

Brandy Creek Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BrandyCreekCDD.com

November 29, 2022

Board of Supervisors
Brandy Creek Community Development District

Dear Board Members:

The Brandy Creek Community Development District Meeting is scheduled for **Tuesday, December 6, 2022 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. Shade Session Regarding Discussion of Security System and Security Plan (Board & Staff only)*
- III. Public Comment
- IV. Organizational Matters
 - A. Oath of Office for Newly Elected Supervisors
 - B. Consideration of Resolution 2023-01 Declaring Board Vacancy (Seat 1)
 - C. Appointment of New Supervisor to Fill Vacancy (Seat 1)
 - D. Oath of Office for Newly Appointed Supervisor
 - E. Election of Officers, Resolution 2023-02
- V. Approval of the Minutes of the September 21, 2022 Meeting
- VI. Update Regarding FPL Request for Easement Rights

- VII. Designation of New Public Hearing Date to Consider the Adoption of District Rates
- VIII. Discussion of Draft Disciplinary and Enforcement Rule
- IX. Consideration of Resolution 2023-03, Amending the Capital Reserve Fund Budget for Fiscal Year 2022
- X. Consideration of Resolution 2023-04, Amending the Records Retention Policy
- XI. Other Business
- XII. Staff Reports
 - A. Attorney – Memo Regarding Proper Use of Surplus Property Resolutions
 - B. Engineer
 - C. Manager
 - D. Operations Manager - Report
 - E. Amenity Manager - Report
- XIII. Supervisor’s Requests and Audience Comments
- XIV. Financial Reports
 - A. Balance Sheet & Income Statement as of September 30, 2022
 - B. Assessment Receipt Schedule
 - C. Approval of Check Registers
- XV. Discussion of Performance Review for 2022
- XVI. Next Scheduled Meeting – January 11, 2023 at 6:30 p.m. at Phase 2 Amenity Center
- XVII. 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.*