

**MINUTES OF MEETING
WOODCREEK COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Woodcreek Community Development District held a Public Hearing and Regular Meeting on September 26, 2025 as soon after at 12:30 p.m., as the matter could be heard, at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present:

Christian Cotter
Mary Moulton
Woody Hughes
Brandy Kelley

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Jamie Sanchez
Jere Earlywine (via telephone)
Rangel Rodriguez
Alex Gormley

District Manager
District Counsel
Access Management
Access Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 12:30 p.m.

Supervisors Moulton, Cotter, Hughes and Kelley were present. Supervisor Mellish was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Ethan Mellish
[Seat 4]**

<p>On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the resignation of Ethan Mellish [Seat 4], was accepted.</p>
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FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2026

This item was deferred.

- **Administration of Oath of Office to Appointed Supervisor (the following to be provided under separate cover)**
 - 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**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-12, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-12. Mr. Cotter nominated the following slate:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Brandy Kelley	Assistant Secretary
Woody Hughes	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Ethan Mellish	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary

Craig Wrathell

Treasurer

Jeff Pinder

Assistant Treasurer

On MOTION by Mr. Cotter and seconded by Ms. Kelley, with all in favor, Resolution 2025-12, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-13, Amending Resolution 2025-09 to Resetting the Public Hearing Regarding Proposed Budget for Fiscal Year 2025/2026, Ratifying the Actions of the District Manager and Chairman in Resetting Such Public Hearing; Providing a Severability Clause; and Providing an Effective Date

Ms. Sanchez presented Resolution 2025-13.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2025-13, Amending Resolution 2025-09 to Resetting the Public Hearing Regarding Proposed Budget for Fiscal Year 2025/2026, Ratifying the Actions of the District Manager and Chairman in Resetting Such Public Hearing; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2025-14, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2025-14. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Public Hearing was closed.

On MOTION by and Mr. Cotter seconded by Ms. Moulton, with all in favor, Resolution 2025-14, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-15, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Sanchez presented Resolution 2025-15.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2025-15, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2024, Prepared by Grau & Associates

Ms. Sanchez presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings,

recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-16, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2025-16, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Ms. Sanchez presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-17, Amending Resolution 2025-10 Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-17.

On MOTION by Ms. Kelley and seconded by Mr. Hughes, with all in favor, Resolution 2025-17, Amending Resolution 2025-10 Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2025

On MOTION by Mr. Cotter and seconded by Ms. Kelley, with all in favor, the Unaudited Financial Statements as of August 31, 2025, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of April 25, 2025 Regular Meeting Minutes

On MOTION by Ms. Kelley and seconded by Mr. Hughes, with all in favor, the April 25, 2025 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine stated that bonds are slated for the second quarter of the year.

B. District Engineer: WRA Engineering, LLC

There was no report.

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

- **133 Registered Voters in District as of April 15, 2025**
- **Property Insurance on Vertical Assets**
- **Form 1 Submission and Ethics Training**
- **Hard Copy Agendas or Tablets**

The Board prefers tablets rather than hard copy agendas.

- **NEXT MEETING DATE: October 24, 2025 at 10:00 AM, or immediately following the adjournment of the Avalon Park West CDD meeting**

- **QUORUM CHECK**

The October 24, 2025 meeting will be canceled.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Discussion ensued regarding filling Seat 4.

SIXTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

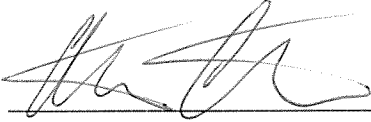
SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Cotter and seconded by Ms. Kelley, with all in favor, the meeting adjourned at 12:39 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair