

MINUTES OF MEETING
BRANDY CREEK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Brandy Creek Community Development District was held on Wednesday, March 12, 2025 at 6:30 p.m. at the Johns Creek Phase 2 Amenity Center, 251 Huffner Hill Circle, St. Augustine, FL 32092.

Present and constituting a quorum were:

Meredith Payne	Chairman
Barbara Little	Vice Chair
Shawn Jolly	Supervisor
Clarence Blalock	Supervisor

Also present were:

Jim Oliver	District Manager
Mike Eckert	District Counsel
Dan Fagen	Vesta/Amenity Services Group
Jim Masters	Vesta/Amenity Services Group
Jennifer Meadows	Vesta/Amenity Services Group
Clay Murphy	SJC Board of County Commissioners
British Swim School Representatives	
Deputy Lauren Guggisberg	
Residents	

The following is a summary of the actions taken at the March 12, 2025 Brandy Creek Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Payne called the meeting to order at 6:30 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

**Introduction of Clay Murphy, Vice
Chairman of St. Johns County Board of
County Commissioners**

Mr. Payne introduced Mr. Clay Murphy, Vice Chairman of St. Johns County Board of County Commissioners, who had been a resident of Palatka, in St. Johns County for 33 years,

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which was one of the most reasonable places to live in Florida. He was also a Florida State Trooper for 26 years and appreciated his service. After his retirement, Mr. Murphy became the proud owner of Sonny's Barbecue. He served in the church for over 30 years and supported many local charities. Mr. Murphy appreciated the Board having him and promised to be a commissioner that answered the phone when his constituents called. He was present to discuss the following projects that the county was undertaking:

- Revising the Comprehensive Land Plan
- Adopting a Tree Ordinance under the Land Use Plan
- Discussing the infrastructure, as there were too many houses.

Mr. Murphy reported that County Road (CR) 210 was entering their second phase of construction west of CR 2209 and east of the interstate. One half of the road was completed. The 16 and I-95 intersection project, was proceeding. They just did a lane shift this weekend, on the new part going eastbound, which helped drivers going east through the intersection. However, 16 and I-10 east was still a mess. J.B Coxwell, the contractor of CR 2209 from the turn to I-10 east, were ahead of schedule and under budget. The plans, from CR 2209 to I-10 east down to 16, were completed and approved. Contracts were being issued and construction would start at the end of the year. The Board of County Commissioners were working on getting this funded, as there were probably \$500 million worth of projects that they were actively engaged in. There was a great opportunity to get federal and state dollars for a multi-million-dollar Beach Renourishment Program. If they qualified for it, sand would be provided over the next 30 years. The flooding in Flagler Estates, was important to Mr. Murphy, growing up in Federal Point Hastings. They were trying to figure out a way to clean out Deep Creek, so that Flagler Estates drained better, but it was a challenge due to the high-water table in St. Johns County.

Mr. Payne opened the floor to resident comments. Residents voiced concern about leaving the community and going west onto CR 210, as Silverleaf was not fully built and caused traffic issues. There were also issues getting to CR 210 from Publix, due to traffic coming from the south. Mr. Murphy indicated that the Silverleaf community planned for 15,000 units to be built and built about 5,000 units thus far and had 10,000 more to go. One of the things that they learned, was that the majority of backups were at intersections and there was a program in the works for a major overhaul of CR 210 and CR 2209. They also learned that by adjusting the traffic flow, they could adjust traffic lights to help at peak times by using a camera at a select

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area, to provide extra time. There were several things that would help, such as having express lanes, like State Road 23, which opened up the traffic going to Jacksonville from the south. They were also regulating the time at the intersection of CR 210 and I-95. They had a priority list of intersections that had traffic issues, but residents sending emails and letter of complaints, pushed Mr. Murphy to move it up the priority list. A Resident asked about Dowden Road. Mr. Murphy indicated that it was part of the Long-Range Plan, but nothing was simple with governments and there needed to be studies. With only a budget of \$3.5 million, they needed to prioritize their projects. Mr. Masters pointed out that the county was concerned with the entrances and exists out of the community and was in contact with Mr. Mike Grunewald, the County Traffic Engineer. They have had several traffic signal studies including one on CR 2209, but they had not met the threshold for the installation of a traffic light. Mr. Jolly asked if the CDD received copies of those studies. Mr. Masters received one a few years ago, but requested the latest information from Mr. Grunewald.

Mr. Blalock recalled when he attended a County Commission meeting, hearing that there was a need for hiking and biking trails. Mr. Murphy confirmed that they were working on several trails from Ponde Vedra to Shands Bridge. There was a former County Commissioner that was on the Florida Trails Board, who was active in bringing trails to St. Johns County, which he was excited about, as people would be able to ride their bicycles to work or school. However, one of the challenges was that in order for it to be ADA compliant, there were many rules and regulations. Mr. Murphy noted if the Board Members needed information or wanted a representative to come before the Board, they should call him and he would handle it. Mr. Payne suggested having roundabouts to provide ease of traveling out of the community, as there were safety concerns. Mr. Murphy explained from a traffic investigator standpoint, roundabouts did not reduce the number of crashes, but it reduced the severity of them. However, it was something that they could look at in the future. Ms. Little pointed out that a friend of hers was fatally killed coming out of Publix and requested that Mr. Murphy keep the CDD on their radar, as there was difficulty getting out of the community, no matter which way they go. Mr. Murphy indicated that the challenge was balancing the needs but offered to have the County Administrator and Department Heads come before the Board, to provide updates.

A Resident questioned when the Master Plan would be completed. Mr. Murphy indicated that this was the big question, as some people on the Board felt there were enough entitlements

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and they did not need to move forward for 10 years, but in looking at the numbers, many places had entitlements that would never be met. For example, Sawgrass had 9,000 entitlements, but had no room to grow and the only way that they would be able to build more homes, was by building them on golf course. As a result, Mr. Murphy requested that staff get together with the Northeast Florida Builders Association, to get a more accurate number of how many homes were available to be built, as the current number of entitlements was 26,000. However, 25% of St. Johns County was earmarked for conservation land. People needed a place to live and he did not want to turn St. Johns County into Broward County, which was entirely built out all the way to the Everglades. Mr. Payne questioned what Mr. Murphy was passionate about as a Commissioner. Mr. Murphy was passionate about providing clean water to areas in West Augustine.

THIRD ORDER OF BUSINESS**Public Comment**

There being no comments, the next item followed.

FOURTH ORDER OF BUSINESS**Approval of the Minutes of the January 8, 2025 Meeting**

Mr. Payne reviewed the minutes and did not see any errors.

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor the Minutes of the January 8, 2025 Meeting were approved as presented.

- **British Swim School Proposal** *(Added)*

Mr. Masters introduced representatives from British Swim School of Southside Jacksonville, who provided a proposal for swim lessons. Nancy and her husband Carlos owned a franchise of British Swim School, which provided swim lessons in 350 pools throughout the United States and in Canada. They started their franchise last year, because her husband was passionate about swimming and they wanted to invest in something that they enjoyed and loved. They currently provided swim lessons at one pool at LA Fitness in the Mandarin area and offered swim lessons all year round. Their core program centered around children, but they also provided swim lessons to adults. This year, they were expanding their business to communities such as this one. Their program was focused on safety and survival skills, in order to prevent drowning.

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They teach children as young as three months, through mother and baby programs, toddlers and older children. They also had programs for advanced kids but were not a competitive swim school. They were planning to offer classes in Brandy Creek, twice per week, Wednesday and Friday from 9:00 a.m. to 1:00 p.m. There would be one swim instructor and one person taking care of the customers. Each class was 30 minutes long and there would be a minimum of 32 students.

Mr. Masters recalled having a different swim club last year, who allowed 20% of non-residents to participate, as they only had one instructor. People were climbing the fence and staying longer than they should. They needed to have a deck boss, ensuring that non-residents were not getting access and felt that what British Swim School was providing, was a good setup, as each class would have four people, unless it was babies, whereby there would be six. They would use the same location in the pool as last year. By having the lessons on a Wednesday and Friday, they would not be infringing on others use of the pools. In his opinion, it was a nice thing to offer to the community. Vesta was not involved and British Swim School would contract with the CDD and provide a 10% revenue share with the CDD. Once this was approved, they would start advertising for it. Mr. Payne questioned when they would start. Mr. Masters believed that they would start in May. Nancy confirmed that they would start at the end of May and end in August. Ms. Little questioned the cost. Nancy indicated that they charged \$34 per class, if it was once per week and \$31 per class, if it was twice per week, which was the same amount that they charged LA Fitness. There was also a registration fee of \$60. Mr. Payne pointed out that Brandy Creek would be the first community with this kind of operation.

Ms. Little questioned whether they would carry their own liability insurance. Mr. Eckert stated that he would prepare an agreement, with the standard provisions, including indemnification, similar to what the District entered into last year. They must have insurance naming the District as an additional insurer. Mr. Masters would meet with Nancy and Carlos to discuss how to engage the community and start the planning. Mr. Payne asked if Vesta was circulating this company to other CDDs or if this CDD would be the initial participant for this year. Mr. Fagen confirmed that Vesta was recommending British Swim School to multiple properties. Mr. Ross Rubin, their Lifestyle Director, vetted them fully, was confident in their abilities and felt that they had a solid program. Mr. Payne agreed, as this program was something that the community needed.

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On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor authorizing a contract with British Swim School of Southside Jacksonville to provide swim school services to Johns Creek, subject to approval from the Chair and Mr. Masters and guidance from District Counsel was approved.

FIFTH ORDER OF BUSINESS

Engineer Update Regarding Impacts of Recent Legislative Changes to Stormwater Handbook

Mr. Oliver requested that the Board table this item, as the District Engineer was not present. Mr. Payne requested that the District Engineer be present to discuss this item at the next meeting.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Cap Replacement of Phase 1 Bulkhead

B. Repainting Phase 1 Fence around Pool & Playground

Mr. Masters indicated that he was always looking at the property and their amenities in areas where he would like to see an upgrade and spoke with each Supervisor over the last month or so. There were not items that they absolutely must have, but items that Mr. Masters wanted to stay ahead of, one of which was the top cap on the bulkhead in Phase 1. This could happen next year, but Mr. Masters believed by replacing the top cap, it would provide a solid piece of wood for the fence and all that was left was the tightening of screws. To replace the top cap and replace the rotted wood all the way around the pool, to the hedges on the back side of the fence, would cost \$5,800, which was not bad in his opinion. For a few thousand dollars more, they could do the entire top cap. He was also proposing to have the Phase 1 fence painted for \$5,600, which was oxidized and looked bad in several areas, which would include painting the interior of the Fitness Center. To pressure wash and paint the fence around the playground, all the way around the pool, to the hedges and the entire front-side along Johns Creek Parkway, would be \$4,900.

Mr. Blalock was in favor of replacing the top cap but waiting another year to re-paint the fence and the Gym. Mr. Jolly agreed with replacing the top cap but felt that the fence needed to be painted. Ms. Little agreed with Mr. Blalock. Mr. Payne agreed with replacing the top cap, as it was a safety concern, but asked if the top cap would be repaired all the way around. Mr. Masters indicated that it would be repaired only around the pool area, but not where the hedge was,

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which he assumed would cost another \$2,000. Mr. Payne did not think repainting the Gym was necessary and that the fence could wait, but recommended repairing the entire top cap, versus piecemealing it. Mr. Eckert suggested that the Board approve a not-to-exceed amount of \$8,000, subject to District Counsel's preparation of an addendum or agreement.

On MOTION by Mr. Payne seconded by Ms. Little with all in favor the proposal with Tap Aquatics LLC. for cap replacement of the entire Phase 1 bulkhead in a not-to-exceed amount of \$8,000, subject to District Counsel's preparation of an addendum or agreement was approved.

SEVENTH ORDER OF BUSINESS

Board Discussion of Fiscal Year 2025 Goals and Objectives

Mr. Oliver presented the goals and objectives for Fiscal Year 2025. Mr. Payne recommended that Goal 2.2, for District infrastructure and facilities inspection, include that the inspection must be completed by at least October 31st, to give the engineer time to prepare the report, which would be included with their goals, that must be approved by December 1st. Mr. Oliver recommended that it be completed by September 30th, as the reporting period started on October 1st. Mr. Payne further indicated for Goal 3.3, there should be an established time for the auditor to complete the annual financial audit.

EIGHTH ORDER OF BUSINESS

Update Regarding Capital Projects

Mr. Payne reported that the bulkhead repair was completed and questioned what was on the docket. Mr. Masters recalled that the Board approved several projects such as the play feature refurbishment, remarciting the pool, including finishes and gates around the tennis and basketball courts, access control and pond bank repair. All of these projects totaled \$216,000 and at this time, there was still between \$96,000 to \$110,000 left to be paid. The bulk of the \$216,000, was for the Phase 1 play feature, which cost \$118,000. The second part would be paid after it was installed; however, the play feature would not be ready for Spring Break. It would be ready in the middle of April at the latest, as there was a delay in receiving the slide and crawl tube. They remarcited the pool and there would not be a wait time, once the play feature was installed and it could re-open, as the water would already be conditioned. The fences were installed, but the gates took longer, as there was a delay in installing the access control, as Hardwick fired their

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fabrication guy. It should be completed in the middle of April, which should stop the non-resident use.

Mr. Masters reported that the pond bank repair was completed over the past couple of weeks. However, there was a partial fail, this past weekend, due to the heavy rain on Sunday and Monday, which caused a washout on the bottom, that the contractor would take care of. The Board approved \$10,000, but the cost ended up being \$6,500, based on his using a different vendor, after he disagreed with their approach. There were no major projects planned at this time, other than the top cap. They were finishing up all of the projects that the Board approved. He met with each Supervisor, to give a rundown of items that were going to be expensive to do over the next two to three years, such as the remarciting of the pool. However, there was some wood that needed to be replaced at the front entrance, which should not be a large cost. Overall, they were looking good. Mr. Payne recalled that there was \$365,820 in the capital reserve, but they had to deduct another \$96,000. Mr. Masters confirmed that \$110,000 needed to be deducted. Mr. Oliver pointed out that they were adding another \$70,000 this fiscal year. Mr. Jolly recalled the payment from Florida Power & Light (FPL). Mr. Oliver indicated that the FPL payment was already included. Mr. Payne pointed out that there was no additional capital expenditure, other than the \$110,000 for this year. Mr. Masters confirmed that there was nothing major at this time. Mr. Payne felt that they needed to focus more on safety and repair the bulkhead.

NINTH ORDER OF BUSINESS

Discussion of CDD Website Upgrades

Mr. Payne recalled discussion at the last meeting, regarding whether to consolidate the website, as Vesta wanted to include a link to the existing website. Mr. Masters confirmed that Vesta had no interest in being on the governmental side, where they were required to post certain governmental regulations, which was currently being done by Unicorn through GMS, but offered to improve their website, at a cost between \$90 and \$200 per year. It would provide more technology, provide more capabilities and make the website more user friendly for residents. Mr. Jolly pointed out since Vesta did not want to handle the governmental side, questioned whether they should spend \$20 to have a jazzed-up website with a link to the government side or keep it how it was. Mr. Blalock pointed out that a vast majority of the residents did not know that there was a Brandy Creek CDD and felt that having the Johns Creek website on the Vesta website and

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then linking the Brandy Creek CDD to the government side, was the way to go, as it would be easier for residents to find. Mr. Fagen felt that it was confusing to have a website for Johns Creek and Brandy Creek and typically changed the name from CDD to amenities and this website could potentially be Johns Creek or Johns Creek Amenities. It should have a name that was easier to find and more intuitive. Mr. Jolly requested that there be contact information for Mr. Masters and Ms. Meadows.

Mr. Payne felt that it was workable, if Vesta could execute it, as there was empirical value in the Johns Creek Amenity website, that would be used for other purposes like using the QR Code and surveys, on a real-time basis. Mr. Fagen pointed out that it could be as simple as reporting a concern, such as for streetlights that were not working, instead of posting it on Facebook. They used many features that they also used at every other facility, which worked well and enhanced the overall ability to showcase Johns Creek and its amenities. Ms. Little questioned who would monitor those streetlight requests. Ms. Meadows indicated it could be sent to Mr. Masters email. Ms. Little asked how they would determine whether to select the \$90 or \$200 website. Mr. Fagen pointed out that some communities selected different parts of the website, which would be between \$90 and \$200, but it was a one-time fee for the year. Mr. Payne asked if there were any concerns from a communication standpoint or posting CDD information. Mr. Eckert confirmed that it must be ADA compliant. Mr. Oliver pointed out that it would look similar to the Durbin Crossing website. Mr. Fagen noted that Vesta typically offered this for \$3,000 and \$5,000, but this website would be at their cost and they would not charge setup fees, to be a good partner, as they take pride in serving the community.

