

**MINUTES OF MEETING
WILLOWS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Willows Community Development District held a Regular Meeting on November 6, 2020 at 10:00 a.m., at the office of ZNS Engineering, 201 5th Ave. Dr. E, Bradenton, Florida 34208.

Present were:

Ryan Zook (via telephone)	Chair
John Snyder	Vice Chair
Anne Mize (via telephone)	Assistant Secretary
Hal Lutz	Assistant Secretary
Greg Mundell	Assistant Secretary

Also present were:

Cindy Cerbone (via telephone)	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Tucker Mackie (via telephone)	District Counsel
Deborah Sier (via telephone)	Hopping Green & Sams

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 10:05 a.m. Supervisors Snyder, Lutz and Mundell were present, in person. Supervisors Zook and Mize were attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [SEATS 3, 4 & 5] (*the following to be provided in a separate package*)

Mr. Rom stated the Oath of Office was administered to the returning Board Members prior to the meeting.

- 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

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, 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 2021-01 and recapped the Landowners’ Election results as follows:

Seat 3	John Snyder	290 Votes	Four-year Term
Seat 4	Greg Mundell	289 votes	Two-year Term
Seat 5	Hal Lutz	290 Votes	Four-year Term

On MOTION by Mr. Snyder and seconded by Mr. Lutz, with all in favor, Resolution 2021-01, 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

Consideration of Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Willows Community Development District, and Providing for an Effective Date

Mr. Rom presented Resolution 2021-02. Mr. Zook nominated the following slate of officers:

Chair	Ryan Zook
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Vice Chair	John Snyder
Secretary	Craig Wrathell
Assistant Secretary	Anne Mize
Assistant Secretary	Greg Mundell
Assistant Secretary	Hal Lutz
Assistant Secretary	Cindy Cerbone
Assistant Secretary	Daniel Rom
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Willows Community Development District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2020

Mr. Rom presented the Unaudited Financial Statements as of September 30, 2020.

On MOTION by Mr. Snyder and seconded by Mr. Mundell with all in favor, the Unaudited Financial Statements as of September 30, 2020, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of August 7, 2020 Public Hearing and Regular Meeting Minutes

Mr. Rom presented the August 7, 2020 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Snyder and seconded by Mr. Mundell, with all in favor, the August 7, 2020 Public Hearing and Regular Meeting Minutes, as presented, were approved.

EIGHTH 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: December 4, 2020 at 10:00 a.m.**

- **QUORUM CHECK**

The December 4, 2020 meeting would be canceled if not necessary.

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

TENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair