

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, May 7, 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
Thomas Metych	Supervisor
Clarence Blalock	Supervisor

Also present were:

Jim Oliver	District Manager
Mike Eckert	District Counsel
Bill Schaefer	District Engineer
Matt Biagetti	GMS
Jim Masters	Vesta/Amenity Services Group
Jennifer Meadows	Vesta/Amenity Services Group
John Huff	Vesta/Amenity Services Group
Residents	

The following is a summary of the discussions and actions taken at the May 7, 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. Mr. Oliver introduced Mr. Matt Biagetti, who started in October. He has known him for 15 years.

SECOND ORDER OF BUSINESS

Public Comment

Resident Paul Dowell voiced concern about non-residents getting access and using CDD facilities. Mr. Jolly felt that they made many changes to address this and were making good

May 7, 2025

Brandy Creek CDD

progress. Mr. Payne recalled that they fenced in the Phase 1 basketball and tennis courts, but did not know if the access control system was turned on. Mr. Masters confirmed that the system would go live next week, as he was waiting to see what kind of destruction people would place on those gates. In the past, people were kicking the gates so hard that it messed up the access control system. They were trying to figure out how to make them more resilient and would send an email blast to the community to remind residents to bring their access cards and not let people in who did not have their access cards. Mr. Payne asked if they also magnified the signage. Mr. Masters indicated they had large red signs at the gates stating if they were not a Johns Creek resident, they did not belong in the community. At this time, Silverleaf now had a basketball court, which should discourage non-residents from using theirs. Mr. Payne pointed out that there was a St. Johns Sheriff's Officer that patrolled the community, asking folks if they lived in the community. The Board was doing as much as they could within their capabilities. Mr. Dowell suggested petitioning to block people from parking inside of the community to utilize CDD facilities, like Palm Beach Island. Mr. Masters indicated that he has done some blocking of the parking, but 99% of people are coming in on e-bikes and scooters.

Mr. Payne questioned the CDD's legal responsibility, as the CDD had public roads, but anything that they did was subject to the budget, unless they wanted to do a capital improvement. The projects that they did to close the facilities to non-residents and have access via cards, cost \$25,000. Mr. Masters clarified that it was \$25,000 to install a fence and have access control. Mr. Eckert indicated that the CDD must allow public access but as far as the county roads, the CDD could ask the county to designate No Parking zones, as the CDD did not have traffic enforcement powers. This particular parking lot would be difficult to get the county to enforce. If they moved the gates in, there would not be any parking. A Resident (Ryan) suggested having surveillance in certain areas. Mr. Jolly liked the idea of having decals, as it would help Officer Lauren identify residents' vehicles. Mr. Masters indicated that Officer Lauren typically runs the license plate, to identify whether it was a resident of Brandy Creek or Silverleaf. Ms. Little questioned what the signs at the tennis courts say. Mr. Masters confirmed that there were mainly no trespassing signs. Mr. Payne pointed out that they would continue to look at opportunities. Mr. Dowell was concerned about kids coming to the pool at night and one drowning. Mr. Jolly suggested talking to the Amenities Manager at Silverleaf about their residents using CDD facilities. Mr. Masters felt that was a great idea and requested assistance from Mr. Eckert on the language.

May 7, 2025

Brandy Creek CDD

THIRD ORDER OF BUSINESS**Approval of the Minutes of the March 12, 2025 Meeting**

Mr. Payne pointed out on Page 13, "*Officer Lauren Lang*" should be "*Officer Lauren.*" There were no further corrections.

On MOTION by Mr. Blalock seconded by Ms. Little with all in favor the Minutes of the March 12, 2025 Meeting were approved as amended.

FOURTH ORDER OF BUSINESS**Yellowstone Landscape Update**

Mr. Masters had no report. There was a new Account Representative, which Mr. Masters met with last week. They were supposed to come to this meeting but could not make it. Mr. Masters felt confident with the Account Representative, as they had 30 years' experience and understood the business. Mr. Payne questioned why the Account Representative was replaced. Mr. Masters indicated that the prior one got promoted within the company and was now their Safety Officer.

FIFTH ORDER OF BUSINESS**Engineer Update Regarding Impacts of Recent Legislative Changes to Stormwater Handbook**

Mr. Schaefer reported in May of last year, the legislature passed some guidance with regards to stormwater permitting, which included nutrient removal in the design of stormwater systems. In December this year, nutrient removals would be required across the board for all projects; however, this did not affect the CDD. What did affect the CDD, was consistent with what was currently in the permit with the Water Management District, whereby every two years, the CDD was required to have an engineer perform an inspection of the ponds and recommend any maintenance that needed to be done. Then if the CDD had any issues or concerns, they would obtain past inspection letters. The change was to have it at the same frequency, but it was now submitted to the Water Management District under the operating permit for the permits that were issued. The stormwater ponds were stormwater treatment systems, which function like a wastewater treatment plant, bringing in contaminants, oils and grease, sediments, nutrients, phosphorus and nitrogen, treating it in the water body and releasing the excess water out to the

May 7, 2025

Brandy Creek CDD

stream. Once the Water Management District received the Inspection Report, if they had any concerns, they would come out to inspect. For many CDDs, Mr. Schaefer provided this report and the biggest issue was bank erosion, greater than 12 inches, which was considered to be a dangerous situation, as a child could fall in there. This was the only change that affected the CDD. Mr. Payne asked if the Water Management District required improvements with any of the Districts that he handled. Mr. Schaefer stated that some were fairly new ponds that had no issues, but one CDD had many large ponds that had erosion, due to residents building pools, which pushed the bank to a 3:1 slope, which was considered to be an unsafe slope. He recommended preparing a draft report and discussing any issues, before submitting the final report to the Water Management District. Mr. Payne questioned the timeline. Mr. Schaefer would provide a proposal, as ETM confirmed that they did not do any inspections on any pond. Mr. Payne was in favor of proceeding with the evaluation. *There was Board consensus for Mr. Schaefer to submit a proposal at the next meeting.*

Mr. Schaefer spoke to Mr. Mike Likely, a Traffic Analyst at St. Johns County, who trained under Mr. Mike Grunewald, the Traffic Engineer for the City of Palm Coast. Mr. Likely performed the traffic analysis for the prior Warrant Study. One intersection that was looked at, was Avery Garden Place and St. Johns Parkway. He spoke with Mr. Likely about the challenges, the findings in the last Warrant Study, whether they had updated traffic numbers and if the county anticipated doing any traffic improvements in the area. Mr. Likely did the traffic analysis and scored a 53 out of 58, looking at 8-hour segments of the Warrant Study. With the additional passerby traffic, he confirmed that it was time to do a Warrant Study, as the county had funds available, to construct a signal. They performed a study three months ago for the intersection of County Road (CR) 210 and Veterans Parkway and anticipated doing some improvements, such as turn lanes. Mr. Likely was trying to get this included into the study scope, but when he went back to Mr. Grunewald's Supervisor, it was too late, as the Traffic Consultants claimed that they were over budget, due to some minor changes to the scope, so it was not included. Mr. Likely thought if a Warrant Study was done and it warranted construction, they could put it in the same construction contract, as improvements that were one mile up the street, but Mr. Likely was not the senior person and did not control the funds. However, there were four consultants that did traffic work for them on a rotational basis, who could do a Warrant Study and the CDD would pay for that Warrant Study and if it was warranted, they could look at getting a design and into

May 7, 2025

Brandy Creek CDD

the construction program for CR 2209/Veterans Parkway improvements. He did not know what the consultants would charge, but when they did a Warrant Study, they would charge \$5,000. Mr. Grunewald believed that the CDD was close to being warranted.

The last time that Mr. Schaefer was before the Board, he said that he would speak to Mr. Grunewald. According to Mr. Grunewald, there was not much that the county could do, based on the fact that there were not enough trips to warrant a signal; however, they could reduce turning movements. The issue was people pulling out of Publix and making a U-turn, which could be looked at to see if those U-turns were causing challenges, because if drivers miss the left out of Public, they must go one mile before they can make another U-turn, which was in front of the Phase 2 entrance. However, they could include a U-turn mid-way. Mr. Blalock recalled asking the county for this six months ago and felt that it warranted a signal, based on the increase in traffic, because making a left turn when there was traffic coming in both directions, made it more difficult and caused the wait time to increase. Mr. Jolly questioned what was included with the Warrant Study. Mr. Schaefer indicated that they would put tubes down, take measurements and look at the traffic in and out during certain times throughout the day, especially peak hours. Mr. Payne noted that this was good information but questioned the next step. Mr. Schaefer would have a conversation with the county to see if they would do a Warrant Signal Study, to see if the intersection warranted a signal. If they agree, it will not cost the CDD anything. Mr. Payne agreed to proceed. *There was Board consensus to speak with the county.*

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-02 Authorizing Disposition of Surplus Tangible Personal Property – Fitness Equipment

Mr. Eckert presented Resolution 2025-02, Authorizing the Disposition of Surplus Tangible Personal Property, which was included in the agenda package. This was in response to the donation of three pieces of fitness equipment to the St. Johns County Fire Rescue Division, which were valued at \$250. Mr. Payne confirmed that new equipment was installed in the Gym and this equipment was in storage. Mr. Masters pointed out that it was old equipment that the Fire Department was happy to have.

May 7, 2025

Brandy Creek CDD

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor Resolution 2025-02 Authorizing Disposition of Surplus Tangible Personal Property – Fitness Equipment was adopted.

SEVENTH ORDER OF BUSINESS**Fiscal Year 2026 Budget****A. Review of Proposed Budget**

Mr. Oliver reported that the District was required by Chapter 190 of the Florida Statutes, to approve a Proposed Budget by June 15th of each year, provide to St. Johns County and set a public hearing within 60 days. Typically, the Board approved the Proposed Budget in May and adopted it in July, but it could be adopted in August, in order to provide the certified Assessment Roll to the St. Johns County Tax Collector, to place assessments on the Tax Roll by November 1st. The Proposed Budget provided a worst-case scenario, increasing assessments by \$290 from \$1,563 to \$1,773. The two key factors for the huge increase in the budget in terms of the per unit assessment, was that last year, *Carry Forward Surplus* of \$30,000 was used to balance the budget, so there was no assessment increase. Last year, they were able to decrease the funding to the Capital Reserve from \$115,000 to \$75,000, due to the Florida, Power & Light (FPL) easement payment for the front entry. Looking at the Capital Reserve projections, they were projected to have an ending balance of \$338,000 and their actual gap reserve balance was \$393,000 or \$50,000 more. There was a 13.4% increase in assessments, but it could be decreased by \$87 per unit or a 5.9% increase, based on savings of \$65,000 in unassigned funds and capital reserve contributions. It was hard to avoid having an increase this year, but it would require a mailed notice to all property owners, announcing the public hearing in July.

Mr. Payne believed that inflation caused the 3% to 4% increases, as their facilities have been in existence for 20 years, there were also two pools to manage and the tennis courts needed resurfacing. In the last two years, the Board has done a good job of not increasing assessments, but they needed to make sure that they maintained an adequate level of capital reserve, in case there were any additional expenses. Mr. Oliver pointed out that the *Administrative* Budget increased by \$5,000 and the *Operations and Maintenance* (O&M) Budget increased by approximately \$38,000, including a \$20,000 increase in *General Facility Maintenance*, from \$30,000 to \$50,000. Mr. Payne felt that the assessment increase of 13.4% was high and preferred to decrease it to between 5% and 10%. Mr. Oliver recommended increasing the *Carry Forward Surplus* and utilizing the \$65,000 in unassigned funds and capital reserve contributions, to

May 7, 2025

Brandy Creek CDD

decrease the assessment increase to 5.9%. Ms. Little questioned the assessment amount. Mr. Oliver indicated 13.9% equated to a \$204 increase, but if they decreased it to 5.9%, the assessment increase would be \$83. Ms. Little was comfortable with the increase of \$204 per home. Mr. Blalock preferred the 5.9% assessment increase. Mr. Payne felt that they needed to be rational and did not want to go high for the sake of going high. Mr. Jolly preferred a 5.9% increase. Mr. Blalock suggested splitting the difference and holding onto the *Carry Forward Surplus* until the public hearing, utilizing \$45,000 instead of \$65,000. Mr. Metych felt that a 7.5% increase was reasonable. Mr. Oliver would run the numbers but equated that to a 7.5% increase or \$120. Mr. Payne asked if the residents in attendance felt that the increase was reasonable. Residents in attendance felt that it was reasonable and fair.

B. Consideration of Resolution 2025-03, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption (July 9, 2025)

Mr. Oliver presented Resolution 2025-03 approving the Proposed Budget for Fiscal Year 2026 and setting the public hearing for July 9 2024 at 6:30 p.m. at this location.

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor Resolution 2025-03 Approving the Proposed Budget for Fiscal Year 2026, increasing the assessment by 7.5% and Setting the Public Hearing for July 9, 2025 at 6:30 p.m. at this location was adopted.
--

Mr. Payne appreciated the budget discussion, Mr. Oliver for the explanation and residents for their confidence.

May 7, 2025

Brandy Creek CDD

EIGHTH ORDER OF BUSINESS**Other Business**

Mr. Payne requested discussion on the Comcast matter. Mr. Masters recalled that last year and the year before, Comcast had installed lines for 400 units in Phase 1. There were some issues, but overall, it went well. During that time, many residents in Phase 2 showed interest in having Comcast install lines. Comcast has looked into the 183 homes in Phase 2 and had set aside some money. He spoke with Mr. Emelio Gonzalez at Comcast a couple of weeks ago, who handled Phase 1, but all he did was obtain the permits. As a result, Mr. Masters contacted the Phase 2 POA President, to ask if she had spoken to Comcast. She said there were some discussions, but nothing was finalized. Mr. Masters then contacted Mr. Gonzalez' Supervisor, Mr. Mitch Young, who indicated that they did all of the permits that were necessary through the county, to bring in Comcast. Mr. Masters requested that Mr. Young hold off until this was discussed with the CDD Board. It was his understanding that Comcast was within their rights to use the easements in their yards to lay cable lines. Mr. Eckert explained that the CDD could not object to Comcast laying lines on right-of-way (ROW) and certain utility easements, but the CDD would have some rights to object it, to the extent that Comcast was coming onto common areas owned by the CDD, for which there was no easement, because there was no agreement. However, the CDD could take the position to help facilitate it and there should be an agreement with Comcast to restore the property.

Mr. Payne asked if any of their lines were on CDD property. Mr. Masters confirmed that there were six areas of CDD property that they had to pull lines through. Comcast did not want to create a wrecking ball system for Phase 2 and upset everyone, but residents would be upset if the Board decided to move forward and not block them from utilizing common areas. The cables would be connected from Phase 1, but when he asked them why they would not draw the lines from CR 2209, he was informed that the lines were dedicated to Silverleaf. As a result, they must pull a line from 15 boxes in Phase 1, to bring it through Phase 2 and dig down into some common areas. Comcast wanted to start this project next Monday on May 12th. Mr. Eckert asked if common area was property that the CDD owned that was not covered by an easement. Mr. Masters believed that all common areas had an easement. Mr. Eckert pointed out that any easements were included on the plat. Residents in Phase 2 were informed about this. If the Board allowed Comcast to proceed with the project, literature would be provided to residents and they

May 7, 2025

Brandy Creek CDD

would be sent a letter with contact information for Comcast, but if they could not reach anyone at Comcast, Mr. Masters would assist them.

To find out if common areas had an easement, Mr. Schaefer would review the plat, which would identify if there was an easement and who benefitted from it, as typically, when other Districts bring in another cable company, they would be required to go where the CDD wanted them to go, as private property lines cause more of a challenge. He could look at the plats and respond tomorrow. Mr. Jolly did not understand what the big issue was and what they were trying to prevent. Mr. Masters pointed out that they received calls from Phase 2 residents, some of which were happy and others that did not want Comcast on their property. Mr. Master went out to a few of the homes, where residents marked the land, but cable lines would typically be within 8 to 10 feet of their front yard. Mr. Blalock recalled many comments from Phase 2 residents last year, asking when they would be next, as it was a huge deal that Phase 2 did not get lines when Phase 1 did. Mr. Jolly was not concerned. Mr. Payne felt that this was a good thing, as far as the services that Comcast would bring to the community, as they repaired the damage that occurred in Phase 1. He had no issues, as long as Comcast made everything whole. Mr. Jolly agreed and there was Board consensus for Comcast to allow Comcast to access common areas.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Eckert reported they were following bills in the Legislature that would have a positive or negative impact on the District. The bill on the sovereign immunity limits failed, meaning the District's sovereign immunity limits did not change, which was good for their insurance rates. However, they could not just post their meetings on the website. They still had to publish notices in the newspaper. Many of these bills would return in the Fall, due to the short time when this session ended. It did not end on May 2nd like it was supposed to, as there were some budget concerns and other priorities and it was pushed to June. However, none of the bills that they were following would be addressed again in this session. Other than that, it has been quiet. Ms. Little asked if Mr. Eckert's firm was involved in the ethics training. Mr. Eckert confirmed that there were free courses for the ethics training which must be completed every year by December 31st. The Commission on Ethics required certain courses, but in June, they would go back and look if there were any new courses and if so, would email them to the Board. It did not change with this Legislative session. Mr. Oliver reminded the Board that the deadline

May 7, 2025

Brandy Creek CDD

to submit Form 1, by July 1st. There was a box on the form for the completion of the ethics training.

B. Engineer

Mr. Payne requested an assessment on their facilities and coordination with Mr. Schaefer. Mr. Masters could not recall if one was done every year by the prior engineer, ETM and if there was a requirement. Mr. Schaefer confirmed that his firm did not complete one. Mr. Oliver stated there were two different reports; one for new facilities and the other through a requirement in the bond indenture but would verify this. Mr. Masters indicated that they could inspect the facilities and provide a report. Mr. Schaefer pointed out that he was on a number of CDD Boards and when he first joined the Board, Mr. Masters showed him the facilities and felt that he had a good perspective of how well they were maintaining them. In his opinion, Mr. Masters did an outstanding job. Mr. Payne agreed.

C. Manager - Report on the Number of Registered Voters (1,307)

Mr. Oliver reported that each year, the District was required by Chapter 190, to place into the record, the number of registered voters. According to the St. Johns County Supervisor of Elections, there were 1,307 registered voters in the District as of April 15, 2025.

D Operations Manager

1. Report

2. Lake Doctors Report

Mr. Masters presented the Operation Manager and Lake Doctors Reports, which were included in the agenda package. He introduced Mr. John Huff, who was a resident of Brandy Creek and a member of the maintenance and janitorial staff. He was incredibly valuable to Mr. Masters, as he had vast experience, he was a resident and sees everything from both sides. Mr. Payne welcomed Mr. Huff. Mr. Masters reported that the 41 pool chairs and loungers were re-strapped last year, by a company that he used before for \$2,900. He had no plans to re-strap the furniture again this year but may send a newsletter to residents asking them to put their towel on the chair when applying sunscreen, as sunscreen took the color out of the plastic of seven or eight chairs. They may spend some money on a few things in Phase 1 that needed to be repaired, such as the bridge replacement and sub pumps. Regarding the lights, any resident could call FPL,

May 7, 2025

Brandy Creek CDD

to report a light that was out, but Mr. Masters and his staff performed quarterly checks. Currently, five lights were out in the entire neighborhood, but seven were dim, which were reported to FPL, as this was unacceptable. Mr. Jolly asked if they could switch a dim light to a light in front of his house that was too bright. Mr. Masters would check with FPL. Mr. Jolly surmised that residents did not report a light because they did not want the light to get brighter. Mr. Schaefer pointed out that FPL could install a shield, if a light was shining inside of someone's home. Mr. Masters would see what he could do.

Mr. Masters reported that the big-ticket items in the budget was for the Vesta contract, Yellowstone and Pool Shore; however, those items did not hit until January. A reasonable increase, around 3%, was provided by Mr. Oliver and Mr. Masters believed that they would be well within that number. He would know more in September for Yellowstone and in October for Pool Sure. Lake Doctors requested an increase starting on October 1st from \$965 per month to \$995 per month. The recommended adding fish to the ponds to control algae growth in the ponds, for \$2,700. By the next meeting, he should have more information. Mr. Schaefer confirmed that some communities used carp, but they had to fence in the outfalls to keep the fish from going through the outfalls. Mr. Masters recalled that the pond behind the Amenity Center, had 40-pound carp. The Phase 1 splash feature was finally installed. It looked good and residents provided positive feedback. Three alligators in the neighborhood, were removed by a trapper. Mr. Metych questioned when the splash pad would be open. Mr. Masters planned to open it by May 15th, as they were waiting to have drone footage and an additional part for the water cannon. The last part was putting decals on it with the weight limit, which was 75 pounds. Mr. Payne heard that there were issues with the Phase 1 pool. Mr. Masters reported that the marcite failed on the side, the weekend prior to this one, which was reported by a pool monitor. At this time, he was working with the vendor that built the pool, to do this work at no charge, as it was an unacceptable fail in his eyes, but another vendor provided a quote of \$1,500. Mr. Payne asked if the pool needed to be drained. Mr. Masters would get the options, but if they needed to drain it, the pool was closed on Monday and they would not have to drain it all the way, because it was not at the bottom. It would be drained to a certain level, have it marcited and filled back up.

May 7, 2025

Brandy Creek CDD

E. Amenity Manager**1. Report****2. Sheriff's Office Report**

Ms. Meadows presented the Amenity Manager and Sheriff's Office Reports, which were included in the agenda package. Officer Lauren was trying to get some traffic control officers to come out and clock the speed, but it was difficult. For Spring Break, since the water feature was not up, they decided to have a bounce house on Monday and Friday, because it was too cold for a water slide. They also had some activities throughout the week such as Easter themed crafts, sand art, a kickball tournament and ice cream social. The Spring Egg Hunt was held on what turned out to be a beautiful day. There was a petting zoo, which the kids enjoyed, as well as collecting the eggs. There was a cornhole tournament this month and some concerts, starting on Friday, May 30th from 6:30 p.m. to 8:30 p.m. There would also be food trucks, as well as a desert option for anyone who did not want to eat and an area for the kids. Ms. Little asked if the pool aerobics started. Ms. Meadows indicated that tonight was the first night for the pool aerobics. It was a free class. There were options to pay as you go or for the purchase of a monthly pass. Mr. Jolly asked if the swim school started their lessons. Ms. Meadows confirmed that they received the dates and the contract was being finalized. They were leery on the number of people that they were going to get and decided to start on Fridays from 9:30 a.m. to 1:30 p.m. and once it builds up, they could add another class during the week. Mr. Masters was excited that they were going to provide baby classes. Mr. Payne recalled that there was an Independence Day celebration on Saturday, July 4th. In the past, they had St. Johns County Fire Department drive a truck into Brandy Creek and asked if this would be reinstituted. Mr. Masters would look into it but recalled that many residents left for the July 4th holiday and suggested having it the weekend before.

TENTH ORDER OF BUSINESS**Supervisor's Requests and Audience Comments**

Resident Paul Dowell noted a great deal of underbrush and voiced concern about someone throwing a cigarette into the bushes. Since he has been here, it has not been cleaned out. Mr. Payne recalled in the past, they had an evaluation by the U.S. Forestry Department, due to a fire that occurred on CR 210. This was something that they could look into, if it was egregious, to see if they qualified for the U.S. Forestry Department cleaning it out. It was a free service, but they needed to get on the calendar, in order for them to bring in a machine. Mr.

May 7, 2025

Brandy Creek CDD

Schaefer would check on it, as some Districts had control burns. Mr. Huff pointed out that he wanted to work with this community, due to how beautiful it was and how taken care of it was. He also liked Mr. Masters work effort and how passionate he was about this community, to make sure that the residents were happy and the community remained beautiful. Like Mr. Masters, he could see anything that needed to be fixed immediately, before it became a financial problem. He looked forward to working with Mr. Masters and being part of this community. Ms. Little agreed with Mr. Huff's comments about Mr. Masters.

Mr. Jolly asked about the No Parking signs in front of driveways. Mr. Eckert indicated that this was a county issue; however, the CDD could ask the county to designate No Parking zones. Mr. Schaefer stated in the past, they prepared a site plan, which they shared with the county. In most cases, they were agreeable to having signs in the locations as shown on the site plan. If the Board wanted to do that, they could prepare a site plan and route it through county personnel. Mr. Payne was amenable to doing this, if they continued to get egregious concerns, but at this time, they could send out a communication reminding residents to be courteous to their neighbors. Mr. Masters felt that one of the issues, was when this room was rented, as it had an occupancy of 50 and there were only 14 parking spaces. One time there was a party and Officer Lauren had to ask people to move their cars. They were supposed to park on one side of the street, facing the direction of traffic. The tough part was telling people that did not live in the community, how to park, but they could include a notice in the rental agreement for the room, to inform the renter to tell their guests not to block driveways. Ms. Meadows indicated that she just included something in the newsletter on the appropriate places to park and where they were not allowed to park. Mr. Payne preferred to continue communicating with residents.

Mr. Payne voiced concern with kids riding bicycles on pond banks. Mr. Masters assumed that they were e-bikes, which were an issue everywhere. Mr. Eckert reported that St. Johns County was contemplating an ordinance to deal with e-bikes. The CDD could not be involved in traffic enforcement but could regulate what was used in the common areas and assumed that there was a CDD policy for no motorized vehicles in common areas. He suggested that Mr. Payne try to recognize the kids in order to suspend their amenity privileges or call the sheriff and have the sheriff find them and trespass off of District property. Mr. Payne requested that a communication be sent out to prohibit the use of e-bikes. Mr. Masters offered to send it and post signs on the banks, but did not think that Mr. Payne's pond was a problem, as the ponds in back

May 7, 2025

Brandy Creek CDD

of the Amenity Center were easier to get to. Mr. Eckert recommended saying no motorized vehicles in common areas.

ELEVENTH ORDER OF BUSINESS

Financial Reports

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

Mr. Oliver presented the March 31, 2024 Balance Sheet and Income Statement, which were included in the agenda package. There was a Capital Reserve balance of \$393,000. On the expenditure side of the Income Statement, there was a \$35,000 positive variance year to date, which was good. There should be a \$5,000 positive variance by the end of the year for revenues.

B. Assessment Receipt Schedule

Mr. Oliver presented the Assessment Receipt Schedule, which was included in the agenda package, showing that the District was 97.62% collected, as of the last distribution in February. They should be fully collected by the end of March.

C. Approval of Check Registers

Mr. Oliver presented the Check Register from February 1, 2025 to March 31, 2025 in the amount of \$216,024.55, which was included in the agenda package. Mr. Payne questioned whether there were more significant expenses coming out of the Capital Reserve to be paid. Mr. Masters recalled that a second payment of \$60,000 was not made to Compact for the splash pad. Mr. Oliver stated that it was probably paid but not reflected in the March 31st financials.

On MOTION by Mr. Payne seconded by Mr. Jolly with all in favor the February 1, 2025 to March 31, 2025 in the amount of \$216,024.55 was approved.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – July 9, 2025 at 6:30 p.m. at Phase 2 Amenity Center

Mr. Payne stated that the next meeting was scheduled for July 9, 2025 at 6:30 p.m. at the Phase 2 Amenity Center.

May 7, 2025

Brandy Creek CDD

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:

Jim Oliver

D1BA5E5E7418418...

Secretary/Assistant Secretary

Signed by:

Meredith Payne

F90EE6B0C57E452...

Chairman/Vice Chairman