On MOTION by Mr. Payne seconded by Mr. Jolly with all in favor the proposal with Vesta to link the Johns Creek Amenities website to the CDD website in a not to exceed amount of \$200 per year as discussed was approved.

TENTH ORDER OF BUSINESS

Board Guidance Regarding Preparation of Fiscal Year 2026 O&M Budget

Mr. Oliver reported that a Proposed Budget would be presented to the Board at the May meeting, in order to set the public hearing no sooner than 60 days, which would be at the July meeting, to provide it to St. Johns County in September. It would be similar to what the Board approved in the past. The budget would have the worst-case scenario. The biggest change for this

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year, was that money must be budgeted for gap reserves, in order to do the pool resurfacing in the next three years. In Fiscal Year 2023, the gap reserve contribution was \$105,000 and it was \$85,000 in the year prior to that. In the last two years, it was \$70,000. They were able to reduce it, due to revenues from the FPL easement, which was used to subsidize capital reserves. Assessments remained level last year, but this year, the Board needed to decide whether to leave it there or lower or raise the contribution. Mr. Blalock felt that the Board did a good job of mitigating increases in the past few years, but an increase was expected, due to the age of the infrastructure and the capital projects occurring. Mr. Payne agreed. Mr. Oliver pointed out that the financials in the agenda were actually through January 31, 2025, which showed negative variances that would be spread over four months.

ELEVENTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Oliver explained that per the Florida Statutes, as a government, CDDs were required to have a full audit of the financials. As such, the Board would select an auditor and form an Audit Committee, to approve evaluation criteria, going out for Request for Proposal (RFP) reviewing the proposals, using the evaluation criteria to make a section and engaging the auditor. The first step was appointing the Audit Committee. Typically, the Board designated themselves as the Audit Committee, which was what staff recommended.

On MOTION by Mr. Payne seconded by Ms. Little with all in favor designating the Board as the Audit Committee was approved.

TWELFTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Eckert reported that it was quiet since the last meeting, but he did prepare an agreement with Tap Aquatics LLC. for drain system services and provided it on February 14th to management. In the Legislature, they were watching two Bills; one that would cost the CDD money and one saving the CDD some money. The one that would cost the CDD money, was for sovereign immunity. The current limits for liability were \$200,000 per person and \$300,000 per

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incident and insurance of up to a \$1 million and the proposal was to increase the liability to \$1 million per person and \$3 million per incident, which would increase insurance rates. They did not know where this Bill was going, but there had not been a change for 10 years and at some point, it was going to change. He would monitor it. Mr. Payne asked if there were any activities causing this or if they were revisiting this after 10 years. Mr. Eckert explained that the revision was due to having the same cost for 10 years and people not agreeing with the capsule liability for governments. The Bill that could actually save money if it passed, allowed the District to do all of its advertising on its own website; however, less than 10% of all Bills proposed, passed.

B. Engineer

There being no comments, the next item followed.

C. Manager

There being no comments, the next item followed.

D Operations Manager

1. Report

2. Yellowstone Report

3. Lake Doctors Report

Mr. Masters presented the Operation Manager's Report, along with the Yellowstone and Lake Doctors Reports, which were included in the agenda package. As part of his report, he included a QR survey that they did on the Fitness Center. If it was something that the Board wanted to use in the future, Ms. Meadows would create the QR Codes. The one for the Fitness Center asked residents how they felt about the Fitness Center. Ms. Little noted that the survey was favorable. Mr. Masters pointed out that it was a valuable tool to find out what residents were looking for. They would not be able to do everything that people wanted, but it was good information to have. They were talking about upgrading the water fountain to more of a modern water fountain, with one that a bottle could be affixed to, which were under \$2,000 and staff could install. They could use the QR codes for events, so that residents could state what they liked or did not like and provide any suggestions. Mr. Payne asked if it was a perpetual suggestion or if it was closed out. Mr. Fagen stated it was closed out, as they had a total of 19 or 20 responses with good information. It was good to see that most of the people were happy and felt that the Fitness Center was clean; however, it was a certain size facility and they could only

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do so much, but they were well equipped for the size that they had and had the majority of things that residents wanted. They were going to use more of these QR Codes to get resident input.

Mr. Payne indicated that he discussed with Mr. Masters the popular items in the Fitness Center, which were the leg press squat machine, but they needed to figure out what piece of equipment they needed to get rid of, in order to have 6 feet in between each piece of equipment. However, if they needed to move items, there was extra equipment in the shed. Mr. Masters confirmed that there were extra pieces of equipment in the shed that were taking up room, but because they were a governmental entity, there was a process for giving it away and asked if they could donate it to the Fire Department. Mr. Eckert would provide a Surplus Property Resolution at the May meeting. Mr. Blalock did not think that a squat rack would work, as it takes up a great deal of space and was noisy. Mr. Payne would work with Mr. Masters.

E. Amenity Manager

1. Report

Ms. Meadows presented the Amenity Manager's Report, which was included in the agenda package. This year, they did something different, as they had many requests from mothers that wanted to do something with their sons and as a result, had a Daddy Daughter and Mommy and Sons dance. It was fun, but a dance did not work with boys, as it turned into a mosh pit. There were games, but the boys did not handle losing well, like the girls did. Next year, they would have something that was better suited for the boys. For Spring Break, because of the water feature not being there, they would have a water slide and a bounce house, Monday and Friday from 1:00 p.m. to 4:00 p.m. During the week, they would have a Craft Day, Sand Art Day, kickball tournament and ice cream social. Mr. Payne asked if they would open the pool. Mr. Masters confirmed that the main pool would be open, but the splash pool would be closed. Ms. Meadows indicated for the Spring egg hunt, there would be the normal egg hunt, as well as a petting zoo, games and music. They also started planning for the start of Summer. There would be a concert this year for the adults, with a band that they hired, Big Fish, who were awesome. They performed at Durbin Crossing. There would also be games and crafts for the kids, to keep the kids occupied, while their parents were enjoying the music. They planned to hire someone that could provide quick foods, such as hot dogs and burgers. Ms. Little thanked Ms. Meadows for doing an awesome job.

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2. Sheriff's Office Report

Mr. Payne asked if Deputy Lauren Guggisberg had any concerns. Officer Lang indicated since they fenced in some of the amenities, it cut down on some of the non-residents entering the community, but those who come in with their friends and families, there was still an issue. She was kicking people out on a daily basis. They had posted traffic positions, but the problem that they are having, was finding people to work those areas, as other areas were offering more money. Communities that had ginormous traffic issues, were willing to pay \$75 per hour, but they were getting some interest. Last month, they had several unmarked cars. She provided a 12-hour window, as there were traffic issues at all times. Even with school buses in the morning, there were some traffic issues. She informed the officers about the prime times that she wanted them in the community. If it was 5:00 p.m., they would come in at 4:00 p.m. and work a three-hour window. The majority of people that they pulled over, did not work in this neighborhood. Traffic was always going to be an issue, because there were three outlets that connect from Publix and McDonalds. The majority of trespassing issues were from people coming from McDonalds and parking in the community to eat their food. Ignorance was the problem, because laws were there for a reason. Mr. Payne thanked Officer Lang for her service.

FOURTEENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being no comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement as of January 31, 2025

Mr. Oliver presented the December 31, 2024 Balance Sheet and Income Statement, which were included in the agenda package. These were for the first four months of fiscal year. In looking at the variances, the District was \$30,000 ahead in terms of expenditures.

B. Assessment Receipt Schedule

Mr. Oliver presented the Assessment Receipt Schedule, which was included in the agenda package, showing that the District was 97% collected. They should be fully collected by the end of March.

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C. Approval of Check Registers

Mr. Oliver presented the Check Register from December 1, 2024 to January 31, 2025 in the amount of \$149,208.91, which was included in the agenda package. Mr. Payne noted that Mr. Masters answered his questions regarding the credit card.

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor the December 1, 2024 to January 31, 2025 in the amount of \$149,208.91 was approved.

SIXTEENTH ORDER OF BUSINESS


**Next Scheduled Meeting – May 7, 2025 at
6:30 p.m. at Phase 2 Amenity Center**


Mr. Payne stated that the next meeting was scheduled for May 7, 2025 at 6:30 p.m. at the Phase 2 Amenity Center.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

Signed by:

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Chairman/Vice Chairman