

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

The Board of Supervisors of the Willow Hammock Community Development District held multiple Public Hearings and a Regular Meeting on August 2, 2019, at 10:00 a.m., at the office of ZNS Engineering, 201 5th Ave., Dr. E., Bradenton, Florida 34208.

Present at the meeting were:

Les Basnight	Chair
Rhett Johnson	Vice Chair
Clifton Fischer	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Lisa Dao	Wrathell, Hunt and Associates, LLC
Tucker Mackie	District Counsel
Nathan Kragt	District Engineer
Patrick Pooch	Resident
Lisa Atoyán	Resident
Jack Atoyán	Resident
April Goran	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:06 a.m. Supervisors Basnight, Johnson and Fischer were present, in person. Supervisors Conoley and Cheeks were not present.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Cerbone welcomed members of the public and introduced herself as the District Manager. She invited members of the public to contact her directly with any specific questions.

Ms. April Goren, a resident, requested general information about the purpose and functions of the District. Ms. Cerbone stated she would provide information about CDDs via phone or email.

THIRD ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year
2019/2020 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2019-03, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented the proposed Fiscal Year 2020 budget. There were no monetary changes since the proposed budget was approved in May. The per unit assessments for the 299 on-roll units would be \$297.15 for the Operations and Maintenance (O&M) portion and \$1,442.02 for the Debt Service portion, totaling \$1,739.17.

On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, the Public Hearing was opened.

Mr. Jack Atoyan, a resident, asked about the purpose and functions of the CDD, clarification of the O&M assessments and whether assessments would increase every year. Ms. Cerbone described the responsibilities, requirements and expenses of the CDD. Assessments included both Debt Service, which was related to the bonds, and O&M expenses, which were detailed in the budget. Ms. Mackie stated the Debt Service portion of future year assessments would remain the same for the next 28 years, which was the remainder of time on the 30-year term bond, unless there were refunds on the underlying debt from interest cost savings. The O&M portion would vary based upon the community's annual needs and expenditures. Because the CDD is a governmental entity, the County collects the on-roll assessments on the District's behalf through the tax bill. Property owners only see one line item on their tax bill for the District's total assessment, not separate amounts for Debt Service and O&M.

Ms. April Goran, a resident, stated that many residents were confused about the District's name, "Willow Hammock", as opposed to Silverstone. Ms. Cerbone stated that, while "Willow Hammock" is the name of the CDD, the community placard reads "Silverstone".

Mr. Atoyan stated residents were concerned about the streets being very dark, specifically at the entryway. Ms. Mackie stated the community entrance falls under the County's jurisdiction.

On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, Resolution 2019-03, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on the Imposition of Maintenance and Operations Assessments to Fund the Budget for Fiscal Year 2019/2020

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Mailed Notice(s) to Property Owner(s)

The notice to property owners was included for informational purposes.

Ms. Mackie asked if the District owns as many parcels as indicated on Exhibit B, the mailing labels for the mailed notices. Ms. Cerbone stated she would check.

C. Consideration of Resolution 2019-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2019-04.

On MOTION by Mr. Fischer and seconded by Mr. Johnson with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Johnson and seconded by Mr. Basnight, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Basnight and seconded by Mr. Fisher, with all in favor, Resolution 2019-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Agreement By and Between the District and Willow Lane Holdings, LLC, Regarding the Direct Collection of Special Assessments for Fiscal Year 2019-2020

Ms. Mackie stated this Agreement was no longer necessary.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2019-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2019-05.

On MOTION by Mr. Basnight and seconded by Mr. Johnson, with all in favor, Resolution 2019-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30,

2018, Prepared by Berger, Toombs, Elam,
Gaines & Frank

Ms. Cerbone presented the Audited Financial Report for Fiscal year Ended September 30, 2018, noting that there were no findings, irregularities or instances of noncompliance; it was a clean audit.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2019-06,
Hereby Accepting the Audited Annual
Financial Report for the Fiscal Year Ended
September 30, 2018**

Ms. Cerbone presented Resolution 2019-06.

**On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor,
Resolution 2019-06, Hereby Accepting the Audited Annual Financial Report for
the Fiscal Year Ended September 30, 2018, was adopted.**

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2019-07
Designating a Date, Time, and Location for
Landowners' Meeting of the District, and
Providing for an Effective Date [Seats 3, 4
& 5]**

Ms. Cerbone presented Resolution 2019-07. She discussed the procedures for the Landowners' meeting and stated that she would contact the Developer and all landowners who may vote in person or by proxy.

**On MOTION by Mr. Basnight and seconded by Mr. Johnson, with all in favor,
Resolution 2019-07 Designating a Date, Time, and Location for Landowners'
Meeting of the District for November 5, 2019 at 10:00 a.m., at ZNS Engineering,
201 5th Ave., Dr. E, Bradenton, Florida 34208; and Providing for an Effective
Date, was adopted.**

TENTH ORDER OF BUSINESS

**Consideration of ZNS Engineering, L.C.,
Professional Engineering Services
Agreement**

Ms. Mackie presented the Engineering Services Agreement.

On MOTION by Mr. Basnight and seconded by Mr. Johnson, with all in favor, ZNS Engineering, L.C., Professional Engineering Services Agreement, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Work Authorization for Engineering Services

Ms. Mackie presented the Work Authorization for Engineering Services, which would allow the District to requisition the Trustee for the funds to pay ZNS. Future invoices would come directly to the District for payment. In response to Mr. Basnight's question, Ms. Mackie stated the Chair would approve invoices, in conjunction with the District Engineer, before presenting them for ratification.

On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, Work Authorization for Engineering Services, was approved.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2019

Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2019.

On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, the Unaudited Financial Statements as of June 30, 2019, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of April 5, 2019 Regular Meeting Minutes

Ms. Cerbone presented the April 5, 2019 Regular Meeting Minutes.

On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, the April 5, 2019 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

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

Ms. Mackie stated that draft revised Rules of Procedure reflecting changes from the last legislative session would likely be presented at the next meeting. New rules would be proposed and a public hearing for rule adoption must be scheduled.

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

There being no report, the next item followed.

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

i. 96 Registered Voters in District as of April 15, 2019

There were 96 registered voters residing within the District as of April 15, 2019.

ii. NEXT MEETING DATE: September 6, 2019 at 10:00 a.m.

The next meeting will be held on September 6, 2019 at 10:00 a.m., or cancelled, if not necessary.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

SIXTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor, the meeting adjourned at 10:51 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair