

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

**January 24, 2025**

## **BOARD OF SUPERVISORS REGULAR MEETING AGENDA**

**WOODCREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA**  
**LETTER**

**Woodcreek Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

January 17, 2025

Board of Supervisors  
Woodcreek Community Development District

Dear Board Members:

The Board of Supervisors of the Woodcreek Community Development District will hold a Regular Meeting on January 24, 2025 at 10:30 a.m., or as soon thereafter as the matter may be heard, at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisor (Joshua Tepper - Seat 5) and Appointed Supervisor (Ethan Mellish - Seat 4) *(the following to be provided in a separate package)*
  - A. Required Ethics Training and Disclosure Filing
    - Sample Form 1 2023/Instructions
  - B. Membership, Obligations and Responsibilities
  - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date
5. Consideration of Resolution 2025-05, Amending Resolution 2024-06, Which Relates to the district's Annual Appropriations and Which Adopts the Annual Budget for the Fiscal Year Ending September 30, 2025; and Addressing Conflicts and an Effective Date
6. Consideration of Fiscal Year 2025 Deficit Funding Agreement
7. Consideration of Resolution 2025-06, Providing for Amendment of Resolution 2024-07; Providing a Severability Clause; and Providing an Effective Date

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

**NOTE: Delayed Start Time of 10:30 AM**

8. Acceptance of Unaudited Financial Statements as of December 31, 2024
9. Approval of Meeting Minutes
  - A. November 5, 2024 Landowners' Meeting
  - B. November 22, 2024 Regular Meeting
10. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer (Interim): *WRA Engineering, LLC*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - Discussion: Insurance Vertical Assets
    - NEXT MEETING DATE: February 28, 2025 at 10:00 AM, *or immediately following the adjournment of the Avalon Park West CDD and Summerstone CDD meetings*

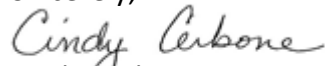
○ QUORUM CHECK

|        |                  |                                    |                                |                             |
|--------|------------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | CHRISTIAN COTTER | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | MARY MOULTON     | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | JOHN WIGGINS     | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | ETHAN MELLISH    | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | JOSH TEPPER      | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |

11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,



Cindy Cerbone  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 131 733 0895**

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

# **4**

**RESOLUTION 2025-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
WOODCREEK COMMUNITY DEVELOPMENT DISTRICT ELECTING  
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR  
AN EFFECTIVE DATE.**

**WHEREAS**, the Woodcreek Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF WOODCREEK COMMUNITY DEVELOPMENT  
DISTRICT THAT:**

**SECTION 1.** The following is/are elected as Officer(s) of the District effective January 24, 2025:

\_\_\_\_\_ is elected Chair  
\_\_\_\_\_  
\_\_\_\_\_ is elected Vice Chair  
\_\_\_\_\_  
\_\_\_\_\_ is elected Assistant Secretary  
\_\_\_\_\_  
\_\_\_\_\_ is elected Assistant Secretary  
\_\_\_\_\_  
\_\_\_\_\_ is elected Assistant Secretary  
\_\_\_\_\_

**SECTION 2.** The following Officer(s) shall be removed as Officer(s) as of January 24, 2025:

\_\_\_\_\_

**SECTION 3.** The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Cindy Cerbone is Assistant Secretary

Jamie Sanchez is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

**PASSED AND ADOPTED THIS 24<sup>TH</sup> DAY OF JANUARY, 2025.**

ATTEST:

**WOODCREEK COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

# **5**



**RESOLUTION 2025-05**

**A RESOLUTION OF THE WOODCREEK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) AMENDING RESOLUTION 2024-06, WHICH RELATES TO THE DISTRICT’S ANNUAL APPROPRIATIONS AND WHICH ADOPTS THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025; AND ADDRESSING CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the District previously adopted Resolution 2024-06 (“**Budget Resolution**”) approving the District’s annual budget(s) (“**Annual Budget**”) for the fiscal year ending September 30, 2025; and

**WHEREAS**, Section 3 of the Budget Resolution authorizes the District’s Board to modify the District’s Annual Budget by resolution; and

**WHEREAS**, the District desires to amend the Budget Resolution in order to adopt an amended Annual Budget, which is attached hereto as **Exhibit A**;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WOODCREEK COMMUNITY DEVELOPMENT DISTRICT:**

**1. AMENDMENT.** The Budget Resolution is hereby amended, and **Exhibit A** attached hereto is hereby adopted and supersedes and replaces the prior version of the Annual Budget, which was attached as Exhibit A to the Budget Resolution.

**2. CONFLICTS.** Except as set forth herein, the Budget Resolution remains in full force and effect.

**3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 24TH DAY OF JANUARY, 2025.**

ATTEST:

**WOODCREEK COMMUNITY DEVELOPMENT  
DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Annual Budget (as amended)

**Exhibit A:** Annual Budget (as amended)

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED GENERAL FUND BUDGET  
FISCAL YEAR 2025**

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED GENERAL FUND BUDGET  
FISCAL YEAR 2025**

|                                                              | Adopted<br>Budget<br>FY 2025 | Change  | Amended<br>Budget<br>FY 2025 |
|--------------------------------------------------------------|------------------------------|---------|------------------------------|
| <b>REVENUES</b>                                              |                              |         |                              |
| Assessment levy: on-roll - gross                             | \$ 22,852                    | \$ -    | \$ 22,852                    |
| Allowable discounts (4%)                                     | (914)                        | -       | (914)                        |
| Assessment levy: on-roll - net                               | 21,938                       | -       | 21,938                       |
| Assessment levy: off-roll                                    | 83,729                       | (9,206) | 74,523                       |
| Landowner contribution                                       | -                            | 9,206   | 9,206                        |
| Total revenues                                               | 105,667                      | -       | 105,667                      |
| <b>EXPENDITURES</b>                                          |                              |         |                              |
| <b>Professional &amp; administrative</b>                     |                              |         |                              |
| Management/accounting/recording                              | 48,000                       | -       | 48,000                       |
| Legal                                                        | 25,000                       | -       | 25,000                       |
| Engineering                                                  | 2,000                        | -       | 2,000                        |
| Audit                                                        | 5,500                        | -       | 5,500                        |
| Arbitrage rebate calculation                                 | 1,500                        | -       | 1,500                        |
| Dissemination agent                                          | 2,000                        | -       | 2,000                        |
| EMMA software service                                        | 1,000                        | -       | 1,000                        |
| Trustee                                                      | 10,000                       | -       | 10,000                       |
| Telephone                                                    | 200                          | -       | 200                          |
| Postage                                                      | 500                          | -       | 500                          |
| Printing & binding                                           | 500                          | -       | 500                          |
| Legal advertising                                            | 1,700                        | -       | 1,700                        |
| Annual special district fee                                  | 175                          | -       | 175                          |
| Insurance                                                    | 5,720                        | -       | 5,720                        |
| Contingencies/bank charges                                   | 500                          | -       | 500                          |
| Website hosting & maintenance                                | 705                          | -       | 705                          |
| Website ADA compliance                                       | 210                          | -       | 210                          |
| Tax collector                                                | 457                          | -       | 457                          |
| Total professional & administrative                          | 105,667                      | -       | 105,667                      |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | -                            | -       | -                            |
| Fund balance - beginning (unaudited)                         | 41,106                       | -       | 41,106                       |
| Fund balance - ending (projected)                            |                              |         |                              |
| Assigned                                                     |                              |         |                              |
| Working capital                                              | 30,707                       | -       | 30,707                       |
| Unassigned                                                   | 10,399                       | -       | 10,399                       |
| Fund balance - ending                                        | \$ 41,106                    | \$ -    | \$ 41,106                    |

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

|                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Management/accounting/recording                                                                                                                                                                                                                                                                                                                                                                                      | \$ 48,000                |
| <p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p> |                          |
| Legal                                                                                                                                                                                                                                                                                                                                                                                                                | 25,000                   |
| <p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>                                                                                                                                                                                                  |                          |
| Engineering                                                                                                                                                                                                                                                                                                                                                                                                          | 2,000                    |
| <p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>                                                                                                              |                          |
| Audit                                                                                                                                                                                                                                                                                                                                                                                                                | 5,500                    |
| <p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>                                                                                                                                                                                                                                                                                |                          |
| Arbitrage rebate calculation                                                                                                                                                                                                                                                                                                                                                                                         | 1,500                    |
| <p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>                                                                                                                                                                                                                                                                  |                          |
| Dissemination agent                                                                                                                                                                                                                                                                                                                                                                                                  | 2,000                    |
| <p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>                                                                                                                                                                               |                          |
| EMMA software service                                                                                                                                                                                                                                                                                                                                                                                                | 1,000                    |
| Trustee                                                                                                                                                                                                                                                                                                                                                                                                              | 10,000                   |
| Telephone                                                                                                                                                                                                                                                                                                                                                                                                            | 200                      |
| <p>Telephone and fax machine.</p>                                                                                                                                                                                                                                                                                                                                                                                    |                          |
| Postage                                                                                                                                                                                                                                                                                                                                                                                                              | 500                      |
| <p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>                                                                                                                                                                                                                                                                                                                                        |                          |
| Printing & binding                                                                                                                                                                                                                                                                                                                                                                                                   | 500                      |
| <p>Letterhead, envelopes, copies, agenda packages</p>                                                                                                                                                                                                                                                                                                                                                                |                          |
| Legal advertising                                                                                                                                                                                                                                                                                                                                                                                                    | 1,700                    |
| <p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>                                                                                                                                                                                                                                                                                                            |                          |
| Annual special district fee                                                                                                                                                                                                                                                                                                                                                                                          | 175                      |
| <p>Annual fee paid to the Florida Department of Economic Opportunity.</p>                                                                                                                                                                                                                                                                                                                                            |                          |
| Insurance                                                                                                                                                                                                                                                                                                                                                                                                            | 5,720                    |
| <p>The District will obtain public officials and general liability insurance.</p>                                                                                                                                                                                                                                                                                                                                    |                          |
| Contingencies/bank charges                                                                                                                                                                                                                                                                                                                                                                                           | 500                      |
| <p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>                                                                                                                                                                                                                                                                                                          |                          |
| Website hosting & maintenance                                                                                                                                                                                                                                                                                                                                                                                        | 705                      |
| Website ADA compliance                                                                                                                                                                                                                                                                                                                                                                                               | 210                      |
| Tax collector                                                                                                                                                                                                                                                                                                                                                                                                        | 457                      |
| Total expenditures                                                                                                                                                                                                                                                                                                                                                                                                   | <u><u>\$ 105,667</u></u> |

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
ASSESSMENT COMPARISON  
PROJECTED FISCAL YEAR 2025 ASSESSMENTS**

| <b>On-Roll Assessments (Series 2022 Bonds)</b> |              |                                                    |                                               |                                                  |                                                      |
|------------------------------------------------|--------------|----------------------------------------------------|-----------------------------------------------|--------------------------------------------------|------------------------------------------------------|
|                                                |              | <b>FY 2025 O&amp;M<br/>Assessment<br/>per Unit</b> | <b>FY 2025 DS<br/>Assessment<br/>per Unit</b> | <b>FY 2025 Total<br/>Assessment<br/>per Unit</b> | <b>FY 2024<br/>Total<br/>Assessment<br/>per Unit</b> |
| <b>Product/Parcel</b>                          | <b>Units</b> |                                                    |                                               |                                                  |                                                      |
| Villas 35'                                     | 80           | 116.59                                             | 1,063.18                                      | 1,179.77                                         | \$ 1,212.00                                          |
| SF 50'                                         | 58           | 116.59                                             | 1,594.77                                      | 1,711.36                                         | \$ 1,743.59                                          |
| SF 60'                                         | 58           | 116.59                                             | 1,913.73                                      | 2,030.32                                         | \$ 2,062.55                                          |
| <b>Total</b>                                   | <b>196</b>   |                                                    |                                               |                                                  |                                                      |

| <b>Off-Roll Assessments</b> |              |                                                    |                                               |                                                  |                                                      |
|-----------------------------|--------------|----------------------------------------------------|-----------------------------------------------|--------------------------------------------------|------------------------------------------------------|
|                             |              | <b>FY 2025 O&amp;M<br/>Assessment<br/>per Unit</b> | <b>FY 2025 DS<br/>Assessment<br/>per Unit</b> | <b>FY 2025 Total<br/>Assessment<br/>per Unit</b> | <b>FY 2024<br/>Total<br/>Assessment<br/>per Unit</b> |
| <b>Product/Parcel</b>       | <b>Units</b> |                                                    |                                               |                                                  |                                                      |
| Townhomes 20'               | 128          | \$ 109.59                                          | \$ -                                          | \$ 109.59                                        | \$ 139.89                                            |
| Villas 35'                  | 58           | 109.59                                             | -                                             | 109.59                                           | \$ 139.89                                            |
| SF 40'                      | 236          | 109.59                                             | -                                             | 109.59                                           | \$ 139.89                                            |
| SF 50'                      | 209          | 109.59                                             | -                                             | 109.59                                           | \$ 139.89                                            |
| SF 60'                      | 49           | 109.59                                             | -                                             | 109.59                                           | \$ 139.89                                            |
| <b>Total</b>                | <b>680</b>   |                                                    |                                               |                                                  |                                                      |

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

**6**

## FISCAL YEAR 2025 DEFICIT FUNDING AGREEMENT

This **FISCAL YEAR 2025 DEFICIT FUNDING AGREEMENT** ("**Agreement**") is made and entered into this 24<sup>th</sup> day of January, 2025, by and between:

**WOODCREEK COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and whose mailing address is c/o Wrathell Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District**"); and

**FORESTAR (USA) REAL ESTATE GROUP INC.**, a foreign profit corporation, the owner and developer of lands within the boundary of the District, whose mailing address is 10700 Pecan Park Blvd., Suite 150, Austin, Texas 78750 ("**Developer**").

### RECITALS

**WHEREAS**, the District was established for the purposes of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District, pursuant to Chapter 190, *Florida Statutes*, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

**WHEREAS**, the District has adopted its annual budget for Fiscal Year 2025 ("**FY 2025 Budget**"), which begins on October 1, 2024 and ends on September 30, 2025, and has levied and imposed operations and maintenance assessments ("**O&M Assessments**") on lands within the District to fund a portion of the FY 2025 Budget; and

**WHEREAS**, the Developer has agreed to fund the cost of any "**Budget Deficit**," representing the difference between the FY 2025 Budget amount and the amount of the O&M Assessments, but subject to the terms of this Agreement.

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

1. **FUNDING.** The Developer agrees to make available to the District any monies ("**Developer Contributions**") necessary for the Budget Deficit as identified in **Exhibit A** (and as **Exhibit A** may be amended from time to time pursuant to Florida law, but subject to the Developers' consent to such amendments to incorporate them herein), and within thirty (30) days of written request by the District. As a point of clarification, the District shall only request funding for the actual expenses of the District, and the Developer is not required to fund the total general fund budget in the event that actual expenses are less than the projected total general fund budget set forth in **Exhibit A**. The District shall have no obligation to repay any Developer Contribution provided hereunder.

2. **ENTIRE AGREEMENT.** This instrument shall constitute the final and complete expression of the agreement among the parties relating to the subject matter of this Agreement. Amendments to



and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

3. **AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all of the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

4. **ASSIGNMENT.** This Agreement may be assigned, in whole or in part, by any party only upon the written consent of the other(s). Any purported assignment without such consent shall be void.

5. **DEFAULT.** A default by any party under this Agreement shall entitle the other(s) to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.

6. **ENFORCEMENT.** In the event that any party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other(s) all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

7. **THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

8. **CHOICE OF LAW.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

9. **ARM'S LENGTH.** This Agreement has been negotiated fully among the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

10. **EFFECTIVE DATE.** The Agreement shall be effective after execution by the parties hereto.

[SIGNATURES ON NEXT PAGE]

**IN WITNESS WHEREOF**, the parties execute this Agreement the day and year first written above.

**WOODCREEK COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**FORESTAR (USA) REAL ESTATE GROUP INC.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A:**      FY 2025 Budget

**EXHIBIT A:** FY 2025 Budget

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

# **7**

## **RESOLUTION 2025-06**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WOODCREEK COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR AMENDMENT OF RESOLUTION 2024-07; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Woodcreek Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of financing, providing, constructing, operating and/or maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, on August 23, 2024, the District’s Board of Supervisors (“Board”) conducted public hearings regarding adoption of the annual budget and levy of special an operations and maintenance assessment (“O&M Assessments”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“Fiscal Year 2025”); and

**2WHEREAS**, following such public hearing the Board adopted Resolution 2024-07 levying O&M Assessments for Fiscal Year 2025 and certifying such O&M Assessments and previously levied debt service assessments securing the District’s previously levied \$3,785,000 Capital Improvement Revenue Bonds, Series 2022 (Assessment Area One) (“Debt Assessments”) for collection; and

**WHEREAS**, due to a change in the development plan, which does not affect the O&M Assessments or Debt Assessments for any existing residential units within the District, the assessment roll must be revised; and

**WHEREAS**, the Board desires to amend Resolution 2024-07 to conform with the change in development plan; and

**WHEREAS**, it is just, equitable, and in the District’s best interest to make such amendments and corrections and to affirm and ratify the actions of the District’s staff and Board in accordance therewith.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WOODCREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. RECITALS.** The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

**SECTION 2. AMENDMENT OF RESOLUTION 2024-07.** Resolution 2024-07 is hereby amended to update **Exhibits A and B**, with the revised **Exhibits A and B**, attached hereto. This Resolution’s exhibits supersede and replace the prior version of **Exhibits A and B**, which were attached to Resolution 2024-07. A deficit funding agreement, substantially in the form set forth

as **Exhibit C**, is hereby authorized and approved in order to fund any shortfall as a result of the change in the assessment roll, and as it relates to the O&M Assessments.

**SECTION 3. AFFIRMATION OF RESOLUTION 2024-07.** Nothing contained herein shall alter or amend Resolution 2024-07, except to the extent set forth in Section 2., above. Resolution 2024-07 and the actions taken to adopt said resolution and all actions related to the billing, collection, and enforcement of the District's Fiscal Year 2025 O&M Assessments and Debt Assessments are hereby ratified and affirmed. Nothing in this Resolution shall otherwise alter or amend any other resolutions previously adopted by the District's Board of Supervisors, unless necessary to achieve the intent and purpose of this Resolution.

**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.

**PASSED AND ADOPTED** this 24th day of January, 2025

ATTEST:

**WOODCREEK COMMUNITY DEVELOPMENT  
DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Budget  
**Exhibit B:** Assessment Roll  
**Exhibit C:** Deficit Funding Agreement

**WOODCREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED**  
**FINANCIAL**  
**STATEMENTS**

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
DECEMBER 31, 2024**



**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2024**

|                                      | General<br>Fund   | Debt<br>Service<br>Fund<br>Series 2022 | Capital<br>Projects<br>Fund<br>Series 2022 | Total<br>Governmental<br>Funds |
|--------------------------------------|-------------------|----------------------------------------|--------------------------------------------|--------------------------------|
| <b>ASSETS</b>                        |                   |                                        |                                            |                                |
| Cash                                 | \$ 277,444        | \$ -                                   | \$ -                                       | \$ 277,444                     |
| Investments                          |                   |                                        |                                            |                                |
| Revenue                              | -                 | 55,982                                 | -                                          | 55,982                         |
| Reserve                              | -                 | 67,808                                 | -                                          | 67,808                         |
| Capitalized interest                 | -                 | 15                                     | -                                          | 15                             |
| Construction                         | -                 | -                                      | 128                                        | 128                            |
| Due from Landowner                   | 41,863            | -                                      | -                                          | 41,863                         |
| Due from general fund                | -                 | 201,421                                | -                                          | 201,421                        |
| Total assets                         | <u>\$ 319,307</u> | <u>\$ 325,226</u>                      | <u>\$ 128</u>                              | <u>\$ 644,661</u>              |
| <b>LIABILITIES AND FUND BALANCES</b> |                   |                                        |                                            |                                |
| Liabilities:                         |                   |                                        |                                            |                                |
| Accounts payable                     | \$ 9,256          | \$ -                                   | \$ -                                       | \$ 9,256                       |
| Due to Landowner                     | 1,526             | 1,560                                  | -                                          | 3,086                          |
| Due to debt service fund             | 201,421           | -                                      | -                                          | 201,421                        |
| Landowner advance                    | 6,000             | -                                      | -                                          | 6,000                          |
| Total liabilities                    | <u>218,203</u>    | <u>1,560</u>                           | <u>-</u>                                   | <u>219,763</u>                 |
| <b>DEFERRED INFLOWS OF RESOURCES</b> |                   |                                        |                                            |                                |
| Deferred receipts                    | 41,863            | -                                      | -                                          | 41,863                         |
| Total deferred inflows of resources  | <u>41,863</u>     | <u>-</u>                               | <u>-</u>                                   | <u>41,863</u>                  |
| Fund balances:                       |                   |                                        |                                            |                                |
| Restricted for:                      |                   |                                        |                                            |                                |
| Debt service                         | -                 | 323,666                                | -                                          | 323,666                        |
| Capital projects                     | -                 | -                                      | 128                                        | 128                            |
| Unassigned                           | 59,241            | -                                      | -                                          | 59,241                         |
| Total fund balances                  | <u>59,241</u>     | <u>323,666</u>                         | <u>128</u>                                 | <u>383,035</u>                 |
| Total liabilities and fund balances  | <u>\$ 319,307</u> | <u>\$ 325,226</u>                      | <u>\$ 128</u>                              | <u>\$ 644,661</u>              |

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED DECEMBER 31, 2024**

|                                                              | Current<br>Month | Year to<br>Date  | Budget           | % of<br>Budget |
|--------------------------------------------------------------|------------------|------------------|------------------|----------------|
| <b>REVENUES</b>                                              |                  |                  |                  |                |
| Assessment levy: on-roll - net                               | \$ 16,277        | \$ 18,916        | \$ 21,938        | 86%            |
| Assessment levy: off-roll                                    | -                | -                | 83,729           | 0%             |
| Total revenues                                               | <u>16,277</u>    | <u>18,916</u>    | <u>105,667</u>   | 18%            |
| <b>EXPENDITURES</b>                                          |                  |                  |                  |                |
| <b>Professional &amp; administrative</b>                     |                  |                  |                  |                |
| Management/accounting/recording                              | 4,000            | 12,000           | 48,000           | 25%            |
| Legal                                                        | 847              | 1,947            | 25,000           | 8%             |
| Engineering                                                  | -                | -                | 2,000            | 0%             |
| Audit                                                        | -                | -                | 5,500            | 0%             |
| Arbitrage rebate calculation                                 | -                | -                | 1,500            | 0%             |
| Dissemination agent                                          | 83               | 250              | 2,000            | 13%            |
| EMMA software service                                        | -                | 1,000            | 1,000            | 100%           |
| Trustee                                                      | 4,256            | 4,256            | 10,000           | 43%            |
| Telephone                                                    | 17               | 50               | 200              | 25%            |
| Postage                                                      | 11               | 11               | 500              | 2%             |
| Printing & binding                                           | 42               | 125              | 500              | 25%            |
| Legal advertising                                            | -                | 358              | 1,700            | 21%            |
| Annual special district fee                                  | -                | 175              | 175              | 100%           |
| Insurance                                                    | -                | 5,408            | 5,720            | 95%            |
| Contingencies/bank charges                                   | 79               | 243              | 500              | 49%            |
| Website hosting & maintenance                                | -                | -                | 705              | 0%             |
| Website ADA compliance                                       | -                | -                | 210              | 0%             |
| Total professional & administrative                          | <u>9,335</u>     | <u>25,823</u>    | <u>105,210</u>   | 25%            |
| <b>Other fees &amp; charges</b>                              |                  |                  |                  |                |
| Tax collector                                                | <u>326</u>       | <u>378</u>       | <u>457</u>       | 83%            |
| Total other fees & charges                                   | <u>326</u>       | <u>378</u>       | <u>457</u>       | 83%            |
| Total expenditures                                           | <u>9,661</u>     | <u>26,201</u>    | <u>105,667</u>   | 25%            |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 6,616            | (7,285)          | -                |                |
| Fund balances - beginning                                    | 52,625           | 66,526           | 41,106           |                |
| Assigned                                                     |                  |                  |                  |                |
| Working capital                                              | 30,707           | 30,707           | 30,707           |                |
| Unassigned                                                   | 28,534           | 28,534           | 10,399           |                |
| Fund balances - ending                                       | <u>\$ 59,241</u> | <u>\$ 59,241</u> | <u>\$ 41,106</u> |                |

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2022  
FOR THE PERIOD ENDED DECEMBER 31, 2024**

|                                                              | Current<br>Month         | Year To<br>Date          | Budget                   | % of<br>Budget |
|--------------------------------------------------------------|--------------------------|--------------------------|--------------------------|----------------|
| <b>REVENUES</b>                                              |                          |                          |                          |                |
| Assessment levy: on-roll - net                               | \$ 205,532               | \$ 238,852               | \$ 277,005               | 86%            |
| Interest                                                     | 316                      | 1,830                    | -                        | N/A            |
| Total revenues                                               | <u>205,848</u>           | <u>240,682</u>           | <u>277,005</u>           | 87%            |
| <b>EXPENDITURES</b>                                          |                          |                          |                          |                |
| <b>Debt service</b>                                          |                          |                          |                          |                |
| Principal                                                    | -                        | -                        | 55,000                   | 0%             |
| Interest                                                     | -                        | 108,018                  | 216,035                  | 50%            |
| Tax collector                                                | 4,111                    | 4,777                    | 5,771                    | 83%            |
| Total debt service                                           | <u>4,111</u>             | <u>112,795</u>           | <u>276,806</u>           | 41%            |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | 201,737                  | 127,887                  | 199                      |                |
| Fund balances - beginning                                    | <u>121,929</u>           | <u>195,779</u>           | <u>188,194</u>           |                |
| Fund balances - ending                                       | <u><u>\$ 323,666</u></u> | <u><u>\$ 323,666</u></u> | <u><u>\$ 188,393</u></u> |                |

**WOODCREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2022  
FOR THE PERIOD ENDED DECEMBER 31, 2024**

|                                                              | Current<br>Month     | Year To<br>Date      |
|--------------------------------------------------------------|----------------------|----------------------|
| <b>REVENUES</b>                                              |                      |                      |
| Interest                                                     | \$ -                 | \$ 1                 |
| Total revenues                                               | <u>-</u>             | <u>1</u>             |
| <b>EXPENDITURES</b>                                          | <u>-</u>             | <u>-</u>             |
| Total expenditures                                           | <u>-</u>             | <u>-</u>             |
| Excess/(deficiency) of revenues<br>over/(under) expenditures | -                    | 1                    |
| Fund balances - beginning                                    | 128                  | 127                  |
| Fund balances - ending                                       | <u><u>\$ 128</u></u> | <u><u>\$ 128</u></u> |

# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

# **MINUTES**

# **A**

**DRAFT**

**MINUTES OF MEETING  
WOODCREEK COMMUNITY DEVELOPMENT DISTRICT**

A Landowners' Meeting of the Woodcreek Community Development District was held on November 5, 2024 at 10:00 a.m., at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558.

**Present at the meeting were:**

|                            |                               |
|----------------------------|-------------------------------|
| Jamie Sanchez              | District Manager/Proxy Holder |
| Ryan Dugan (via telephone) | District Counsel              |
| Wes Haber (via telephone)  | Kutak Rock LLP                |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:05 a.m.

**SECOND ORDER OF BUSINESS**

**Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**THIRD ORDER OF BUSINESS**

**Election of Chair to Conduct Landowners' Meeting**

Ms. Sanchez served as Chair to conduct the Landowners' meeting.

**FOURTH ORDER OF BUSINESS**

**Election of Supervisors [Seats 3, 4, 5]**

**A. Nominations**

Ms. Sanchez nominated the following:

|        |               |
|--------|---------------|
| Seat 3 | John Wiggins  |
| Seat 4 | No nomination |
| Seat 5 | Joshua Tepper |

No other nominations were made.

**B. Casting of Ballots**

- **Determine Number of Voting Units Represented**

A total of 136 voting units were represented.

- **Determine Number of Voting Units Assigned by Proxy**

Ms. Sanchez is the appointed Proxy Holder for the Landowner, D R Horton, Inc., who owns 136 platted units, equating to 136 voting units. She is eligible to cast up to 136 votes per Seat.

Ms. Sanchez cast the following votes:

|        |              |           |
|--------|--------------|-----------|
| Seat 3 | John Wiggins | 120 votes |
|--------|--------------|-----------|

|        |               |         |
|--------|---------------|---------|
| Seat 4 | No nomination | 0 votes |
|--------|---------------|---------|

|        |               |           |
|--------|---------------|-----------|
| Seat 5 | Joshua Tepper | 120 votes |
|--------|---------------|-----------|

**C. Ballot Tabulation and Results**

Ms. Sanchez reported the ballot tabulation, results and term lengths, as follows:

|        |              |           |             |
|--------|--------------|-----------|-------------|
| Seat 3 | John Wiggins | 120 votes | 4-Year Term |
|--------|--------------|-----------|-------------|

|        |               |         |  |
|--------|---------------|---------|--|
| Seat 4 | No nomination | 0 votes |  |
|--------|---------------|---------|--|

|        |               |           |             |
|--------|---------------|-----------|-------------|
| Seat 5 | Joshua Tepper | 120 votes | 4-Year Term |
|--------|---------------|-----------|-------------|

**FIFTH ORDER OF BUSINESS**

**Landowners' Questions/Comments**

There were no Landowners' questions or comments.

**SIXTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned at 10:06 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

64  
65  
66  
67  
68  
69

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Secretary/Assistant Secretary

---

Chair/Vice Chair



# **WOODCREEK**

## **COMMUNITY DEVELOPMENT DISTRICT**

# **MINUTES**

# **B**

**DRAFT**

**MINUTES OF MEETING  
WOODCREEK COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Woodcreek Community Development District held a Regular Meeting on November 22, 2024 at 10:00 a.m., or as soon thereafter as the matter could be heard, at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

**Present were:**

|                  |                     |
|------------------|---------------------|
| Christian Cotter | Chair               |
| Mary Moulton     | Vice Chair          |
| John Wiggins     | Assistant Secretary |

**Also present:**

|                                |                                    |
|--------------------------------|------------------------------------|
| Cindy Cerbone                  | District Manager                   |
| Chris Conti                    | Wrathell, Hunt and Associates, LLC |
| Jere Earlywine (via telephone) | District Counsel                   |
| Neeraj Chander                 | Access Management                  |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:06 a.m.

Supervisors Moulton, Cotter and Wiggins were present. One seat was vacant.

Ms. Cerbone noted that she administered the Oath of Office to Mr. Wiggins prior to the meeting; therefore, a quorum was established for today's meeting. The Oath of Office will be administered to Mr. Tepper at or before the next meeting.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Elected Supervisors (Seat 3 - John Wiggins, Seat 5 - Joshua Tepper) (the following to be provided in a separate package)**

This item was addressed during the First Order of Business.

**A. Required Ethics Training and Disclosure Filing**

Ms. Cerbone reminded the Supervisors about the opportunities to complete the four hours of required ethics training, which must be completed by December 31, 2024. She will email a link with course options to Board Members on request.

- **Sample Form 1 2023/Instructions**

**B. Membership, Obligations and Responsibilities**

**C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

**D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-01 and recapped the results of the Landowners' Election, which will be inserted into Sections 1 and 2, as follows:

|        |               |           |             |
|--------|---------------|-----------|-------------|
| Seat 3 | John Wiggins  | 120 votes | 4-Year Term |
| Seat 4 | No nomination | 0 votes   |             |
| Seat 5 | Joshua Tepper | 120 votes | 4-Year Term |

**On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2028**

Ms. Moulton nominated Mr. Ethan Mellish to fill Seat 4. No other nominations were made.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the appointment of Mr. Ethan Mellish to fill Seat 4, Term Expires November 2028, was approved.

• **Administration of Oath of Office to Appointed Supervisor**

The Oath of Office will be administered to Mr. Mellish at or before the next meeting.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-02,  
Electing and Removing Officers of the  
District and Providing for an Effective Date**

This item was deferred.

**SEVENTH ORDER OF BUSINESS**

**Presentation of Second Supplemental  
Engineer's Report**

Mr. Earlywine presented the Second Supplemental Engineer's Report dated December 2024. He noted the following:

- The Report describes the nature of some of the improvements.
- The Report includes two findings required to proceed with bond issuance, first that the project is feasible and second, that the costs are reasonable in line with market conditions.

On MOTION by Mr. Wiggins and seconded by Ms. Moulton, with all in favor, the Second Supplemental Engineer's Report, dated December 2024, in substantial form, for purposes of bond financing, was approved.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Second Supplemental  
Special Assessment Methodology Report**

Ms. Cerbone distributed and presented the recently updated Second Supplemental Special Assessment Methodology Report. She noted the following:

- The Report addresses the CDD's upcoming second bond issuance.
- Table 1 on Page 13 recaps existing "Assessment Area One" bonds already levied over 196 units and the upcoming bond issuance for "Assessment Area Two", to be levied over 389 units. A third bond issuance for the remaining 375 units will likely occur in the future.

➤ The estimated Project Costs for "Assessment Area Two" are approximately \$18 million. In order to finance the estimated \$6.3 million of those improvement costs, including debt service, capitalized interest and costs of issuance, the District will issue the total estimated par amount of \$7,095,000. Remaining amounts will be contributed by the Developer and/or future bonds.

Ms. Cerbone and Mr. Earlywine discussed the Benefit Allocation across the product types, the Maximum Debt Service Assessments per Unit, the Equivalent Residential Unit (ERU) weightings, Lienability Tests, True-Up Mechanism, etc., and reviewed the Tables on Pages 13 through 15.

**On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the Second Supplemental Special Assessment Methodology Report, in substantial form, was approved.**

#### **NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-03, Delegating to the Chairman of the Board of Supervisors of Woodcreek Community Development District (the "District") the Authority to Approve the Sale, Issuance and Terms of Sale of Woodcreek Community Development District Capital Improvement Revenue Bonds, Series 2025 (Assessment Area Two), as a Single Series of Bonds Under the Master Trust Indenture (the "Series 2025 Bonds") in Order to Finance the Assessment Area Two Project; Establishing the Parameters for the Principal Amounts, Interest Rates, Maturity Dates, Redemption Provisions and Other Details Thereof; Approving the Form of and Authorizing the Chairman to Accept the Bond Purchase Contract for the Series 2025 Bonds; Approving a Negotiated Sale of the Series 2025 Bonds to the Underwriter; Ratifying the Master Trust Indenture and Approving the Form of Second Supplemental Trust Indenture and Authorizing the Execution and Delivery Thereof by Certain Officers of the District; Appointing a Trustee, Paying Agent and**

Bond Registrar For the Series 2025 Bonds; Approving the Form of the Series 2025 Bonds; Approving the Form of and Authorizing the Use of the Preliminary Limited Offering Memorandum and Limited Offering Memorandum Relating to the Series 2025 Bonds; Approving the Form of the Continuing Disclosure Agreement Relating to the Series 2025 Bonds; Authorizing Certain Officers of the District to Take All Actions Required and to Execute and Deliver All Documents, Instruments and Certificates Necessary in Connection with the Issuance, Sale and Delivery of the Series 2025 Bonds; Authorizing the Vice Chairman and Assistant Secretaries to Act in the Stead of the Chairman or the Secretary, as the Case May Be; Specifying the Application of the Proceeds of the Series 2025 Bonds; Authorizing Certain Officers of the District to Take All Actions and Enter into All Agreements Required in Connection with the Acquisition and Construction of the Assessment Area Two Project; and Providing an Effective Date

Mr. Earlywine presented Resolution 2025-03, which accomplishes the following:

- Authorizes the sale of the bonds and approves the form of certain documents needed to market, price and sell the bonds, including the Supplemental Indenture, Bond Purchase Contract, Preliminary Limited Offering Memorandum and the Continuing Disclosure Agreement.
- Sets forth the parameters within which the Underwriter can sell the bonds.

**On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, Resolution 2025-03, Delegating to the Chairman of the Board of Supervisors of Woodcreek Community Development District (the "District") the Authority to Approve the Sale, Issuance and Terms of Sale of Woodcreek Community Development District Capital Improvement Revenue Bonds, Series 2025 (Assessment Area Two), as a Single Series of Bonds Under the Master Trust Indenture (the "Series 2025 Bonds") in Order to Finance the Assessment Area Two Project; Establishing the Parameters for the Principal Amounts, Interest**

Rates, Maturity Dates, Redemption Provisions and Other Details Thereof; Approving the Form of and Authorizing the Chairman to Accept the Bond Purchase Contract for the Series 2025 Bonds; Approving a Negotiated Sale of the Series 2025 Bonds to the Underwriter; Ratifying the Master Trust Indenture and Approving the Form of Second Supplemental Trust Indenture and Authorizing the Execution and Delivery Thereof by Certain Officers of the District; Appointing a Trustee, Paying Agent and Bond Registrar For the Series 2025 Bonds; Approving the Form of the Series 2025 Bonds; Approving the Form of and Authorizing the Use of the Preliminary Limited Offering Memorandum and Limited Offering Memorandum Relating to the Series 2025 Bonds; Approving the Form of the Continuing Disclosure Agreement Relating to the Series 2025 Bonds; Authorizing Certain Officers of the District to Take All Actions Required and to Execute and Deliver All Documents, Instruments and Certificates Necessary in Connection with the Issuance, Sale and Delivery of the Series 2025 Bonds; Authorizing the Vice Chairman and Assistant Secretaries to Act in the Stead of the Chairman or the Secretary, as the Case May Be; Specifying the Application of the Proceeds of the Series 2025 Bonds; Authorizing Certain Officers of the District to Take All Actions and Enter into All Agreements Required in Connection with the Acquisition and Construction of the Assessment Area Two Project; and Providing an Effective Date, and authorizing the Chair to execute, was adopted.

#### TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Setting Forth the Specific Terms of the District's Capital Improvement Revenue Bonds, Series 2025 (Assessment Area Two); Making Certain Additional Findings and Confirming and/or Adopting an Engineer's Report and a Supplemental Assessment Report; Delegating Authority to Prepare Final Reports and Update this Resolution; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date

Mr. Earlywine presented Resolution 2025-04, which sets assessments to the final levels determined by the sale of the bonds.

On MOTION by Mr. Wiggins and seconded by Mr. Cotter, with all in favor, Resolution 2025-04, Setting Forth the Specific Terms of the District's Capital Improvement Revenue Bonds, Series 2025 (Assessment Area Two); Making Certain Additional Findings and Confirming and/or Adopting an Engineer's Report and a Supplemental Assessment Report; Delegating Authority to Prepare Final Reports and Update this Resolution; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date, was adopted.

**ELEVENTH ORDER OF BUSINESS****Consideration of Forms of Issuer's Counsel Documents**

Mr. Earlywine presented the following and recommended approval in substantial form:

- A. Completion Agreement
- B. Supplemental Disclosure of Public Finance
- C. Supplemental Declaration of Consent
- D. True-Up Agreement
- E. Collateral Assignment Agreement
- F. Supplemental Notice of Special Assessments

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Completion Agreement, Supplemental Disclosure of Public Finance, Supplemental Declaration of Consent, True-Up Agreement Collateral Assignment Agreement, and Supplemental Notice of Special Assessments, all in substantial form for purposes of the bond closing, were approved.

**TWELFTH ORDER OF BUSINESS****Consideration of FMSbonds, Inc., Rule G-17 Disclosure Letter**

Mr. Earlywine presented the FMSbonds, Inc., Engagement Letter to serve as Underwriter and G-17 Disclosure Letter.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the FMSbonds, Inc., Engagement Letter to serve as Underwriter and G-17 Disclosure Letter, was approved.



**THIRTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial  
Statements as of October 31, 2024**

**On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the  
Unaudited Financial Statements as of October 31, 2024, were accepted.**

**FOURTEENTH ORDER OF BUSINESS****Approval of August 23, 2024 Public Hearing  
and Regular Meeting Minutes**

**On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the  
August 23, 2024 Public Hearing and Regular Meeting Minutes, as presented,  
were approved.**

**FIFTEENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated he expects that once the Offering Statement is signed off, it can be posted the week after Thanksgiving if early enough. He noted that it could also be that property owners will wait until January 2025 in the hopes that rates will be more favorable. Acquisitions are being scheduled so that payments can be made upon closing.

The Board and Staff discussed a notice received regarding damage to CDD improvements.

Ms. Moulton stated that the HOA is currently repairing the damage as Field Operations; she voiced her opinion that the CDD is very fortunate that the responsible party came forward to accept responsibility for causing the damage.

Ms. Cerbone will work with District Counsel regarding remitting funds received to the HOA, assuming the CDD is the recipient of the funds.

Mr. Earlywine stated the HOA is required to perform the repairs. The CDD will make a claim against the driver's automobile insurance policy for the damages, which he believes will be given to the HOA. He will research the possibility of an HOA insurance policy for such instances and speak with Ms. Cerbone about including CDD property insurance in the budget.

The Board and Staff discussed insurance considerations for the Amenity Center, CDD versus HOA coverage, insurance on monuments, walls and fences, maintaining insurance in the

CDD's name. This item will be included as a bullet point under the District Manager's Report on the next agenda.

**B. District Engineer (Interim): WRA Engineering, LLC**

There was no report

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: January 24, 2025 at 10:00 AM, or immediately following the adjournment of the Avalon Park West CDD and Summerstone CDD meetings**

- **QUORUM CHECK**

The next meeting will be held on January 24, 2025, unless cancelled.

**SIXTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SEVENTEENTH ORDER OF BUSINESS**

**Public Comments**

Ms. Chander stated that she was late to the meeting because she was at Wood Creek, and it looks very nice. Aside from some irregularities with hurricane-damaged street signs on the main boulevard that require straightening, it looks very nice.

No members of the public spoke.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

|                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------|
| <b>On MOTION by Mr. Wiggins and seconded by Mr. Cotter, with all in favor, the meeting adjourned at 10:26 a.m.</b> |
|--------------------------------------------------------------------------------------------------------------------|

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

350

351

352

353

354

355 \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**WOODCREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**  
**REPORTS**

| WOODCREEK COMMUNITY DEVELOPMENT DISTRICT                                                                                                                  |                            |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------|
| BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE                                                                                               |                            |            |
| LOCATION                                                                                                                                                  |                            |            |
| Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545                                                                  |                            |            |
| <sup>1</sup> Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558                                                                       |                            |            |
| DATE                                                                                                                                                      | POTENTIAL DISCUSSION/FOCUS | TIME       |
| October 25, 2024 <b>CANCELED</b>                                                                                                                          | Regular Meeting            | 10:00 AM*  |
| November 5, 2024 <sup>1</sup>                                                                                                                             | Landowners' Meeting        | 10:00 AM   |
| November 22, 2024                                                                                                                                         | Regular Meeting            | 10:00 AM*  |
| January 24, 2025                                                                                                                                          | Regular Meeting            | 10:30 AM** |
| February 28, 2025                                                                                                                                         | Regular Meeting            | 10:00 AM*  |
| March 28, 2025                                                                                                                                            | Regular Meeting            | 10:00 AM*  |
| April 25, 2025                                                                                                                                            | Regular Meeting            | 10:00 AM*  |
| May 23, 2025                                                                                                                                              | Regular Meeting            | 10:00 AM*  |
| June 27, 2025                                                                                                                                             | Regular Meeting            | 10:00 AM*  |
| July 25, 2025                                                                                                                                             | Regular Meeting            | 10:00 AM*  |
| August 22, 2025                                                                                                                                           | Regular Meeting            | 10:00 AM*  |
| September 26, 2025                                                                                                                                        | Regular Meeting            | 10:00 AM*  |
| *Meetings will convene immediately following the adjournment of the Avalon Park West CDD and Summerstone CDD meetings, scheduled to commence at 10:00 AM. |                            |            |

Exceptions:

\*\*January 24, 2025 Meeting - Delayed Start time of 10:30 AM