right, hearing none, we'll bring it back to the Board. Resolution 2026-09 would just impose those special assessments and then certify the assessment roll.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Resolution 2026-09 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2026-10 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2027**

Mr. LeBrun: Resolution 2026-10, designation of regular monthly meeting date, time, and location, similar to the one we currently have. If you're okay with it, we just need a motion to approve that.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Resolution 2026-10 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2027, was approved.

Mr. LeBrun: We will advertise that, per state statutes.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2026-11 Ratifying Series 2026 Bonds**

Mr. LeBrun: Next, we have Resolution 2026-11, ratifying the Series 2026 bonds. Patrick, should we do a quick overview for the Board?

Mr. Collins: No. This resolution is just ratifying the Series 2026 bonds.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Resolution 2026-11 Ratifying Series 2026 Bonds, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Fiscal Year 2026 Audit Engagement Letter from Grau & Associates**

Mr. LeBrun: Next, we have the 2026 audit engagement letter from Grau & Associates. The Board and Audit Committee selected them as their independent third-party auditor. I just need a motion to approve that audit engagement letter.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Fiscal Year 2026 Audit Engagement Letter from Grau & Associates, was approved.

EIGHTH ORDER OF BUSINESS **Ratification of First Amended and Restated Disclosure of Public Financing**

Mr. LeBrun: Next, we have ratification of the first amended and restated disclosure of public financing. Patrick, do you want to give a quick summary?

Mr. Collins: Yeah. This is just in connection to the Series 2026 bonds. This is a required filing pursuant to the bond covenants. We just had a slight administrative error on the legal description with the original copy of the county official records. This is just an amended copy to correct that slight error. It's already been recorded, so we're just looking for ratification.

On MOTION by Mr. McConn seconded by Mr. White with all in favor, the First Amended and Restated Disclosure of Public Financing, was ratified.

NINTH ORDER OF BUSINESS **District Goals and Objectives**

A. Adoption of Fiscal Year 2027 Goals and Objectives

Mr. LeBrun: Next, we have our District goals and objectives. Just recommending our board adopt their Fiscal Year 2027 goals and objectives.

On MOTION by Mr. McConn seconded by Mr. Myers with all in favor, Adopting the Fiscal Year 2027 Goals and Objectives, was approved.

B. Review and Approval of Fiscal Year 2026 Goals and Objectives and Authorizing Chair to Execute Final Form

Mr. LeBrun: Next, we have review and approval of the Fiscal Year 2026 goals and objectives and authorize the Chair to execute. Once we finish the fiscal year, we'll get those goals put on the website with Chair authorization to sign.

On MOTION by Mr. McConn seconded by Mr. Myers with all in favor, the Fiscal Year 2026 Goals and Objectives and Authorizing Chair to Execute Final Form, was approved.

TENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. LeBrun: That brings us down to staff reports. Patrick, anything to report?

Mr. Collins: Nothing additional unless the Board has any questions.

B. Engineer

i. Erosion Update

ii. Discussion of Cordgrass Installation and Erosion Stabilization Proposals

Mr. LeBrun: Down to our District Engineer. I believe Talia is not here, but I think we went through most of that.

C. Field Manager's Report

i. Consideration of MES Repair Proposals

1. Affordable Development

2. Cordero Service Enterprises

Mr. LeBrun: That brings us down to our Field Manager's Report.

Ms. Corbin: I went through most of that, so mainly just focus on, unless you guys have any questions on the approving stuff.

ii. Consideration of Robertson's Lawns Proposals

1. Barrier Installation for Plants at Corner of Prosecco and Willow Creek Blvd

Ms. Corbin: To start with Robertson's, we have the aluminum edging to make the barrier for the front of the neighborhood for $595, if you guys are okay with that one.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Barrier Installation for Plants at Corner of Prosecco and Willow Creek Blvd, was approved.

2. Sod Installation for Mailbox Area

Ms. Corbin: The second one is removing the sod that's there and installing new sod at the area on Fortana Way with the mailbox for $1,000. That will be the added cost of getting that concrete pad removed as well, which I will get a proposal for.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Sod Installation for Mailbox Area, was approved.

3. Sod Replacement for Corner of Willow Creek Blvd and Cortese Dr

Ms. Corbin: The last one for Robertson's is removing the grassy plants at the Willow Creek and Cortese intersection and installing sod in the area to help with the visibility that residents have commented on for $2,496.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, the Sod Replacement for Corner of Willow Creek Blvd and Cortese Dr, was approved.

Ms. Corbin: The other one is I have the two proposals for the MES repair. Cordero is for $25,975 and the other one is for $28,617.50. Affordable Development for the $28,000 was one that Rodney got for us. Cordero, I was in contact with and met with. He came out here and looked at it. Both of them came and looked at it before they did the proposal. I don't really have a preference, but obviously, the lower price one is Cordero.

Mr. McConn: I would have them price for that concrete pad also.

Ms. Corbin: Okay. I'll see if they can do that since they'll already be out here.

On MOTION by Mr. McConn, seconded by Mr. White, with all in favor, the Cordero Service Enterprises Proposal, was approved.

Ms. Corbin: That's all I have.

Mr. McConn: I would also make the same recommendation about the reserve study because obviously the amenity is in Willow Creek II, the boulevard, up until two amenity, or up into whatever Village B is in. So, we'll have the tower and stuff in Willow Creek I. Let's get the reserve study done to cover all of our investment.

Mr. LeBrun: Yep. We can do that.

Ms. Corbin: That's all I have, unless you guys have anything for me.

Mr. Myers: The entrance monuments looking a little faded/rough. I don't know if we have the ability to repaint. When was that originally done? Do you remember?

Mr. McConn: How long have we been open? Five years.

Ms. Corbin: I would guess 2020 or 2021.

Mr. Myers: It's probably due for a refresh.

Mr. McConn: We found that in our town buildings that we paint, we're not getting a long time out of the paint. It's just full sun. I would say, especially on that, that probably we want to get a bid to refresh the paint. Are we pressure washing the stone?

Ms. Corbin: We have not.

Mr. McConn: Because pressure washing speeds it up.

Ms. Corbin: Yeah.

Mr. McConn: Yeah. I would definitely get a bid to refresh all the painting services.

Ms. Corbin: Will do.

D. District Manager's Report

**This item was not discussed.*

ELEVENTH ORDER OF BUSINESS **Financial Reports**

A. Approval of Funding Request #21-22

Mr. LeBrun: Down to our District Manager, financial reports. I just have approval of the Funding Requests #21 and #22. Happy to take any questions on those.

On MOTION by Mr. McConn, seconded by Mr. Myers, with all in favor, Funding Request #21-22, was approved.

B. Balance Sheet and Income Statement

Mr. LeBrun: Behind that, you have your unaudited financials through June 30, 2026. No action required on the Board's part.

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

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

THIRTEENTH ORDER OF BUSINESS **Adjournment**

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

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION 4

RESOLUTION 2027-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE DISTRICT MANAGER TO ESTABLISH ACCOUNTS WITH THE STATE BOARD OF ADMINISTRATION; APPOINTING THE DISTRICT MANAGER AS ITS LEGAL REPRESENTATIVE WITH RESPECT TO SAID ACCOUNTS AND PROVIDING FOR THE DURATION OF SAID AUTHORIZATION.

WHEREAS, the Willow Creek II Community Development District (the "District") is a local unit of special purpose government created and existing under Chapter 190, *Florida Statutes*, and situated within the City of Titusville, Brevard County, Florida; and

WHEREAS, the District finds that from time to time it has funds on hand in excess of current needs; and

WHEREAS, it is in the best interest of the District and its landowners that said excess funds be invested to return the highest yield consistent with proper safeguards and the District's currently-adopted policies regarding the deposit of public funds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District Manager, Governmental Management Services – Central Florida, LLC, and its designee, as legal representative(s) of the District are hereby authorized to act as the administrator(s) for funds held in accounts with the State Board of Administration.

SECTION 2. The District Manager and/or its designee shall have the authority to establish an account(s) on behalf of the District with the State Board of Administration, withdraw funds from or transmit funds to said account(s) at the State Board of Administration, establish funds transfer instructions, name designee(s), and initiate changes to this information via the Investment Pool Input Document.

SECTION 3. That this authorization shall be continuing in nature until revoked by the District or until a new legal representative is appointed.

PASSED AND ADOPTED this 13th day of October, 2026.

ATTEST:

WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

SECTION 5

RESOLUTION 2027-02

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2026-09 TO PROVIDE AN AMENDED SCHEDULE FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS ON DIRECT COLLECT PROPERTY, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; RATIFYING ACTIONS TAKEN TO AMEND THE COLLECTION SCHEDULE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Willow Creek II Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, on August 11, 2026, the Board adopted Resolution 2026-09, making a determination of benefit and imposing and certifying for collection special assessments for Fiscal Year 2027 ("**Resolution 2026-09**"); and

WHEREAS, the District now wishes to amend the collection schedule set forth in Resolution 2026-09 for special assessments for operations and maintenance and debt service on the Direct Collect Property (as such term is defined in Resolution 2026-09); and

WHEREAS, it is in the best interests of the District to adopt the amended collection schedule for the previously levied and certified operations and maintenance and debt service special assessments as more particularly set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. AMENDED DIRECT COLLECT PROPERTY COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.

A. **Direct Bill Assessments.** Section 3(B) of Resolution 2026-09 is amended to read as follows: The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Direct Collect Property shall be collected directly by the District in accordance with Florida law, as set forth in Exhibits A and B.

   a. Debt service special assessments directly collected by the District are due according to the following schedule: Sixty-two percent (62%) due no later than March 15, 2027, and the remaining thirty-eight percent (38%) due no later than September 15, 2027.

   b. Operation and maintenance assessments directly collected by the District shall be due and payable in twelve (12) equal monthly installments, with all such

installments being due within fifteen (15) days of receipt of the bill for a given installment.

c. In the event that an assessment payment is not made in accordance with the schedules stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2027, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole assessment, as set forth herein.

B. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 2. RATIFICATION. The actions of the District Manager and District staff taken to amend the collection schedule for the previously levied operation and maintenance and debt service special assessments, including any communications or filings made in connection therewith, are hereby ratified and confirmed.

SECTION 3. REMAINDER OF RESOLUTION 2026-09 REMAINS IN EFFECT. Except as specifically amended herein, all other provisions of Resolution 2026-09 remain in full force and effect.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

[Signatures on following page]

PASSED AND ADOPTED THIS 13th DAY OF OCTOBER 2026.

ATTEST:

WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT

By: _____

Secretary / Assistant Secretary

Its: _____

SECTION 6

FIRST AMENDMENT TO THE FISCAL YEAR 2027 BUDGET DEFICIT FUNDING AGREEMENT

THIS FIRST AMENDMENT ("**Amendment**") is made and entered into effective as of the 1st day of October 2026, by and between:

> **WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in the City of Titusville, Brevard County, Florida, with an address of c/o Governmental Management Services - Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801 ("**District**"), and
>
> **KB HOME ORLANDO LLC**, a Delaware limited liability company and a landowner in the District ("**Developer**"), with an address of 9102 Southpark Center Loop, Suite 100, Orlando, Florida 32819.

WHEREAS, the District and the Developer previously entered into that certain *Fiscal Year 2027 Budget Deficit Funding Agreement*, dated August 11, 2026 ("**Agreement**"); and

WHEREAS, pursuant to the Agreement, the Developer agreed to provide the monies necessary to fund the District's actual expenditures for the fiscal year beginning October 1, 2026 and ending September 30, 2027 ("**Fiscal Year 2027**") not otherwise funded by operation and maintenance assessments levied upon benefited lands located within the District; and

WHEREAS, pursuant to Section 6 of the Agreement, the Agreement may be amended by an instrument in writing executed by the Parties; and

WHEREAS, the Parties now desire to amend the Agreement to revise the dates on which payments are due from Developer to the District pursuant to the terms of the Agreement.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Amendment.

SECTION 2. AMENDMENT OF AGREEMENT. Pursuant to Section 6 of the Agreement, the District and the Developer agree to amend Section 2(i) of the Agreement to read as follows:

i. ***Payment of O&M Budget Expenses.*** The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit B, as may be amended from time to time in the District's sole discretion, within fifteen (15) days of written request by the District which shall be on an as-needed basis. Amendments to the Fiscal Year 2027 Budget as shown on Exhibit B adopted by the District at a duly noticed meeting

shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

SECTION 3. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the Developer's funding obligations, continuing lien provisions, and alternative collection methods provisions, remain in effect and fully enforceable except for the terms as specifically amended herein. To the extent the provisions of this Amendment conflict with the Agreement, this Amendment shall control.

SECTION 4. AUTHORIZATION. The execution of this Amendment has been duly authorized by the appropriate body or official of the District and the Developer, both the District and the Developer have complied with all the requirements of law, and both the District and the Developer have full power and authority to comply with the terms and provisions of this Amendment.

SECTION 5. EXECUTION IN COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

SECTION 6. EFFECTIVE DATE. This Amendment shall have an effective date as of the day and year first written above.

IN WITNESS WHEREOF, the Parties execute this Amendment the day and year first written above.

WILLOW CREEK II COMMUNITY DEVELOPMENT DISTRICT

_____
Chair/Vice Chair, Board of Supervisors

KB HOME ORLANDO LLC

_____
By: _____
Its: _____

SECTION 7

SECTION A

Kejsi Shuaipi, Account Manager
(954) 620-0908
kejsi.shuaipi@reserveadvisors.com

Property Wellness
Reserve Study Program Proposal
Level I Reserve Study

Willow Creek II Community Development District

Titusville, FL



Reserve Advisors

Your Property Wellness Consultants



Our Property Wellness Reserve Study Program

Your home is the most expensive personal property you will ever own. The responsibility for preserving its value reaches beyond your home to include the spaces you share with your neighbors. Structures, systems, streets and amenities must be maintained to protect the value of your investment. But the required responsibility often stretches beyond individual knowledge and expertise. That's why associations turn to Reserve Advisors. As your property wellness consultants, our reserve study helps associations understand their assets, expected lifespans, and both the budgets and maintenance needed to keep them in great working order.



A Proactive Property Wellness Program

Our engineers provide a thorough evaluation of your property and shared assets, and create a strong, informed plan to maximize your community's physical and financial wellness for the long haul. Because proactive care ensures that your shared property is cared for the way you would care for your home. We have been helping communities thrive for over 30 years. But the job we are obsessed with is making sure you and your neighbors have what you need to protect your property today and prevent costly and avoidable repairs tomorrow. It is the best way to care for the place that makes you feel welcome, safe, secure and proud.



Helping Communities Thrive for Over 30 Years

With a team of 60+ engineers whose engineering backgrounds include civil, structural, mechanical, and more, we have over 350 years of combined experience conducting reserve studies for common interest realty associations nationwide. Our service area is one of the largest in the industry, and we pride ourselves on delivering unbiased recommendations that give communities the plans they need to ensure the future well-being of the property.

37,000+
RESERVE STUDIES CONDUCTED

19,000+
ASSOCIATIONS SERVED

3,950,000+
RESIDENTS SERVED

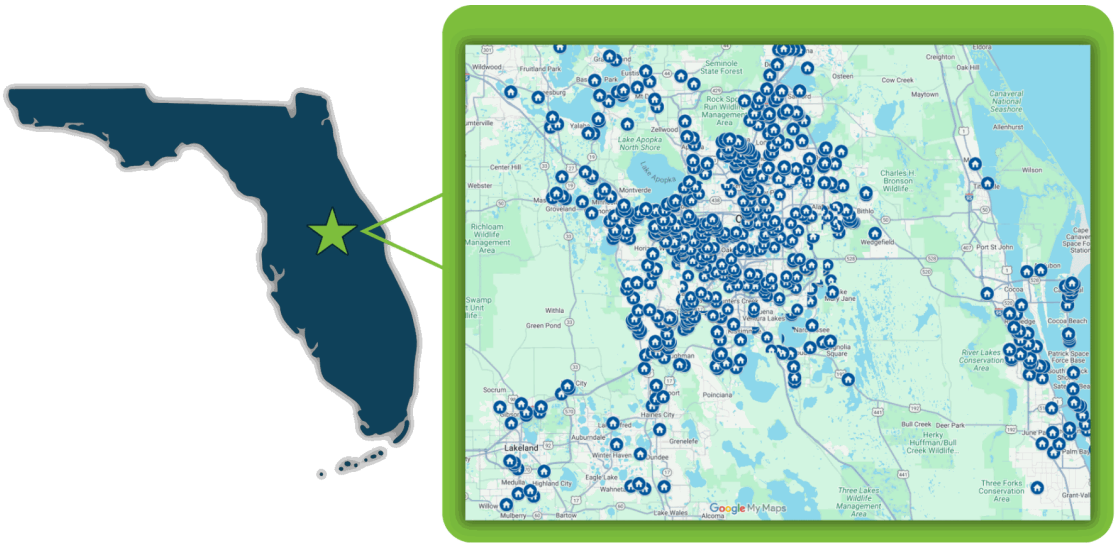
Industry Leadership

We were instrumental in pioneering the Community Association Institute's (CAI) Reserve Study Standards, and were influential in revising these standards in 2023 through our participation in an industry task force. This diverse group included reserve specialists, professional managers, community board members, attorneys, and accountants. Additionally, we continue to shape best practices in the field through active involvement with the Foundation for Community Association Research (FCAR), including chairing the Reserve Study Best Practices Report.

As a national member of CAI, we are actively involved in over 30 chapters nationwide, regularly supporting the organization's members through structured education, speaking engagements, and publications for managers and board members. Our leadership team members, Michelle Baldry and Matt Kuisle, are board members of FCAR and CAI, respectively. In addition to complying with legislative requirements specific to reserve studies, we are compliant with and/or accredited by:

- Association of Professional Reserve Analysts (APRA)
- Community Associations Institute (CAI)
- American Institute of Certified Public Accountants (AICPA)

Your Trusted Neighborhood Partner



Hear What Our Clients Say



"I had the pleasure of working with KC and JJ on updating a reserve study for an HOA I manage, and the experience was excellent from start to finish. Their communication was professional, knowledgeable, and consistently prompt throughout the process. They stayed on schedule, kept everything on track, and even delivered the updated study ahead of deadline. I highly recommend their services to anyone looking for reliable and efficient professionals."

Lissette Negron, Community Association Manager
Highlands Reserve Homeowners Association, Inc.
Davenport, Florida



"Having worked with Roy from Reserve Advisors for many years, I've always been able to rely on his expertise, professionalism, and consistency in delivering accurate reserve study reports. His attention to detail and deep understanding of association needs give our board's confidence in the recommendations provided. Roy has also always been available to help break down report findings and explain key details to board members when needed, making complex financial planning discussions much easier to navigate. His knowledge and responsiveness have made Reserve Advisors a trusted resource for our communities."

Sandy Etheredge, Director of Licensed Community Association Management
Empire Management Group
Kissimmee, Florida

Level I Full Reserve Study

RESERVE™ ADVISORS
Long-term thinking. Everyday commitment.

	LEVEL I	LEVEL II	LEVEL III
	FULL RESERVE STUDY	RESERVE STUDY UPDATE WITH SITE-VISIT	RESERVE STUDY WITHOUT SITE-VISIT
		RESERVE STUDY PROCESS	
ONSITE VISUAL INSPECTION	✓	✓	
PRE-INSPECTION MEETING	✓	✓	
COMPONENT INVENTORY PLUS COMPONENT QUANTITIES & MEASUREMENTS	Established	Re-Assessed/Evaluated	Reflects prior study
CONDITION ASSESSMENTS	Based on visual observation	Based on visual observation	As reported by association
USEFUL LIFE ESTIMATES	Based on engineer's condition assessment	Based on engineer's condition assessment	Based on client's reported condition
VALUATION/COST ESTIMATES VIA PROPRIETARY BID DATABASE	Established for each reserve component	Re-evaluated for each reserve component	Re-evaluated for each reserve component
		KEY DELIVERABLES	
MEETS AND EXCEEDS CAI'S NATIONAL RESERVE STUDY STANDARDS	✓	✓	✓
PRIORITIZED LIST OF CAPITAL EXPENDITURES	✓	✓	✓
CUSTOMIZED RECOMMENDED FUNDING PLAN(S)	✓	✓	✓
RECOMMENDED PREVENTATIVE MAINTENANCE ACTIVITIES	✓	✓	
INCLUSION OF LONG-LIVED ASSETS	✓	✓	✓
ELECTRONIC REPORT	Comprehensive report with component detail	Comprehensive report with component detail	Executive summary overview
EXCEL SPREADSHEETS	✓	✓	✓
SUPPORT WITH IMPLEMENTATION OF REPORT	✓	✓	✓
COMPLIMENTARY REPORT REVISION	✓	✓	
UNCONDITIONAL POST-STUDY SUPPORT AT NO ADDITIONAL COST INCLUDING REPORT PRESENTATION	✓	✓	✓
	★ RECOMMENDED SERVICE LEVEL		

We are proposing a Level I Full Reserve Study. This service involves developing a component list and quantification of each item - a crucial aspect often overlooked by unqualified providers. This service is suitable for communities that have never undergone a reserve study, as well as those contemplating a change in reserve study providers. Conducting a Level I Reserve Study allows us to not only verify the accuracy of the component inventory and related quantities/measurements with certainty - the foundation of any reserve study - but to also present capital planning recommendations with unwavering confidence.

Property Wellness Reserve Study Program

Reserve Advisors will perform a Level I Reserve Study in accordance with Community Associations Institute (CAI) National Reserve Study Standards. Your reserve study is comprised of the following:

Physical Analysis: The reserve study consultant will develop a detailed list of reserve components, also known as a component inventory, and related quantities for each. We will complete a condition assessment or physical evaluation for each reserve component and the current condition of each will be documented with photographs. Life and cost estimates will be performed to determine estimated useful lives, remaining useful lives and current cost of repair or replacement.

Financial Analysis: The reserve study consultant will identify the current reserve fund status in terms of cash value and prepare a customized funding plan. The funding plan outlines recommended annual reserve contributions to offset the future cost of capital projects over the next 30 years.

Property Description

Willow Creek II Community Development District comprises 192 homes. We've identified and will include the following reserve components:

Access Drives, Parking Areas, and/or Driveways, Irrigation System, Landscaping, Mailboxes, Retaining Walls, Walking Paths, Sport Court(s), Pond(s), Playground(s), Clubhouse(s), Fitness Room(s), Meeting Room(s), Pool(s) including Fence, Deck, Mechanicals, etc., Fountains (2) in Ponds, Splash Pad, and other property specifically identified that you'd like us to include.

Scope of work includes all property owned-in-common as defined in your association's declaration and other property specifically identified that you'd like us to include.

Key Elements of Your Property Wellness Reserve Study Program

Reserve Advisors' Exclusive Tools

Reserve Advisors' exclusive tools allow you to make informed decisions to maintain your association's long-term physical and financial health.



Reserve Expenditures

View your community's entire schedule of prioritized expenditures for the next 30 years on one easy-to-read spreadsheet.

View Example



Funding Plan

Establishes the most stable and equitable recommended annual reserve contributions necessary to meet your future project needs.

View Example



Reserve Funding Graph

Highlights your community's current financial health and provides visibility to your projected cash flow over the next 30 years.

View Example



Component Specific Details

Including photographic documentation of conditions, project specific best practices outlining the scope of future projects, and preventative maintenance activities to maximize component useful lives.

View Example



Excel Spreadsheets

Empowering you to make more informed decisions by adjusting project schedules, future costs, and annual contributions in real time.

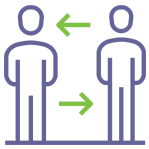
For Confidence in All Decisions



Personalized Experience Guarantee

As your trusted advisor, we are committed to providing clarity on the true cost of property ownership through a comprehensive capital planning solution and unmatched advisory services. If the experience we provide fails to live up to your expectations, contact us at any time for a refund.

Your property is your biggest investment. **Here's why we're the right partner to protect it.**



Full Engagement

It's our job to understand your specific concerns and to discuss your priorities in order to ensure your experience exceeds expectations.



Detailed Understanding

We will do whatever it takes to ensure you have complete confidence in interpreting and putting into practice our findings and recommendations.



Ongoing Support

Unlike other firms, we provide current and future boards with additional insight, availability to answer questions and guidance well beyond report delivery.

> RA is comprised of a highly professional team with the depth of knowledge, access to extensive research resources, and sensitive interpersonal skills needed to collaborate with our community group comprised of board members and ad-hoc committee members to produce a detailed and relevant reserve study vital to keeping our community in a strong fiscal position as we plan for the future. Our engineer did an excellent job preparing the community for the site visit, listening to and incorporating information shared by our stakeholders, and leading them through a virtual meeting review of the completed study, answering questions and noting tweaks needed to finalize the reserve study for the community.
>
> **Ellen C. | Treasurer**

The Time to Protect Your Property's Long-Term Health is Now

To Start Your Property Wellness Reserve Study Program Today:

1. Select the service options below to confirm scope of engagement

Service	Price
Reserve Study (Level I)	$4,600.00

Your Reserve Study Includes:

- **Pre-project Collaboration:** Meeting with management and the board on community priorities and goals.
- **Unlimited Virtual Support:** Free Study Presentation after report delivery. Available for the lifetime of your community.
- **Excel Financial Management Tool:** Fully editable spreadsheet to run scenarios & track actual expenditures.
- **Preventative Maintenance Guidance:** Clear maintenance schedules and practical steps you can implement right away.
- **Revision Period:** One complimentary update within 6 months of report delivery (or 1 month if Level III).
- **Dedicated Expertise:** Your community is supported by a full-time Reserve Advisors engineer, backed by our quality assurance team to ensure accuracy and peace of mind.

Discount Options

☐ Bundle Discount Option Contingent upon both Willow Creek I CDD and Willow Creek II CDD approving their proposals and scheduling them simultaneously.	-$700.00

We provide ongoing, tailored support - at no additional cost. We'll meet with you to walk through your study, explain key recommendations, and answer any questions, ensuring you have the knowledge and confidence to make informed decisions for your community's long-term success.

Total **$4,600.00**

---

2. Sign below

Signature: _____ Title: _____

Name: _____ Date: _____

For: Willow Creek II Community Development District Ref: 263516

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3. Pay 50% retainer. An invoice will be emailed to you upon project authorization.

Mailing Address
Reserve Advisors, LLC
PO Box 88955
Milwaukee, WI 53288-8926



You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal, dated 9/3/2026, is valid for 90 days, and may be executed and delivered by facsimile, portable document format (.pdf) or other electronic signature pages, and in any number of counterparts, which taken together shall be deemed one and the same instrument. One complimentary hard copy report is available upon request.

Professional Service Conditions

Our Services - Reserve Advisors, LLC (“RA” or “us” or “we”) performs its services as an independent contractor in accordance with our professional practice standards and its compensation is not contingent upon our conclusions. The purpose of our reserve study is to provide a budget planning tool that identifies the current status of the reserve fund, and an opinion recommending an annual funding plan, to create reserves for anticipated future replacement expenditures of the subject property. The purpose of our energy benchmarking services is to track, collect and summarize the subject property’s energy consumption over time for your use in comparison with other buildings of similar size and establishing a performance baseline for your planning of long-term energy efficiency goals.

Our inspection and analysis of the subject property is limited to visual observations, is noninvasive and is not meant to nor does it include investigation into statutory, regulatory or code compliance. RA inspects sloped roofs from the ground and inspects flat roofs where safe access (stairs or ladder permanently attached to the structure) is available. Our energy benchmarking services with respect to the subject property is limited to collecting energy and utility data and summarizing such data in the form of an Energy Star Portfolio Manager Report or any other similar report, and hereby expressly excludes any recommendations with respect to the results of such energy benchmarking services or the accuracy of the energy information obtained from utility companies and other third-party sources with respect to the subject property. The reserve report and any energy benchmarking report (i.e., any Energy Star Portfolio Manager Report) (including any subsequent revisions thereto pursuant to the terms hereof, collectively, the “Report”) are based upon a “snapshot in time” at the moment of inspection. RA may note visible physical defects in the Report. The inspection is made by employees generally familiar with real estate and building construction. Except to the extent readily apparent to RA, RA cannot and shall not opine on the structural integrity of or other physical defects in the property under any circumstances. Without limitation to the foregoing, RA cannot and shall not opine on, nor is RA responsible for, the property’s conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.

RA is not responsible for conditions that have changed between the time of inspection and the issuance of the Report. RA does not provide invasive testing on any mechanical systems that provide energy to the property, nor can RA opine on any system components that are not easily accessible during the inspection. RA does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, such as asbestos, urea-formaldehyde foam insulation, other chemicals, toxic wastes, environmental mold or other potentially hazardous materials or structural defects that are latent or hidden defects which may or may not be present on or within the property. RA does not make any soil analysis or geological study as part of its services, nor does RA investigate vapor, water, oil, gas, coal, or other subsurface mineral and use rights or such hidden conditions, and RA assumes no responsibility for any such conditions. The Report contains opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.

RA assumes, without independent verification, the accuracy of all data provided to it. Except to the extent resulting from RA’s willful misconduct in connection with the performance of its obligations under this agreement, you agree to indemnify, defend, and hold RA and its affiliates, officers, managers, employees, agents, successors and assigns (each, an “RA Party”) harmless from and against (and promptly reimburse each RA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys' fees, asserted against or to which any RA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which RA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on the Report by you or third parties under your control or direction or to whom you provided the Report. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY, THE AGGREGATE LIABILITY (IF ANY) OF RA WITH RESPECT TO THIS AGREEMENT AND RA’S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF THE FEES ACTUALLY RECEIVED BY RA FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY RA UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. YOUR REMEDIES SET FORTH HEREIN ARE EXCLUSIVE AND ARE YOUR SOLE REMEDIES FOR ANY FAILURE OF RA TO COMPLY WITH ITS OBLIGATIONS HEREUNDER OR OTHERWISE. RA SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS AND LOST SAVINGS, LOSS OF USE OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY, STRICT LIABILITY OR OTHERWISE, EVEN IF RA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL RA BE LIABLE FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. RA DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED OR OF ANY NATURE, WITH REGARD TO THE SERVICES AND THE REPORT, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Professional Service Conditions - Continued

Report - RA will complete the services in accordance with the Proposal. The Report represents a valid opinion of RA's findings and recommendations with respect to the reserve study and is deemed complete. RA will consider any additional information made available to RA within 6 months of issuing the Report and issue a revised Report based on such additional information if a timely request for a revised Report is made by you. RA retains the right to withhold a revised Report if payment for services was not tendered in a timely manner. All information received by RA and all files, work papers or documents developed by RA during the course of the engagement shall remain the property of RA and may be used for whatever purpose it sees fit. RA reserves the right to, and you acknowledge and agree that RA may, use any data provided by you in connection with the services, or gathered as a result of providing such services, including in connection with creating and issuing any Report, in a de-identified and aggregated form for RA's business purposes.

Your Obligations - You agree to provide us access to the subject property for an on-site visual inspection. You agree to provide RA all available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete the Report. Additionally, you agree to provide historical replacement schedules, utility bills and historical energy usage files that RA requests and deems necessary to complete the energy benchmarking services, and you agree to provide any utility release(s) reasonably requested by RA permitting RA to obtain any such data and/or information from any utility representative or other third party. You agree to pay actual attorneys' fees and any other costs incurred to collect on any unpaid balance for RA's services.

Use of Our Report - Use of the Report is limited to only the purpose stated herein. You acknowledge that RA is the exclusive owner of all intellectual property rights in and relating to the Report. You hereby acknowledge that any use or reliance by you on the Report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the Report. Use or possession of the Report by any unauthorized third party is prohibited. The Report in whole or in part is not and cannot be used as a design specification for design engineering purposes or as an appraisal. You may show the Report in its entirety to the following third parties: members of your organization (including your directors, officers, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the Report under applicable law including, but not limited, to any government entity or agency, or any utility companies. Without the written consent of RA, you shall not disclose the Report to any other third party. By engaging our services, you agree that the Report contains intellectual property developed (and owned solely) by RA and agree that you will not reproduce or distribute the Report to any party that conducts reserve studies or energy benchmarking services without the written consent of RA.

RA will include (and you hereby agree that RA may include) your name in our client lists. RA reserves the right to use (and you hereby agree that RA may use) property information to obtain estimates of replacement costs, useful life of property elements or otherwise as RA, in its sole discretion, deems appropriate.

Payment Terms, Due Dates and Interest Charges - If reserve study and energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and prior to the inspection by RA, and any balance is due net 30 days from the Report shipment date. If only energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and any balance is due net 30 days from the Report shipment date. In any case, any balance remaining 30 days after delivery of the Report shall accrue an interest charge of 1.5% per month. Unless this agreement is earlier terminated by RA in the event you breach or otherwise fail to comply with your obligations under this agreement, RA's obligations under this agreement shall commence on the date you execute and deliver this agreement and terminate on the date that is 6 months from the date of delivery of the Report by RA. Notwithstanding anything herein to the contrary, each provision that by its context and nature should survive the expiration or early termination of this agreement shall so survive, including, without limitation, any provisions with respect to payment, intellectual property rights, limitations of liability and governing law.

Miscellaneous – Neither party shall be liable for any failures or delays in performance due to fire, flood, strike or other labor difficulty, act of God, act of any governmental authority, riot, embargo, fuel or energy shortage, pandemic, wrecks or delays in transportation, or due to any other cause beyond such party's reasonable control; provided, however, that you shall not be relieved from your obligations to make any payment(s) to RA as and when due hereunder. In the event of a delay in performance due to any such cause, the time for completion or date of delivery will be extended by a period of time reasonably necessary to overcome the effect of such delay. You may not assign or otherwise transfer this agreement, in whole or in part, without the prior written consent of RA. RA may freely assign or otherwise transfer this agreement, in whole or in part, without your prior consent. This agreement shall be governed by the laws of the State of Wisconsin without regard to any principles of conflicts of law that would apply the laws of another jurisdiction. Any dispute with respect to this agreement shall be exclusively venued in Milwaukee County Circuit Court or in the United States District Court for the Eastern District of Wisconsin. Each party hereto agrees and hereby waives the right to a trial by jury in any action, proceeding or claim brought by or on behalf of the parties hereto with respect to any matter related to this agreement.

RA may have a financial interest in, or business relationships with, management companies, service providers, or other third parties that have or in the future may have a business relationship with you. Further, RA may from time to time receive and/or provide compensation, referral fees, discounts, or other remuneration from or to management companies or other third parties in connection with client referrals or other business arrangements, including this engagement. The foregoing is intended to satisfy any disclosure requirements under applicable certifications, standards, or codes of ethics.
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SECTION B

Reserve Study Institute

Your property's future starts with
A Reserve Study Today.

We prepare conservative reserve studies so you can make informed decisions on setting aside the financial resources to maintain your property the way you want over time.

Traditional Reserve Study Proposal

Willow Creek I Community Development District and Willow Creek II Community Development District

August 25, 2026

Proposal Number: 26.08.25.368

20+	7,901	$2,193,019,666
Years Combined Experience	Components Evaluated	Funding Guidance Provided

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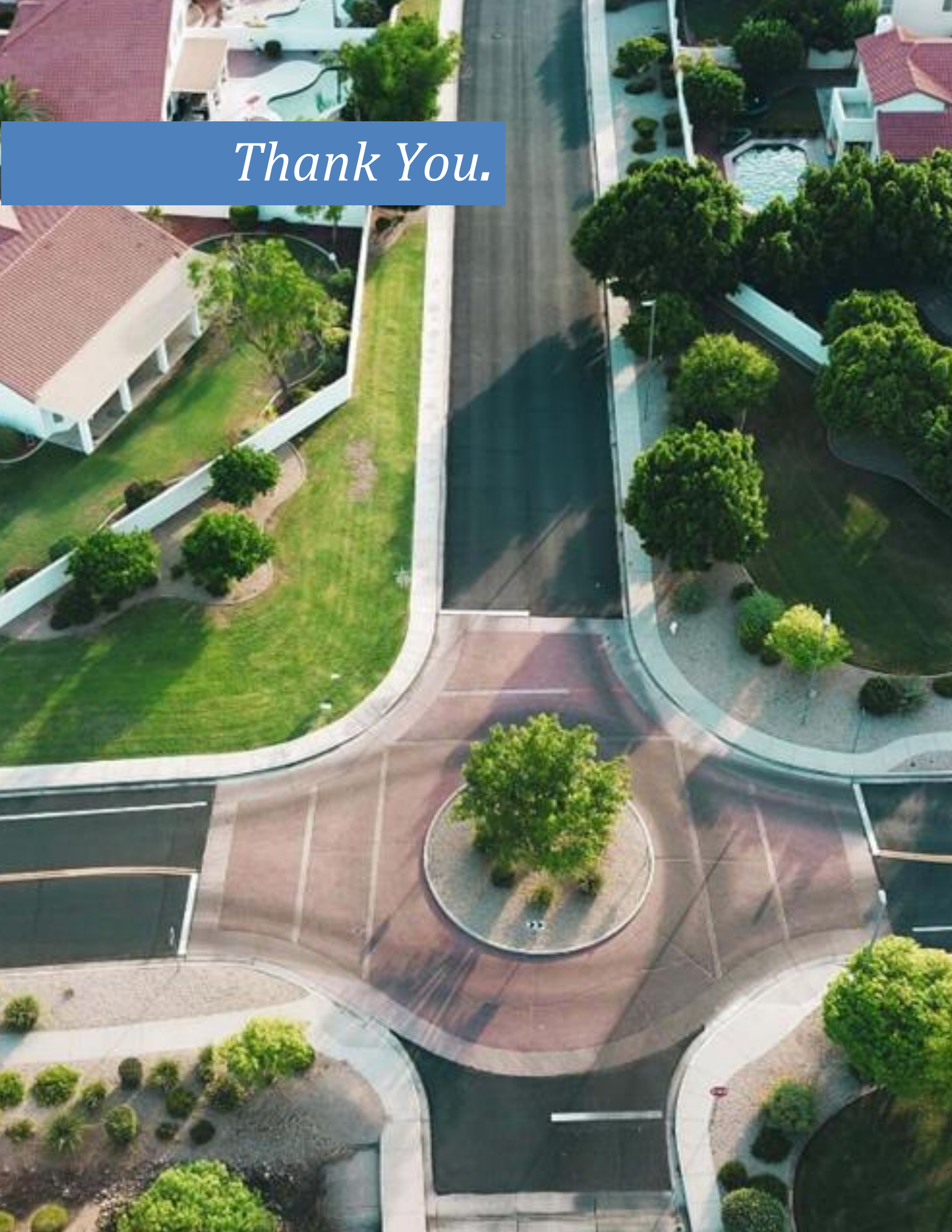
Thank You.

Reserve Study Institute

THANK YOU FOR YOUR TRUST

August 25, 2026

Willow Creek I Community Development District and Willow Creek II Community Development District
C/O Jeremy LeBrun, District Manager
Governmental Management Services – Central Florida, LLC
219 East Livingston Street
Orlando, FL 32801

Dear Mr. LeBrun:



We are pleased to submit this reserve study proposal for Willow Creek I Community Development District and Willow Creek II Community Development District (the "Association") to you.

Our mission is to provide you with a conservative reserve study, giving you the best opportunity to set aside the financial resources needed to maintain your property's appearance and value over time.

We want you to feel comfortable and confident in the quality of our work. That is why we show you our sample report before you even consider doing business with us. We recommend that you review this because we prefer to lose your business than provide you with services that do not meet your objectives.

We always ask for more time than we think we need in our proposals because we prefer that you be pleasantly surprised when we deliver early rather than being disappointed if we were to be late.

Sound fair and reasonable?

Sincerely,

Glenn Tyndall

Glenn M. Tyndall, Jr., CPA, PRA, CEO and Founder

ASSOCIATION OF PROFESSIONAL RESERVE ANALYSTS
Glenn Tyndall
Professional Reserve Analyst
2352
APRA

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EXECUTIVE SUMMARY

Introduction

A reserve study is a capital budgeting tool that is designed to establish a funding plan to offset the deterioration of a property that happens over time.

Objective

Our mission is to prepare conservative reserve studies so you can make informed decisions on setting aside the financial resources to maintain your property the way you want over time.

Methodology

A reserve study may include:

- An onsite visit with a non-invasive, visual inspection only.
- Representative sampling of components to take their counts and measurements.
- A photographic inventory of components.
- A financial analysis that includes a funding plan.

A reserve study does not include:

- A guarantee that no special assessments will be required in the future.
- Invasive, destructive, or forensic testing or any related litigation support type services.
- Design, build, engineering, architectural, or appraisal services.
- Recommendations for repairs to be done or 3rd party contractors to be used.

Findings

Our findings will be presented in a reserve study report, and we try to be conservative in our estimates. We will provide a sample report for the services requested before you even consider doing business with us. We prefer to lose your business rather than to profit from delivering to you a service that you do not need or that you will not be 100% satisfied with. **That's why we strongly recommend reviewing this sample report to ensure our report will meet your needs and objectives before you engage us for services.**

Recommendations

We will give you our opinion on funding, although our opinion is one of many. Therefore, when possible, we will incorporate the changes requested by you as management or the Board as it's your study and you should have the peace of mind to know that we will incorporate your goals into the study when possible.

Fee For Service

See the end of this proposal for our fees for services.

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When Needed.

Reserve Study Institute

EXECUTIVE AND SENIOR PROFESSIONALS



GLENN M. TYNDALL JR., CPA
Founder & CEO



MICHAEL H. RUSS JR.
Senior Reserve Study Analyst

Founder: Glenn Tyndall, Jr., CPA
B.B.A, University of North Florida

Bio: Mr. Tyndall founded Reserve Study Institute after working in public accounting for more than 15 years, which included over a decade as the principal of a CPA firm in which he provided clients with audit, tax, and consulting services. He has worked with community associations, non-profits, labor unions, trade associations, property and casualty insurers, real estate companies, and high-net-worth individuals.

Senior: Michael H. Russ, Jr.
Economics, Florida State College

Bio: Mr. Russ began consulting with Reserve Study Institute, LLC after experience in construction and the financial services industry. Mr. Russ established the residential construction firm, Florida Construction Industries, Inc. Mr. Russ has also worked as a financial advisor at National Financial Services Group, a leading global financial services firm, in which he conducted financial and investment analyses and prepared and reviewed complex financial models for corporate and high net worth clients.

Analysts: Jenny Serrato, Financial Reporting Analyst
Daniel Coons, Reserve Study Analyst
Mike Gamez, Reserve Study Analyst
Angel Gamez, Reserve Study Analyst









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How We Help You.

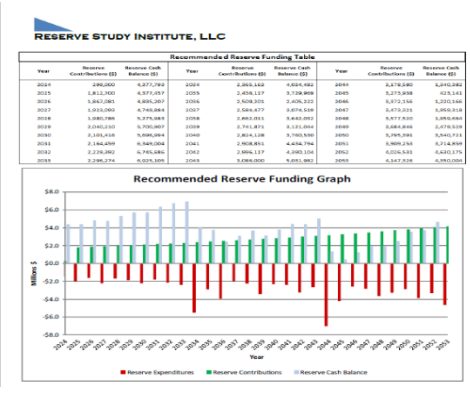


Reserve Study Institute

HOW DOES OUR COMPANY HELP YOU

1. **Comprehensive Expertise:** Benefit from our comprehensive expertise, including a CPA on staff for financial insight and field analysts with backgrounds in the construction or related industries. The firm is a member of the Association of Professional Reserve Analysts (APRA).
2. **Conservative Estimates:** Rely on our commitment to providing conservative estimates, ensuring a productive approach to financial planning for your community association.
3. **Specialist Recommendations:** When our field analysts reach their professional limits, we transparently recommend you contact third-party specialists to help ensure the most accurate and reliable results.
4. **Client-Centric Approach:** Experience a client-centric approach where your feedback matters; we actively engage with clients, updating studies based on their input to ensure relevancy and accuracy.
5. **Clear Communication:** Enjoy clear and consistent communication throughout the process, ensuring you are informed and confident in every step of the reserve study.
6. **Reader-Friendly Reports:** Receive reader-friendly reports that stand out for their clarity and accessibility, avoiding the common pitfalls of overly complex documents from other reserve study companies.
7. **Responsive Updates:** We prioritize timely updates, responding to client needs, and making necessary changes to keep your reserve study current and actionable.







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See Our Experience.

Reserve Study Institute

THE COMPONENT'S WE'VE EVALUATED

Experience matters so we want to show you some of the components we've evaluated in the past in other reserve studies so you have peace of mind knowing we have the experience to help you with your study.

7,901 Components Evaluated	By Our Professionals for Our Clients

Homeowners' Associations

Homeowners' Associations (HOA's) are usually are usually not responsible for the homes. They include components such as signage, roads, and sidewalks. Some even offer amenities which can include clubhouses, pools, and other recreational elements.





Condominiums and Townhomes

Condos and Townhomes usually include all the elements of an HOA, however, the association is responsible for all common areas and building exteriors. This can include roofs, exterior painting, balconies, and much more.





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Reserve Study Institute

High-Rise Towers

A building that is 15 stories or more is considered a tower. Aside from the sheer mass, towers have unique components not found in HOA's and Condos, such as cooling towers, domestic water pumps, heat exchangers, and more.





General Site Elements

General site elements are components that are located around the property but are not part of the building. These components include entrance gates, roads, and sidewalks to name a few.





Recreational Elements

Recreational elements are amenities the association is responsible for. This varies between every association and may include playgrounds, tennis courts, and pools.





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Mechanical Elements

Mechanical elements can be found in every type of study. This can include HVAC, generators, fire suppression systems and elevator equipment.





Waterfront Elements

Waterfront elements can be very costly and require long-term budgeting. Some of the elements may include docks, seawalls, and even boats for associations located on islands.





Specialty Elements

Each association is unique and oftentimes has specialty components. Some specialty elements associations have reserved for bridge repair and replacement, heavy equipment, and even a sewer treatment plant.





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Our Clients Talk.

Reserve Study Institute

What is it like working with us?
See What Our Clients Say About Their Experiences.

We want you to have peace of mind of knowing that we have the processes in place so you receive results similar to our past clients.

"If every vendor I did business with was as adept as Reverse Study Institute, every day for Alliance would be more profitable. These days we spend more time managing people despite our #1 task being managing real estate."

-Mr. Leigh Hoffman, Owner
Alliance Property Systems, Inc.

"Thanks for all the help you and your team provided our communities."

-Mr. Ryan Barlingar, LCAM
P&R Housing Management Corporation

"Please accept my humble thanks and appreciation for your recent completion of our HOA's Reserve Study. Your professionalism and comprehensive work made this process far easier for our Board of Directors and Community, than we could ever have imagined.

We dealt primarily with two individuals and their work was outstanding. Mike Russ was available at short notice and responded in a timely manner. Glen Tyndall "Shepherded & Managed" all entries to the Study and kept the process on schedule.

We couldn't have anticipated their willingness to adjust to our requests for additional information in such a timely and efficient manner.
Thanks again for your efforts and assistance."

-Mr. Rob Cowan, Treasurer
The Palms at Nocatee Homeowner's Association, Inc.

"That was quick!"

-Mr. Malcolm Ross Cummings, Board Member and Treasurer
Saphire Cove Homeowner's Association, Inc.

"Thanks so much Glen. You have been responsive, professional and efficient! Thank you! Your much appreciated."

-Mr. Tony Mastrocola, LCAM
Sentry Management, Inc.

"Thank you so very much. Appreciate the flexibility this first go-round."

-Ms. Catherine Carter, Board Treasurer
Canterbury Lake Estates Property Owners Association, Inc

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Reserve Study Institute

"Your firm turned around our study so quick."

-Mr. Malcolm Ross Cummings, Board Member and Treasurer
Saphire Cove Homeowner's Association, Inc.

"Thanks so much for the efficiency you have shown."

-Mr. Tony Mastrocola, LCAM
Sentry Management, Inc.

"Wow this is fantastic. Thank you! Your proposal makes sense and no further questions. Per the request of the board I reached out to two other companies, but you are the first to respond and your proposal is perfect with all the details. I will let the board know that you responded so quickly and send them your proposal".

-Ms. Sharon Hill, Community Association Manager
Specialty Management Company

"Thank you Glenn!! You are always on the ball, I can't recommend you enough."

-Ms. Anais Serrano, Community Association Management
Leland Management, Inc.

"I really appreciate the sample of the reserve study, I will save it and I definitely need this for several Associations."

Ms. Karen Preston, LCAM
Sunrise Management, Inc.

"This is great information; I will share with my Boards."

-Ms. Shanique Thompson, LCAM
Phoenix Management Services, Inc.

"Thanks for your efforts and the updates. Appreciate all your efforts, and those of Mike Russ. Very professional and comprehensive report."

-Mr. Rob Cowan, Treasurer
The Palms at Nocatee Homeowner's Association, Inc.

"Thanks for the quick response. I'll be working on our next budget in the next couple of weeks and this report will aid greatly."

-Mr. Walter Wiley, Board Treasurer
Woodland Lakes Homeowners Association, Inc.

"You're highly organized. Let's keep doing business together. Like your firm, mine gets no additional revenue chasing people to coordinate."

-Mr. Leigh Hoffman, Owner
Alliance Property Systems, Inc.

"Thank you for the thorough report your team has provided to us."

-Mr. Brook Ladd, Board Vice President
Baytree Villas Home Owners Association, Inc.

"Thanks for your excellent work."

-Ms. Joanna Patricia Fang, General Executive Manager
First Way Property Management Services, LLC

"Thank you, Glenn, I appreciate your diligent responsiveness!"

-Mr. Alberto Collins, LCAM
Infinity Community Management, Inc.

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Reserve Study Institute

FREQUENTLY ASKED QUESTIONS (FAQs)

Q: Does a representative have to be on-site?

A: We recommend that someone be onsite because it improves the quality of our services. However, while preferable, it is not required.

Q: How long until we receive a report?

A: We always ask for more time than we think we need in our proposal because we want you to be pleasantly surprised when we are early rather than disappointed if we were to be late.

Q: Can we reserve money in case of hurricane damage?

A: Absolutely. We can generally reserve intangible items like hurricane damage, general contingency, or litigation reserves. However, we will only do this at your direction as we do not reserve for items that we cannot see like this without explicit direction.

Q: Do you have a vendor you recommend for a project?

A: No. Reserve Study Institute does not provide recommendations for ethical reasons.

Q: What do we do if we feel that the cost, remaining useful life, or quantity total should be changed?

A: After receiving the draft, we offer a complimentary editing process within a reasonable amount of time.

Q: Why is there a recommendation to get a quote from a third-party vendor?

A: Many components have variables that we cannot account for. For example, we do not account for any code violations. Using the wrong nail on a roof could be a code violation and require replacement.

Another example is shoreline restoration. There are many ways to restore a shoreline including grading, geotubing, netting, vegetation, and installing seawalls or rip rap. In this case, we find it best to consult with a certified expert to find what is best for your community.

Q: Can we reserve for repairs for certain items?

A: Yes. There are multiple ways to do this. One is by using the historical data of the repairs that have been done and basing the future repairs on that. Another way is to take a percentage of the total replacement cost and reserve that over a period of time.

For example, there was a study that had approximately $7 million in bridges. Taking 15% of that over 10 years allows them to reserve approximately $1 million for repairs every 10 years. This number should also be adjusted based on the age of the structure.

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The Agreement.

AGREEMENT

The content provided in the previous sections of this proposal is intended for informational purposes only and does not constitute a legally binding agreement. The legally binding terms and conditions of our services are exclusively outlined in this legal agreement section of the proposal. Clients are advised to carefully review and adhere to the terms set forth in this section of the proposal for the establishment of a contractual agreement with Reserve Study Institute, LLC. This disclaimer helps to distinguish the preliminary information, which is not legally binding, from the specific terms and conditions outlined in this agreement section, which hold legal significance.

SCOPE OF SERVICES

Our Responsibilities

Reserve Study Institute, LLC will perform its services as an independent contractor in accordance with our professional practice standards. Our compensation is not contingent upon our conclusions.

Levels of Service

We offer the following Reserve Study Levels of Service to Associations:

Level 1 – Reserve Study Level 1 with an on-site visual inspection and assessment of property condition. This level of service is offered to clients undertaking their first reserve study, and to Associations in need of a comprehensive review and audit of a previous reserve study The Association's asset component list and associated measurements are reviewed. Reporting detail includes comprehensive reporting with a full detailed component inventory, photographs, observations and recommendations, life and valuation estimates, fund status, and funding plan.

If this proposal is for the Association's initial reserve study, or a previous reserve study cannot be made available to us, then this level of service is required.

Level 2 – Reserve Study Level 2 update with an on-site visual inspection and property condition assessment. Level 2 reserve studies are for Associations that want to update a previous study. Most Associations will request a Level 2 report in the third year after the last site-visit-based reserve study. Reporting detail includes comprehensive reporting with a full detailed component inventory, photographs, observations and recommendations, life and valuation estimates, fund status, and funding plan.

Level 3 – Reserve Study Level 3 update with no on-site inspection or property condition assessment. This report is typically requested in the years immediately following a reserve study with an on-site review. A prior reserve study is required to establish the basis for the verification and quantification of the component inventory. Reporting detail is standard and includes component inventory, life and valuation estimates, fund status, and funding plan. No condition assessment or photo inventory will be included in the report.

Our inspection and analysis of the subject property is limited to visual observations and is noninvasive when we conduct Level 1 or Level 2 studies. Level 3 studies do not include a site visit for inspection. We will inspect sloped roofs from the ground. We will inspect flat roofs where safe access where safe access

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(stairs or ladder permanently attached to the structure) is available. The report is based upon a "snapshot in time" at the moment of our observations. Conditions can change between the time of inspection and the issuance of our report. Reserve Study Institute, LLC does not investigate, nor assume, any responsibility for any existence or impact of any hazardous materials, structural, or latent or hidden defects which may not be present on or within the property. Our opinions of estimated costs and remaining useful lives are not a guarantee of the actual costs of replacement, a warranty of the common elements or other property elements, or a guarantee of remaining useful lives. We are not licensed architects or engineers.

Services Available

Traditional Reserve Study

A Traditional Reserve Study is a comprehensive financial analysis conducted for a property that is for internal, budgetary purposes only. This study assesses the association's long-term capital needs by evaluating the condition and estimated useful life of various physical components, such as roofs, pavements, common areas, and building systems. The goal is to create a detailed reserve plan that outlines anticipated future repair and replacement costs, ensuring that adequate funds are set aside over time to cover these expenses.

Reporting Method

The Association will have the option to select from either a pooled (cash flow) method of reporting and/or a straight-line (component) method of reporting. The Association or its representative must prepare the allocations on a straight-line method in accordance with our components. We will not assist the Association with that process as it requires significant judgment. The Associations' reserve accounts will almost always differ from the reserve components identified in the reserve study. Therefore, we do not guarantee to correspond our study report to the Association's accounting records. **The pooled method of funding will be used unless the straight-line method is requested in writing at the time proposal acceptance is received.**

Your Responsibility

You agree to provide us with access to the subject property during our on-site visual inspection and tour. The Association, management, and/or the Board are responsible for assigning an appropriate individual as our primary point of contact to coordinate the reserve study and to provide to us to the best of their ability and if reasonably available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete our Study. You agree to pay reasonable attorneys' fees and any other costs incurred in the event we have to initiate litigation to collect any unpaid balance for our services. Management and the Board may be required to sign a representation letter that acknowledges the review and approval of the report.

Assumptions and Indemnification

We assume, without independent verification, the accuracy of all data provided to us. You agree to indemnify and hold us harmless against and from any and all losses, claims, actions, damages, expenses,

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liabilities, including reasonable attorney's fees, to which we may become subject in connection with this engagement, because of any false, misleading, or incomplete information that we have relied upon as supplied by you or others under your direction, or which may result from any improper use or reliance on the report by you or third parties under your control or direction. Your obligation for indemnification reimbursement and reimbursement shall extend to any controlling person of Reserve Study Institute, LLC, including any director, officer, employee, affiliate, or agent. Liability of Reserve Study Institute, LLC and its employees, affiliates, and agents for errors and omissions, if any, in this work is limited to the amount of its compensation for the work performed in this engagement. We are not licensed architects or engineers.

Report

Reserve Study Institute, LLC will complete the services in accordance with this Proposal based on your selection of Service Level and Reporting Detail. We will consider any additional information made available to us in the interest of promptly issuing a Final Report. However, the Report represents a valid opinion of our findings and recommendations and is deemed complete after we receive the signed management representation letter. We retain the right to withhold the Draft Report or Final Report if payment for services is not rendered in a timely manner.

Retention and Propriety of Work Papers

All files, work papers, or documents developed (the "work papers") by us during the course of the engagement is proprietary and remain our property. In all cases, we will retain our work papers for a period of three (3) years.

Restricted Use of Our Report

The use of our Report is limited to only the purpose stated herein. Any use or reliance for any other purpose, by you or third parties, is invalid. Our Reserve Study Report, in whole or part, is not and cannot be used as a design specification, design engineering services, or an appraisal. You may show our report in its entirety to those third parties who need to review the information contained herein. The Client and other third parties viewing this report should not reference our name or our report, in whole or in part, in any document prepared and/or distributed to third parties without our written consent. This report contains intellectual property developed by Reserve Study Institute, LLC specific to this engagement and cannot be reproduced or distributed to those who conduct reserve studies without the expressed written consent of Reserve Study Institute, LLC.

Client Confidentiality

By entering into his agreement, you grant us the rights and a perpetual license to use, reproduce, display, and distribute your association's name, logo, testimonials, and related information ("Client Information") for various purposes, including but not limited to creating training materials, advertising, promotions, testimonials, software development, and other commercial and non-commercial activities without compensation. However, we will maintain the confidentiality of all conversations, documents provided to us, and the contents of our reports, subject to legal or administrative processes or proceedings. These conditions can only be modified by written documents executed by both parties.

Software Development Disclaimer

Throughout the course of our engagement, you may come into contact with software, applications, or other intellectual property under development by us. It is essential to clarify that our collaboration does not constitute a joint venture, partnership, or any shared ownership in the development process. All rights, including but not limited to copyrights, trademarks, and intellectual property rights, associated

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with the software and related materials remain the sole and exclusive property of Reserve Study Institute, LLC and it's and its affiliates, subsidiaries, successors, assigns, and heirs. Any feedback, suggestions, or ideas provided by you in the course of our collaboration do not grant you any ownership or rights in the developed software. This disclaimer serves to make explicit that the software, its components, and associated intellectual property are proprietary assets and our property, and you shall have no claims or rights to assert ownership, authorship, or any form of intellectual property rights therein. Our collaboration is not intended to create any obligations on our part to share ownership or provide any proprietary rights in the developed software or any other intellectual property we develop.

PROPOSED TIMELINE

This proposal is valid for thirty (30) days from the day it is prepared. Price, timeline, terms, and availability may be subject to change thereafter.

We intend to have our Draft Report to you for review and approval on or around **November 15, 2026**. All documentation requested will need to be provided by the Association's representative to us at least sixty (60) days prior to the date we anticipate having the Draft Report to you. If an onsite visit is necessary, then we require the onsite visit at least sixty (60) days before the date we anticipate having the Draft Report to you. You will be given a period of thirty (30) days from the date of receipt of the initial report to review and provide any edits, comments, or issues to us. In the absence of any response, edits, or issues raised, the report shall be deemed accepted as presented and we reserve the right to issue a final signed copy of the report. All edits, comments, or issues pertaining to the report must be presented in writing in a single email within the specified thirty (30) day review period. We shall not be obligated to consider or address edits submitted in a piecemeal fashion or through multiple, separate communications. This clause ensures that all edits are presented in an organized manner and helps us efficiently process these edits.

Our proposed timeline is based on the anticipated cooperation from your personnel. You agree to indemnify us if we are unable to meet the proposed timeline if you require rescheduling or rescheduling due to inclement weather, transportation issues (such as canceled or delayed flights), or any other issues that are reasonably beyond our control. We will attempt to reschedule any onsite visits, if necessary, and complete our services as soon as reasonably possible. However, you understand that if rescheduling is needed for any reason, we provide no assurance or guarantee of when we will be able to reschedule given that we may have other client commitments. Our Final Report will be issued to you in electronic format only.

Multiple Reports Needed

Our report is designed to yield one (1) reserve contribution for all components included in that report. Unless otherwise noted, this proposal will have one (1) recommended contribution amount for one (1) client. If there are multiple associations, multiple neighborhoods with separate budgets, or some components are not shared equally by all owners, then separate reports will be needed. We will proceed with producing one (1) report as per this proposal unless we receive written authorization via email to proceed at an agreed-upon fee for service for the additional work in the event multiple reports are needed.

Not Engineers or Architects

Reserve Study Institute, LLC is not a licensed architectural or engineering firm and this proposal is not for design, build, construction, or engineering purposes.

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FEES AND BILLING

Billing and Fee for Services and Conditions

The retainer, if any, is due upon acceptance of the proposal for services, and no work will commence until the retainer has been received by Reserve Study Institute, LLC. The Association may be progress billed as work proceeds with payment due immediately upon request as outlined in the fee schedule summary on the signature page of this proposal. Otherwise, the payment of all fees is due when we deliver or try to deliver the receipt of the Draft Report by email.

We do **NOT** charge any out-of-pocket costs for mileage, travel, lodging, or meals for a single trip. However, if a second trip is required through no fault of Reserve Study Institute, LLC, additional charges for travel, lodging, and other associated costs will apply. Mileage will be reimbursed based on IRS-approved mileage rates at the time of travel if a second trip is required. We reserve the right to suspend all work if there is an outstanding balance of more than thirty (30) days from the date of the invoice. Any outstanding balance after thirty (30) days from the date of the invoice will also be subject to an interest charge of 1.5% per month. Any litigation necessary to collect an unpaid balance shall be venued in Duval County of Florida. The Association will be responsible for payment of reasonable attorney fees to Reserve Study Institute, LLC in the event of litigation to collect any unpaid balances and reserves the right to charge the Association any and all fees, including mileage, meals, lodging, and other associated out-of-pocket costs incurred during the first trip in the event collections proceeding are initiated due to a delay in timely payment.

SUMMARY

We look forward to working with your Association on this effort, and should you have any questions regarding our proposal, please contact our office at (904) 568-2839.

Respectfully Submitted,

Reserve Study Institute, LLC

Reserve Study Institute, LLC
Jacksonville, Florida

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Reserve Study Institute

Acceptance of Proposal

Please select one box below to indicate the service selected:

Fee Schedule for Service Level			
Service Includes	Traditional Reserve Study		
	Level 1	Level 2	Level 3
Full Reserve Study	✓		
Establish Reserve Quantities	✓		
Establish Component List	✓		
Site Visit	✓	✓	
Condition Assessment	✓	✓	
Photo Inventory	✓	✓	
Component Inventory	✓	✓	✓
Life & Value Estimates	✓	✓	✓
Reserve Funding Plan	✓	✓	✓
When Payment Due	Fee for Service		
Retainer Prior to Start	N/A	N/A	N/A
Due Upon Draft Report	$ 1,350	N/A	N/A
Total Fee For Service	$ 1,350	N/A	N/A
Select One to Select Service	☒	☐	☐

NOTE: A Level I/Initial Study is required if no previous study is available.

I have read, understand, and accept the terms of the proposal and acknowledge that I have the authority to legally bind the Association to this agreement. I hereby acknowledge that I understand Reserve Study Institute, LLC is not operating as a licensed engineering or architectural firm.

ASSOCIATION REPRESENTATIVE:

_____ _____

Name **Date**

_____ _____

Signature **Title**

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Reserve Study Institute

Addendum – Additional Reports

Level of Service	Level 1	Level 2	Level 3
Due Upon Draft Report			
Willow Wood I CDD	$ 1,150	N/A	N/A
Willow Wood II CDD	$ 1,500	N/A	N/A
Total Fee for Service	$ 2,650	N/A	N/A

We will issue separate reports for each of the entities, associations, or budgets listed above. The fees for service here are presented solely for breakdown of fee for service earlier in proposal by reporting entity – it is NOT a duplicate fee for service.

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Only When Ready.

SECTION 8

SECTION C

WILLOW CREEK I AND II CDD

October 2026 Field Report

FIELD SUPERVISOR REPORT
Nicole Corbin
ncorbin@calmfla.com
Phone# 954-721-8681 ex.229

WILLOW CREEK I AND II CDD

Field

- Erosion issues
  - Repair Phase 1- Pecorino and Turchetta regrade and cord grass
    - Currently planning on November start date
- Tree/Plant install as soon as second pump is installed
- Proposals
  - Robertson's
  - Entrance Sign Painting
    - Quality Designs
    - Don Bell Signs, LLC
      - $4800
  - Superior Fence
    - Repair Hinge on pond gate

LAKES

- Ponds were treated by Solitude.
  - Will be out this week or next to treat growth in larger two ponds with boat
- MES repair was completed by Cordero

Clubhouse

- AC was fixed
- Proposals
  - Pickleball nets
  - Christmas Lights
    - Brevard Lights
  - Pressure Washing
    - Beacon
      - Clubhouse
      - Median between clubhouse entrance and Fortana Way

SECTION i

ESTIMATE	#22644
ESTIMATE DATE	Sep 18, 2026
EXPIRATION DATE	Oct 18, 2026
TOTAL	$1,398.00

Willow Creek II CDD
1756 Pecorino Ct
Titusville, FL 32780

(321) 604-9098
ncorbin@calmfla.com

CONTACT US

560 Solutions Way
Rockledge, FL 32955

(321) 507-4851
info@beaconcleaningfl.com

ESTIMATE

Option #1

Services	qty	unit price	amount
Exterior Cleaning Complete cleaning of Clubhouse exterior- removing all mold/mildew, dirt, and debris.	1.0	$699.00	$699.00
Pressure Washing Complete cleaning of patio and walkways including spot cleaning around downspouts.	1.0	$399.00	$399.00
Pool/Patio Furniture Cleaning Complete cleaning of all furniture on pool deck and in covered patio area.	1.0	$300.00	$300.00
Pool Pump Drain Cleaning Clean out pool pump drain- complimentary w/ above services.	1.0	$0.00	$0.00

Services subtotal: $1,398.00

Subtotal	$1,398.00
Total	**$1,398.00**

ESTIMATE	#22645
ESTIMATE DATE	Sep 18, 2026
EXPIRATION DATE	Oct 18, 2026
TOTAL	$1,500.00

Willow Creek II CDD
1756 Pecorino Ct
Titusville, FL 32780

(321) 604-9098
ncorbin@calmfla.com

CONTACT US

560 Solutions Way
Rockledge, FL 32955

(321) 507-4851
info@beaconcleaningfl.com

ESTIMATE

Option #1

Services	qty	unit price	amount
Pressure Washing	1.0	$1,500.00	$1,500.00
Complete cleaning of island curbing along Willow Creek Blvd. from Prosecco Ln going down turn for Clubhouse- removing all mold/mildew, dirt, debris, and irrigation stains to the best of Beacon's ability. See attached map.			

Services subtotal: $1,500.00

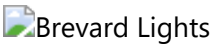
Total **$1,500.00**

SECTION ii

Please review the estimate to accept or reject

Reject Estimate | Accept Estimate

ESTIMATE



Brevard Lights
(321) 499-9066
Melbourne, FL, 32940
US
brevardlights.com

Billed to
Willow Creek CDD
(321) 604-9098
ncorbin@calmfla.com
1756 Pecorino Ct
TITUSVILLE, FL 32796

Estimate No EST-163

Issue Date October 1, 2026

Expiry Date October 31, 2026

ITEM NAME	SUBTOTAL
Front Section of Building - Lights $12.00 x 100	$1,200.00
Right Face of Building - Lights $12.00 x 50	$600.00
Left Face of Building - Lights $12.00 x 50	$600.00
Back Face of Building - Lights $12.00 x 350	$4,200.00

Entrance Sign - Lights $12.00 x 200	$2,400.00
48" Lit Wreath for Entrance Sign $300.00 x 2	$600.00
48" Lit Wreath for Front Face of Building $300.00 x 1	$300.00

Subtotal	$9,900.00
Amount Due (USD)	**$9,900.00**

Terms & Notes:

Same design and price as last year.

Here's how it works:

We supply, install, maintain, take down, and store everything for you. You don't buy lights, you don't store them, and you don't deal with problems. If a bulb goes out, we fix it within 48 hours. At the end of the season, we remove everything and keep it safe for next year.

Your community stays lit, maintained, and holiday-ready!

And best of all—you're in control. Each line item is optional, so you can opt in or opt out of any part of the service to fit your budget and preferences.

Upon acceptance, a 30% deposit will be required. The remaining balance will be due after installation.

SECTION iii

ESTIMATE

Robertson's Lawns Inc.
580 Cox Rd
Cocoa, FL 32926-4214

accounting@robertsonlandscape.com
+1 (321) 422-3844

Bill to
Willow Creek II Community Development District
219 E. Livingston Street
Orlando, FL 32801 US

Estimate details
Estimate no.: 2928
Estimate date: 09/29/2026

P.O. Number: Enhancements
Sales Rep: Krista Vaughan

#	Product or service	Description	Qty	Rate	Amount
1.	**4005 Enhancements**	Remove 11 Magnolia trees including stump grind at entrance to increase visibility of sign.	11	$200.00	$2,200.00
2.	**4005 Enhancements**	1498 Verdello- dirt and sod for side yard #3 pallets and 5 CY of dirt to bring grade up and fill in erosion.	1	$2,100.00	$2,100.00
3.	**4005 Enhancements**	1421 Pecorino- cord grass for back yard #160 plants and fill dirt. (Back yard is larger at roughly 120ft long)	1	$3,800.00	$3,800.00
4.	**4005 Enhancements**	1407 Verdello- trenching for roots to break them up and bring in 1 pallet sod.	1	$1,200.00	$1,200.00

Total **$9,300.00**

Accepted date

Accepted by

SECTION iv

SECTION 2

Proposal #3375798

Nicole Corbin
ncorbin@calmfla.com
(321) 604-9098
1756 Pecorino Ct
Titusville, FL 32780

Proposal #	3375798
Proposal Date	9/22/2026
Proposal Amount	$4,000.00
Job Address	1756 Pecorino Ct Titusville, FL 32780

Quality Designs Painting LLC. License# 07_PT-CT-00076
360 Thor Ave SE STE #4
Palm Bay, FL 32909
Phone: (772) 224-7276

General Project Expectations & Notes

Line Items

Product / Service	Quantity	Price	Subtotal	Tax	Total
HOA Entrance Monument Painting **HOA Entrance Monument Painting**	1.00	$4,000.00 / Ea	$4,000.00	$0.00	$4,000.00

Preparation

- Powerwash monument surface to remove dirt, debris, and loose paint
- Allow surface to dry completely before application

Application

- Apply sealer to prepared monument surface
- Apply topcoat to complete the finish

Areas of Application

- HOA entrance monument sign

Subtotal	$4,000.00
Tax	$0.00
Total	**$4,000.00**

Proposal Summary

Line Item Total	$4,000.00
Proposal Total	**$4,000.00**

Deposit Required

$2,000.00 (50.00%)

Terms and Conditions

We propose hereby to furnish material and labor - complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to the specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. Client has a (3) day right to cancel without loss of deposit.

Sign And Date To Accept Proposal:

Customer Signature: Date:

SECTION V

General Information

Proposal Submitted To

Contact Name: Nicole Corbin
Account Name: Willow Creek
Bill To: 8050 Cleveland Ave NW
North Canton, OH, 44720

Email: ncorbin@calmfla.com

Location

Project Name: Willow Creek - Pickleball Nets
Project Address: 1756 Pecorino Court
Titusville, FL 32780
US

Created Date: August 26, 2026
Created By: Tavie Wilson

Pricing

Replace 2 PB Nets. Total Amount: $1,500.00

Site Terms

Material is guaranteed to be as specified and work will be according to standard practices. Changes from specifications involving additional costs will only be done upon a written order and will become an extra above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days. Completed work performed will be invoiced monthly based upon schedule of values.

Scope of Work

- Mobilization.
- Furnish and install two (2) new pickleball nets.

OPTION #1:
Provide two (2) pickleball nets without installation $875.00 total (plus shipping and tax)

Notes:

- Owner to provide suitable access for equipment, water, and electric as required.
- Should owner request additional material applied or other work performed which is not outlined above, it will be at an extra cost.

Warranties/Exclusions:

Nidy Sports Construction offers a one (1) year warranty on all civil work. Problems from normal wear, vandalism and improper care are excluded.

Acceptance

Work performed in addition to the specifications listed above require additional charges. Upon acceptance, please sign and return one copy.
ACCEPTANCE: The above specifications, conditions, and price(s) are acceptable. I authorize Nidy to do the work as specified.

Date Of Acceptance: _____ Acceptance Signature: _____

Approved amount including accepted Option(s): $ _____ Please indicate selected Option(s): _____



Project Information Sheet

Completed form must accompany signed contract/proposal

Owner Name and Physical Address:

Project Name and Physical Site Address:

Billing Name and Address:

Billing Email:

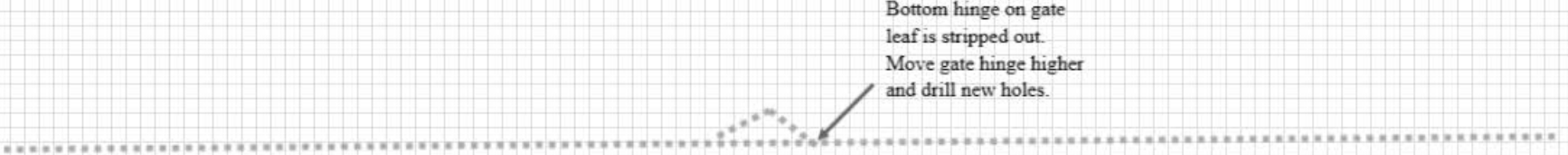
Project Manager's Contact Name, Phone & Email Address:

Name:

Phone:

Email:

SECTION vi



1954 Corvina

FENCE FOOTAGE CONTAINED IN THIS PROPOSAL IS APPROXIMATE BASED ON THE FIELD MEASUREMENTS,
FINAL PRICE WILL BE ADJUSTED BASED ON ACTUAL FOOTAGE USED, AS SET FORTH IN THE TERMS AND CONDITIONS.

"ABOVE AND BEYOND"

Today's Price: **Repair aluminum gate**	**$489.25**

SECTION 9

SECTION A

Willow Creek II
COMMUNITY DEVELOPMENT DISTRICT

Funding Request list

Date	*Funding Requests*	*Amount*
8/14/2026	*FR#23*	$56,860.15
	TOTAL	**$56,860.15**

Willow Creek II

Community Development District

BILL TO: KB Home - Orlando
9102 Southpark Center Loop
Suite 100
Orlando, FL 32819
Robertson Michael mjrobertson@kbhome.com
Taveras, Yajaira ydtaveras@kbhome.com
Sesto Eileen esesto@kbhome.com

August 14, 2026
Funding Request #23

	PAYEE			GENERAL FUND
1	**Robertson's Lawns Inc.**			
	Inv#26-001442	August Lawn Maintenance	$	13,500.00
	Inv#26-001454	August Add Lawn Maintenance Phase 2	$	11,000.00
	Inv#26-001300	Irrigation Repairs	$	965.11
	Inv#26-001345	Irrigation Repairs	$	619.44
	Inv#26-001349	Tree report for 8178 Cortese Dr	$	175.00
	Inv#26-001455	Irrigation Repairs	$	269.45
	Inv#26-001502	Irrigation Repairs	$	388.46
2	**Community Association Lifestyle Management II**			
	Inv#10	August - Amenity Mgmt and Field service	$	7,951.00
3	**GMS-CF**			
	Inv#23	August - Administration	$	3,250.00
4	**CSS Clean Star Service**			
	Inv#18586	July - monthly cleaning	$	2,350.00
5	**Kilinski Wyk PLLC**			
	Inv#15503	General 6/1 - 6/30/26	$	2,248.00
6	**Solitude Lake Management**			
	Inv#PSI289800	August - Lake maintenance	$	1,635.00
7	**Strada Security**			
	Inv#0826362545	August - Monitoring service	$	85.99
	Inv#445631068	Diagnostic and repair WRGFI replacement	$	433.00
8	**FPL**			
	Account#64812-20447	Pool 6/12- 7/14/26	$	1,339.85
	Account#99447-10442	Clubhouse 6/12 - 7/14/26	$	922.29
	Account#86249-25320	Irrigation 6/12 - 7/14/26	$	223.31
	Account#07909-06168	Irrigation 6/15 - 7/14/27	$	608.16
	Account#64812-20447	Pool 7/14-8/13/26	$	1,426.07
	Account#99447-10442	Clubhouse 7/14-8/13/26	$	1,010.11
	Account#86249-25320	Irrigation 7/14-8/13/26	$	105.09
	Account#07909-06168	Irrigation 7/14-8/13/26	$	625.52
9	**City of Titusville**			
	Acct#141914	Water/Sewer Clubhouse 6/2-6/30/26	$	640.15
	Acct#143893	Water/Sewer Torbate Trl 6/2-6/30/26	$	108.70
	INV-PSDP26-000130	Site Permit - Class 1 for tree removal between residents lot and conservation behind 8179 Cortese Dr	$	105.95
10	**Loggins Pools LLC**			
	Inv# 35272	August Pool service	$	2,000.00
11	**Spectrum**			
	Inv#0595015051326	TV/Internet 8/13-9/12/26	$	302.22
12	**Honeycutt & Associates Inc**			
	Inv#25912-6	Engineer service	$	843.75
	Inv#25912-5	Engineer service	$	4,908.75
13	**USA Today**			
	Inv#0007823361	Legal Ad - Budget and assessment	$	2,219.78
	Estopples - Sold lots		$	(5,400.00)
	TOTAL		**$**	**56,860.15**

Please make check payable to:

Willow Creek II Community Development District
5385 N Nob Hill Road
Sunrise, FL 33351

Willow Creek II
COMMUNITY DEVELOPMENT DISTRICT

Funding Request list

Date	*Funding Requests*	*Amount*
9/17/2026	*FR#24*	$84,800.40
	TOTAL	**$84,800.40**

Willow Creek II

Community Development District

BILL TO: KB Home - Orlando
9102 Southpark Center Loop
Suite 100
Orlando, FL 32819
Robertson Michael mjrobertson@kbhome.com
Taveras, Yajaira ydtaveras@kbhome.com
Sesto Eileen esesto@kbhome.com

September 17, 2026
Funding Request #24

	PAYEE			GENERAL FUND
1	**Robertson's Lawns Inc.**			
	Inv#26-001645	September Lawn Maintenance	$	13,500.00
	Inv#26-001656	September Add Lawn Maintenance Phase 2	$	11,000.00
	Inv#26-001688	Irrigation Repairs	$	469.63
	Inv#26-001691	Removal of fallen tree behind 7681 Prosecco Ln	$	250.00
	Inv#26-001710	Entrance Clean up/ Install	$	16,400.00
2	**Community Association Lifestyle Management II**			
	Inv#11	September - Amenity Mgmt and Field service	$	7,951.00
3	**GMS-CF**			
	Inv#26	September - Administration	$	3,459.17
4	**CSS Clean Star Service**			
	Inv#18853	August - monthly cleaning	$	2,400.00
5	**Kilinski Wyk PLLC**			
	Inv#15702	General 7/1 - 7/31/26	$	1,081.00
	Inv#15703	Contruction 7/21/26	$	118.00
	Inv#15939	General 8/1 - 8/31/26	$	1,078.25
6	**Solitude Lake Management**			
	Inv#PSI298545	September - Lake maintenance	$	1,635.00
7	**Strada Services**			
	Inv#0926366671	September - Monitoring service	$	85.99
	Inv#468746303	Electrical Service diagnostics fee	$	288.00
8	**FPL**			
	Account#64812-20447	Pool 8/13-9/14/26	$	1,436.89
	Account#99447-10442	Clubhouse 8/13-9/14/26	$	1,132.01
	Account#86249-25320	Irrigation 8/13-9/14/26	$	156.64
	Account#07909-06168	Irrigation 8/13-9/14/26	$	625.09
9	**City of Titusville**			
	Acct#141914	Water/Sewer Clubhouse 6/30-8/4/26	$	911.75
	Acct#143893	Water/Sewer Torbate Trl 6/30-8/4/26	$	124.76
10	**Loggins Pools LLC**			
	Inv# 36120	September Pool service	$	2,000.00
11	**Spectrum**			
	Inv#0595015051326	TV/Internet 9/13-10/12/26	$	302.22
12	**Massey Service**			
	Inv#71951330	Pest Prevention quarterly	$	195.00
13	**Ardent Fitness**			
	Inv#260513 SVC	Installation of Warranty Parts	$	150.00
14	**Cordero Service Enterprises**			
	Inv#20261402	MES Pump Pond Repair	$	25,975.00
	Inv#20261403	Amenity Demo	$	1,975.00
	Estopples - Sold lots		$	(9,900.00)
	TOTAL		**$**	**84,800.40**

Please make check payable to:

Willow Creek II Community Development District
5385 N Nob Hill Road
Sunrise, FL 33351

SECTION B

Willow Creek II

Community Development District

Unaudited Financial Reporting

August 31, 2026

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Willow Creek II

Community Development District

Combined Balance Sheet

August 31, 2026

	General Fund	*Debt Service Fund*	*Capital Project Fund*	*Totals Governmental Funds*
Assets:				
Cash:				
Operating Account	$ 48,238	$ -	$ -	$ 48,238
Due from Willow Creek CDD*	126,764	-	-	126,764
Investments:				
Series 2026				
Reserve	-	266,773	-	266,773
Cap Interest	-	130,519	-	130,519
Construction	-	-	1,837,433	1,837,433
Cost of Issuance	-	-	10,334	10,334
Deposits	5,263	-	-	5,263
Total Assets	**$ 180,266**	**$ 397,292**	**$ 1,847,767**	**$ 2,425,325**
Liabilities:				
Accounts Payable	$ 38,231	$ -	$ -	$ 38,231
Clubhouse Deposits	500	-	-	500
Total Liabilites	**$ 38,731**	**$ -**	**$ -**	**$ 38,731**
Fund Balance:				
Nonspendable:				
Deposits	$ 5,263	$ -	$ -	$ 5,263
Restricted for:				
Debt Service	-	397,292	-	397,292
Capital Project			1,847,767	1,847,767
Assigned for:				
Unassigned	136,271	-	-	136,271
Total Fund Balances	**$ 141,534**	**$ 397,292**	**$ 1,847,767**	**$ 2,386,594**
Total Liabilities & Fund Balance	$ 180,266	$ 397,292	$ 1,847,767	$ 2,425,325

* Funds will be received in October 2026

Willow Creek II

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2026

	Adopted Budget	Prorated Budget Thru 08/31/26	Actual Thru 08/31/26	Variance
Revenues:				
Developer Contribution	$ 825,696	$ 488,165	$ 488,165	$ -
Special Assessments-Sold lots	-	-	88,200	88,200
Clubhouse Revenue	-	-	2,025	2,025
Interest Income	-	-	21	21
Misc. Income	-	-	4,000	4,000
Interlocal-Governmental Revenue*	139,053	127,466	126,764	(701)
Total Revenues	**$ 964,749**	**$ 615,630**	**$ 709,175**	**$ 93,545**
Expenditures:				
General & Administrative:				
Engineering	$ 20,000	$ 18,333	$ 7,553	$ 10,781
Attorney	40,000	36,667	16,548	20,119
Annual Audit	4,900	4,900	3,200	1,700
Assessment Administration	2,500	-	-	-
Arbitrage Rebate	550	-	-	-
Dissemination Agent	2,500	-	-	-
Management Fees	36,000	33,000	33,000	-
Property Appraiser	150	-	-	-
Information Technology	1,000	917	917	0
Website Maintenance	2,000	1,833	1,833	(0)
Postage & Delivery	800	733	445	288
Insurance General Liability	8,879	8,879	7,450	1,429
Printing & Binding	500	458	-	458
Legal Advertising	5,000	4,583	3,115	1,468
Other Current Charges	1,000	917	568	349
Office Supplies	100	92	0	91
Dues, Licenses & Subscriptions	175	175	175	-
Fist Quarter Operating Capital	253,160	232,063	-	232,063
Total General & Administrative	**$ 383,214**	**$ 347,217**	**$ 74,804**	**$ 272,413**
Operations & Maintenance				
Field Expenditures				
Field Management	$ 13,212	$ 12,111	$ 12,111	$ -
Utility-Irrigation	-	-	6,679	(6,679)
Irrigation Maintenance	4,800	4,400	8,855	(4,455)
Landscape Maintenance	176,340	161,645	206,211	(44,566)
Mulch	45,000	41,250	4,875	36,375
Pest Control	1,000	917	-	917
Lake Maintenance	16,020	14,685	23,885	(9,200)
Wetlands/Preserves	5,000	4,583	-	4,583
Pressure Washing	5,000	4,583	-	4,583
Contingency	10,000	10,000	39,776	(29,776)
Subtotal Field Expenditures	**$ 276,372**	**$ 254,174**	**$ 302,392**	**$ (48,218)**

Willow Creek II

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2026

	Adopted Budget	Prorated Budget Thru 08/31/26	Actual Thru 08/31/26	Variance
Amenity Expenditures				
Management Fees	$ 82,200	$ 75,350	$ 75,350	$ -
Access Control	2,867	2,628	1,296	1,332
Alarm Monitoring	1,020	935	-	935
Pool Monitoring	1,020	935	-	935
Utility - Electric	22,800	20,900	23,093	(2,193)
Utility - Water & Sewer	7,200	6,600	5,770	830
Cable/Internet Services	2,220	2,035	3,395	(1,360)
Property Insurance	14,861	14,861	20,161	(5,300)
Propery Taxes	-	-	2,465	(2,465)
Landscape Maintenance	15,660	14,355	15,645	(1,290)
Landscape Replacement	4,095	3,754	1,995	1,759
Pest Control	780	715	780	(65)
Pool & Spa Maintenance	24,000	22,000	31,479	(9,479)
Repairs and Maintenance	29,485	27,028	4,722	22,305
Janitorial Maintenance	28,200	25,850	25,500	350
Janitorial Supplies	2,252	2,064	-	2,064
Office Equipment Maintenance	2,662	2,440	-	2,440
Office Supplies/Clubhouse Supplies	4,000	3,667	493	3,174
Air Conditioning Maintenance	2,300	2,108	-	2,108
Fitness Equipment Maintenance	5,324	4,880	150	4,730
Window Cleaning/Pressure Cleaning	5,325	4,881	3,148	1,733
Porter Service	4,400	4,033	-	4,033
Trash Collection	800	733	-	733
Special Events	18,682	17,125	-	17,125
Holiday Lighting	13,010	13,010	9,900	3,110
Capital Reserve	10,000	9,167	-	9,167
Capital Outlay	-	-	2,440	(2,440)
Subtotal Amenity Expenditures	**$ 305,163**	**$ 282,055**	**$ 227,781**	**$ 54,274**
Total Operations & Maintenance	**$ 581,535**	**$ 536,230**	**$ 530,173**	**$ 6,056**
Total Expenditures	**$ 964,749**	**$ 883,447**	**$ 604,978**	**$ 278,469**
Excess (Deficiency) of Revenues over Expenditure	$ -	$ (267,817)	$ 104,197	$ 372,014
Net Change in Fund Balance	**$ -**	**$ (267,817)**	**$ 104,197**	**$ 372,014**
Fund Balance - Beginning	$ -		$ 37,337	
Fund Balance - Ending	**$ -**		**$ 141,534**	

*Interlocal-Governmental Revenue shared with Willow Creek 23.91%

Willow Creek II

Community Development District

Debt Service Fund Series 2026

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2026

	Adopted Budget	Prorated Budget Thru 08/31/26	Actual Thru 08/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	$ -	$ -	$ -	$ -
Special Assessments - Direct Bill	-	-	-	-
Special Assessments - Prepayments	-	-	-	-
Interest Income	-	-	911	911
Total Revenues	**$ -**	**$ -**	**$ 911**	**$ 911**
Expenditures:				
Interest - 11/01	$ -	$ -	$ -	$ -
Interest - 5/01	-	-	-	-
Principal - 5/01	-	-	-	-
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
Excess (Deficiency) of Revenues over Expenditure	$ -	$ -	$ 911	$ 911
Other Financing Sources/(Uses):				
Transfer In/(Out)	$ -	$ -	$ -	$ -
Bond Proceed	-	-	396,381	396,381
Total Other Financing Sources/(Uses)	$ -	$ -	$ 396,381	$ 396,381
Net Change in Fund Balance	**$ -**	**$ -**	**$ 397,292**	**$ 397,292**
Fund Balance - Beginning	$ -		$ -	
Fund Balance - Ending	**$ -**		**$ 397,292**	

Willow Creek II

Community Development District

Capital Projects Fund Series 2026

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2026

	Adopted Budget	Prorated Budget Thru 08/31/26	Actual Thru 08/31/26	Variance
Revenues				
Interest Income	$ -	$ -	$ 10,801	$ 10,801
Total Revenues	**$ -**	**$ -**	**$ 10,801**	**$ 10,801**
Expenditures:				
Improvements	$ -	$ -	$ 5,281,673	$ (5,281,673)
Cost of Issuance	-	-	340,550	(340,550)
Total Expenditures	**$ -**	**$ -**	**$ 5,622,223**	**$ (5,622,223)**
Excess (Deficiency) of Revenues over Expenditure	**$ -**	**$ -**	**$ (5,611,423)**	**$ (5,611,423)**
Other Financing Sources/(Uses)				
Transfer In/(Out)	$ -	$ -	$ -	$ -
Bond Proceed	-	-	7,478,619	7,478,619
Original Issue Discount	-	-	(19,429)	(19,429)
Total Other Financing Sources (Uses)	**$ -**	**$ -**	**$ 7,459,190**	**$ 7,459,190**
Net Change in Fund Balance	**$ -**		**$ 1,847,767**	
Fund Balance - Beginning	$ -		$ -	
Fund Balance - Ending	**$ -**		**$ 1,847,767**	

Willow Creek II

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total	TRUE UP 23.91%
Revenues:														
Developer Contribution	$ 19,450	$ 69,935	$ 33,964	$ 52,204	$ 44,745	$ 11,747	$ 34,916	$ 46,895	$ 61,436	$ 56,012	$ 56,860	$ -	$ 488,165	$ -
Special Assessments-Sold lots	-	7,200	12,600	1,800	4,500	27,900	3,600	3,600	10,800	7,200	9,000	-	88,200	-
Clubhouse Revenue	250	-	-	250	-	325	300	350	850	(500)	200	-	2,025	-
Interest Income	-	-	-	-	-	-	21	-	-	-	-	-	21	-
Misc. Income	-	-	-	-	-	-	-	-	-	-	4,000	-	4,000	-
Interlocal-Governmental Revenue*	10,687	12,765	9,217	8,278	10,250	9,111	10,923	12,018	15,500	10,958	17,056	-	126,764	**126,764**
Total Revenues	**$ 30,387**	**$ 89,901**	**$ 55,782**	**$ 62,532**	**$ 59,495**	**$ 49,083**	**$ 49,760**	**$ 62,862**	**$ 88,585**	**$ 73,670**	**$ 87,117**	**$ -**	**$ 709,175**	**$ 126,764.48**
Expenditures:														
General & Administrative:														
Engineering	$ -	$ -	$ 1,800	$ -	$ -	$ -	$ -	$ -	$ 4,909	$ 844	$ -	$ -	$ 7,553	$ -
Attorney	2,526	3,129	911	1,169	146	870	1,964	1,309	2,248	1,199	1,078	-	16,548	-
Annual Audit	-	-	3,200	-	-	-	-	-	-	-	-	-	3,200	-
Assessment Administration	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fees	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	33,000	-
Property Appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Information Technology	83	83	83	83	83	83	83	83	83	83	83	-	917	-
Website Maintenance	167	167	167	167	167	167	167	167	167	167	167	-	1,833	-
Postage & Delivery	1	-	-	-	-	-	-	90	1	352	-	-	445	-
Insurance General Liability	7,450	-	-	-	-	-	-	-	-	-	-	-	7,450	-
Printing & Binding	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Legal Advertising	-	222	673	-	-	-	-	-	-	2,220	-	-	3,115	-
Other Current Charges	40	33	50	56	70	38	28	56	42	79	76	-	568	-
Office Supplies	0	-	-	-	-	-	-	-	0	0	-	-	0	-
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175	-
Total General & Administrative	**$ 13,442**	**$ 6,634**	**$ 9,885**	**$ 4,475**	**$ 3,466**	**$ 4,158**	**$ 5,242**	**$ 4,704**	**$ 10,450**	**$ 7,944**	**$ 4,404**	**$ -**	**$ 74,804**	**$ -**
Operations & Maintenance														
Field Expenditures														
Field Management	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ 1,101	$ -	$ 12,111	**$ 2,895.74**
Utility-Irrigation	-	279	431	665	500	485	1,048	693	940	855	782	-	6,679	**1,596.87**
Irrigation Maintenance	-	-	432	250	-	1,125	973	-	3,023	2,194	858	-	8,855	**2,117.25**
Landscape Maintenance	14,695	14,695	17,295	14,695	14,695	15,970	18,695	23,195	26,895	22,725	22,656	-	206,211	**49,305.04**
Mulch	-	-	-	-	-	-	-	-	4,875	-	-	-	4,875	**1,165.61**
Pest Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lake Maintenance	1,335	1,335	1,335	1,335	1,335	1,335	1,335	1,635	9,635	1,635	1,635	-	23,885	**5,710.90**
Wetlands/Preserves	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pressure Washing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	9,400	-	4,401	-	-	-	25,975	-	39,776	**9,510.55**
Subtotal Field Expenditures	**$ 17,131**	**$ 17,410**	**$ 20,594**	**$ 18,046**	**$ 27,031**	**$ 20,016**	**$ 27,554**	**$ 26,624**	**$ 46,469**	**$ 28,510**	**$ 53,007**	**$ -**	**$ 302,392**	**$ 72,301.95**

Willow Creek II

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total	TRUE UP
Amenity Expenditures														
Management Fees	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ 6,850	$ -	$ 75,350	**$ 18,016.19**
Access Control	86	86	86	86	86	436	86	86	86	86	86	-	1,296	**309.85**
Alarm Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Pool Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Utility - Electric	2,168	2,005	2,261	2,246	2,056	1,994	1,464	1,631	2,262	2,436	2,569	-	23,093	**5,521.48**
Utility - Water & Sewer	335	523	420	641	522	507	676	589	641	913	2	-	5,770	**1,379.59**
Cable/Internet Services	399	293	293	293	302	302	302	302	302	302	302	-	3,395	**811.64**
Property Insurance	12,000	7,797	-	364	-	-	-	-	-	-	-	-	20,161	**4,820.50**
Propery Taxes	-	2,465	-	-	-	-	-	-	-	-	-	-	2,465	**589.37**
Landscape Maintenance	1,305	1,305	1,305	1,305	1,305	1,305	1,305	1,305	1,305	1,950	1,950	-	15,645	**3,740.72**
Landscape Replacement	125	-	-	-	-	1,870	-	-	-	-	-	-	1,995	**477.00**
Pest Control	-	195	-	195	-	-	-	195	-	-	195	-	780	**186.50**
Pool & Spa Maintenance	2,000	2,000	2,000	2,000	2,000	2,000	2,000	9,139	4,339	2,000	2,000	-	31,479	**7,526.54**
Repairs and Maintenance	-	260	-	294	144	525	-	1,091	-	433	1,975	-	4,722	**1,129.14**
Janitorial Maintenance	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,350	2,350	2,400	-	25,500	**6,097.05**
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Office Equipment Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Office Supplies/Clubhouse Supplies	-	-	-	-	272	-	-	-	222	-	-	-	493	**117.91**
Air Conditioning Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Fitness Equipment Maintenance	-	-	-	-	-	-	-	150	-	-	-	-	150	**35.87**
Window Cleaning/Pressure Cleaning	-	-	-	-	-	-	3,148	-	-	-	-	-	3,148	**752.69**
Porter Service	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Trash Collection	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Holiday Lighting	-	9,900	-	-	-	-	-	-	-	-	-	-	9,900	**2,367.09**
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Capital Outlay	-	-	2,440	-	-	-	-	-	-	-	-	-	2,440	**583.40**
Subtotal Amenity Expenditures	**$ 27,568**	**$ 35,980**	**$ 17,956**	**$ 16,575**	**$ 15,837**	**$ 18,089**	**$ 18,132**	**$ 23,638**	**$ 18,357**	**$ 17,320**	**$ 18,329**	**$ -**	**$ 227,781**	**$ 54,462.52**
Total Operations & Maintenance	**$ 44,699**	**$ 53,390**	**$ 38,550**	**$ 34,620**	**$ 42,869**	**$ 38,106**	**$ 45,685**	**$ 50,262**	**$ 64,826**	**$ 45,831**	**$ 71,336**	**$ -**	**$ 530,173**	**$ 126,764.48**
Total Expenditures	**$ 58,141**	**$ 60,024**	**$ 48,435**	**$ 39,095**	**$ 46,334**	**$ 42,263**	**$ 50,927**	**$ 54,967**	**$ 75,276**	**$ 53,775**	**$ 75,740**	**$ -**	**$ 604,978**	**$ 126,764.48**
Excess (Deficiency) of Revenues over Ex	$ (27,754)	$ 29,877	$ 7,347	$ 23,437	$ 13,161	$ 6,820	$ (1,168)	$ 7,896	$ 13,309	$ 19,896	$ 11,376	$ -	$ 104,197	**$ -**
Net Change in Fund Balance	**$ (27,754)**	**$ 29,877**	**$ 7,347**	**$ 23,437**	**$ 13,161**	**$ 6,820**	**$ (1,168)**	**$ 7,896**	**$ 13,309**	**$ 19,896**	**$ 11,376**	**$ -**	**$ 104,197**	

* funds will be received in October 2026

Willow Creek II

Community Development District

Long Term Debt Report

Series 2026, Capital Improvement Revenue Bonds		
Original Amount	$7,875,000	
Interest Rate:	4,0%,4.3%,5.25%,5.625%	
Maturity Date:	5/1/2056	
Reserve Fund Definition		
Reserve Fund Requirement	$266,773	
Reserve Fund Balance	$266,773	
Bonds Issuance 7/8/26		$7,875,000
Less: Principal Payment - 5/1/27		$0
Current Bonds Outstanding		**$7,875,000**

Willow Creek II

Community Development District

Series 2026 Capital Improvement Revenue Bonds

1. Recap of Capital Project Fund Activity Through August 31, 2026

Opening Balance in Construction Account		$	7,301,690
Source of Funds:	Interest Earned		10,801
	Developer Funding		0
	Interfund Transfer In/(Out)		0
Use of Funds:			
Disbursements:	Village C Phase 1		
	Roadwasy including Conduit	$	1,011,043
	Stormwater Management		1,356,941
	Drainage		0
	Water/Sewer/Reuse utilities		2,913,690
	Hardscape, Landscape, Irrigation		0
	Environmental Conservation/Mitigation		0
	Recreaation Amenities		0
	Professional Fees		0
	Cost of Issuance		183,050
Adjusted Balance in Construction Account at August 31, 2026		**$**	**1,847,767**

2. Funds Available For Construction at August 31, 2026

Book Balance of Construction Fund August 31, 2026	**$**	**1,847,767**
Construction Funds available at August 31, 2026	**$**	**1,847,767**

3. Investments - US Bank

August 31, 2026		Principal
Construction Fund:	$	1,847,767
	Contracts Payable	
	Balance at 08/31/2026	**$ 1,847,767**