

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

The Board of Supervisors of the Willow Hammock Community Development District held a Regular Meeting on May 22, 2023 at 6:00 p.m., at the Willow Hammock Community Association Amenity Center (Pool Deck), 4002 Willow Branch Place, Palmetto, Florida 34221-2784.

Present at the meeting were:

Jennifer Hicks	Chair
Christina Zimmerman	Vice Chair
Chad Pattillo	Assistant Secretary
Josh Delancey	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Tucker Mackie (via telephone)	District Counsel
Kayla Sprague	Resident/Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 6:09 p.m. The Oath of Office was administered to Mr. Patillo, Ms. Zimmerman and Mr. Delancey before the meeting.

Supervisors Zimmerman, Hicks, Delancey and Pattillo were present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors Chad Patillo [SEAT 1], Christina Zimmerman [SEAT 2] and Josh Delancey [SEAT 5] (the following to be provided in a separate package)

This item was addressed during the First Order of Business.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- B. Membership, Obligations and Responsibilities
- C. Chapter 190, Florida Statutes
- D. 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
- E. Form 8B – Memorandum of Voting Conflict

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, 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

Mr. Rom presented Resolution 2023-01. The Landowners’ Election results were as follows:

Seat 1	Chad Pattillo	1 vote	Two-year Term
Seat 2	Christina Zimmerman	2 votes	Four-year Term
Seat 5	Josh Delancey	2 votes	Four-year Term

On MOTION by Ms. Hicks and seconded by Mr. Pattillo, with all in favor, Resolution 2023-01, 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 3; Term Expires November 2024

Mr. Delancey nominated Ms. Kayla Sprague to fill Seat 3. No other nominations were made.

On MOTION by Mr. Delancey and seconded by Ms. Hicks, with all in favor, the appointment of Ms. Kayla Sprague to fill Seat 3, was approved.

• **Administration of Oath of Office**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Kayla Sprague. He provided and briefly explained the items listed in the Third Order of Business.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Rom presented Resolution 2023-02. Mr. Pattillo nominated the following slate:

Chair	Jennifer Hicks
Vice Chair	Christina Zimmerman
Assistant Secretary	Chad Pattillo
Assistant Secretary	Josh Delancey
Assistant Secretary	Kayla Sprague
Assistant Secretary	Daniel Rom

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

On MOTION by Mr. Pattillo and seconded by Ms. Zimmerman, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2023-03. He reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes. The following changes were made to the proposed Fiscal Year 2024 budget:

Page 1, "Supervisors" line item: Increase if necessary.

Page 1, "Insurance" line item: Increase to \$6,600

Mr. Rom noted that it will be necessary to utilize more fund balance to offset any assessment increase to keep the Fiscal Year 2024 assessments the same as the Fiscal Year 2023 assessments.

Discussion ensued regarding the Fund Balance figures and expenses for the Fiscal Year 2023 budget.

On MOTION by Ms. Zimmerman and seconded by Mr. Delancey, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 23, 2023 at 6:00 p.m., at the Willow Hammock Community Association Amenity Center (Pool Deck), 4002 Willow Branch Place, Palmetto, Florida 34221-2784; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Mr. Rom presented Resolution 2023-04. The following change was made to the Fiscal Year 2024 Meeting Schedule:

DATES: Change all to fourth Wednesday of each month

On MOTION by Mr. Delancey and seconded by Mr. Pattillo, with all in favor, Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2023

This item was deferred.

Approval of Minutes

- A. August 22, 2022 Public Hearing and Regular Meeting**
- B. November 1, 2022 Landowners' Meeting**

On MOTION by Mr. Delancey and seconded by Mr. Pattillo, with all in favor, the August 22, 2022 Public Hearing and Regular Meeting and the November 1, 2022 Landowners' Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
There was no report.
- B. District Engineer: ZNS Engineering, L.C.**
There was no report.
- C. District Manager: Wrathell, Hunt and Associates, LLC**
 - I. 499 Registered Voters in District as of April 15, 2023**
 - II. NEXT MEETING DATE: June 26, 2023 at 6:00 PM**
 - QUORUM CHECK**

The next meeting will be on June 26, 2023, unless cancelled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

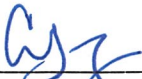
There were no public comments.

FOURTEENTH ORDER OF BUSINESS

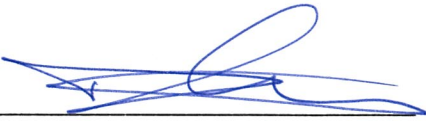
Adjournment

On MOTION by Ms. Hicks and seconded by Mr. Delancey, with all in favor, the meeting adjourned at 6:44 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary
Vice Chair



Chair/Vice Chair
Asst. Secretary