

**MINUTES OF MEETING  
WILLOW HAMMOCK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Willow Hammock Community Development District held a Regular Meeting on March 8, 2019, at 10:00 a.m., at the office of ZNS Engineering, 201 5<sup>th</sup> Avenue Drive, East, Bradenton, Florida 34208.

**Present at the meeting were:**

Les Basnight	Chair
Rhett Johnson	Vice Chair
Charles Conoley	Assistant Secretary
Clifton Fischer	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Tucker Mackie (via telephone)	District Counsel
Paul Cheeks	Public

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:18 a.m. Supervisors Basnight, Johnson, Conoley and Fischer were present, in person. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Acceptance of Resignation from John R. Weiss, Seat 5; *Term Expires November, 2019***

Ms. Cerbone presented Mr. John Weiss' resignation letter for consideration.

<p><b>On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the resignation of Mr. John R. Weiss, dated February 11, 2019, was accepted.</b></p>
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**Consider Appointment of H. Paul Cheeks to  
Seat 5**

Mr. Conoley nominated Mr. Cheeks for Seat 5. There were no other nominations.

**On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, appointment of Mr. H. Paul Cheeks to Seat 5, was approved.**

- **Administration of Oath (*the following to be provided in a separate package*)**  
Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Cheeks. She provided and briefly explained the following items:
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
  - B. Membership, Obligations and Responsibilities**
  - C. Financial Disclosure Forms**
    - i. Form 1: Statement of Financial Interests**
    - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
    - iii. Form 1F: Final Statement of Financial Interests**
  - D. Form 8B: Memorandum of Voting Conflict**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-01,  
Electing the Officers of the District, and  
Providing for an Effective Date**

Ms. Cerbone presented Resolution 2019-01. Mr. Fischer nominated the existing slate of officers, as follows, with the addition of Mr. Cheeks, as an Assistant Secretary:

Les Basnight	Chair
Rhett Johnson	Vice Chair
Craig Wrathell	Secretary
Charles Conoley	Assistant Secretary
Clifton Fischer	Assistant Secretary
Paul Cheeks	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer

Jeff Pinder

Assistant Treasurer

No other nominations were made.

**On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, Resolution 2019-01, Electing the Officers of the District and Providing for an Effective Date, as nominated, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Manatee County Uniform Collection Agreement**

Ms. Cerbone presented the Manatee County Uniform Collection Agreement. In order to place the assessments on the tax roll, the District must enter into an agreement with the Property Appraiser and Tax Collector.

**On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, the Manatee County Uniform Collection Agreement, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2019**

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2019.

**On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the Unaudited Financial Statements as of January 31, 2019, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Approval of February 1, 2019 Regular Meeting Minutes**

Ms. Cerbone presented the February 1, 2019 Regular Meeting Minutes.

**On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the February 1, 2019 Regular Meeting Minutes, as presented, were approved.**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: *Hopping Green & Sams P.A.*

There being no report, the next item followed.

**B. District Engineer: *ZNS Engineering L.C.***

There being no report, the next item followed.

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

- **NEXT MEETING DATE: April 5, 2019 at 10:00 a.m.**

The next meeting will be held on April 5, 2019 at 10:00 a.m.

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There being no Board Members' comments or requests, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the meeting adjourned at 11:24 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair