

Brandy Creek
Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BrandyCreekCDD.com

November 3, 2021

Board of Supervisors
Brandy Creek Community Development District

Dear Board Members:

The Brandy Creek Community Development District Meeting is scheduled for **Wednesday, November 10, 2021 at 6:30 p.m. at the Johns Creek Phase 2 Amenity Center, 251 Huffner Hill Circle, St. Augustine, Florida 32092.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the September 8, 2021 Meeting
- IV. Consideration of Revised Proposal for Landscape Maintenance Services
- V. Ratification of Second Amendment to Agreement with Vesta Property Services, Inc.
- VI. Ratification of Audit Engagement Letter with Berger, Toombs, Elam, Gaines & Frank
- VII. Consideration of the Transfer Letter Regarding Legal Services with Kutak Rock
- VIII. Consideration of Resolution 2022-01, Election of Officers
- IX. Other Business
- X. Staff Reports
 - A. Attorney
 1. Publication of Legal Notices

2. Needs Analysis that Districts Providing Wastewater or Stormwater Management Services Must Complete by June 30, 2022
 3. Prompt Payment Requirements
 4. Public Records Exemptions for Addresses and Other Information Associated with Certain Officers, Judges, etc.
- B. Engineer
 - C. Manager
 - D. Operations Manager
 1. Report
 2. Lake Doctors Service Report
 - E. Amenity Manager
 1. Report
 2. Pool Furniture
- XI. Supervisor's Requests and Audience Comments
 - XII. Financial Reports
 - A. Balance Sheet & Income Statement as of September 30, 2021
 - B. Assessment Receipt Schedule
 - C. Approval of Check Registers
 - XIII. Consideration of Proposals for Security Cameras (***Closed Session***)*
 - XIV. Next Scheduled Meeting – January 12, 2022 at 6:30 p.m. at Phase 2 Amenity Center
 - XV. Adjournment

** Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.07138 and Section 281.301 of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*