

**MINUTES OF MEETING
WILLOWS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Willows Community Development District will hold a Regular Meeting on June 2, 2023 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203.

Present were:

Ryan Zook	Chair
Hal Lutz	Assistant Secretary
Brian Janek	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Tucker Mackie (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:33 a.m. The Oath of Office was administered to Mr. Brian Janek and Mr. Ryan Zook before the meeting.

Supervisors Zook, Lutz and Janek were present. Supervisors Aparicio and Mundell were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisors, Ryan Zook [Seat 1], Brian Janek [Seat 2] and Greg Mundell [Seat 4] (the following to be provided in separate package)

Mr. Rom stated that the Oath of Office was administered to Mr. Zook and Mr. Janek before the meeting. The Oath of Office will be administered to Mr. Greg Mundell at or before the next meeting. Mr. Zook and Mr. Janek are already familiar with the following items:

- 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 and recapped the results of the Landowners' Election, as follows:

Seat 1	Ryan Zook	255 votes	4-year term
Seat 2	Brian Janek	255 votes	4-year term
Seat 4	Greg Mundell	254 votes	2-year term

On MOTION by Mr. Lutz and seconded by Mr. Zook, 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

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

This item was deferred.

SIXTH 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.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 4, 2023 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date

Mr. Rom presented Resolution 2023-04. This is necessary due to the bond issuance, which necessitated the addition of a Debt Service budget.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, Resolution 2023-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Ratifying, Confirming, and Approving the Sale of the Willows Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Willows Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); and Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date

Mr. Rom presented Resolution 2023-05 and read the title.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, Resolution 2023-05, Ratifying, Confirming, and Approving the Sale of the Willows Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Willows Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); and Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, 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 2023-06.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-06, 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, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property

Mr. Rom presented the Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property. This is necessary to include the financing and maintenance obligations to include the Series 2022 bond assessment areas.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Speed Mitigation Measures

Mr. Rom discussed an email from a resident who is working with the County to calm traffic on 49th Street East. The resident included a letter from the County, along with their survey report and letters signed by homeowners in the affected areas to install two speed bumps. The County wants an official letter of support from the CDD.

Discussion ensued regarding the proposed locations of the speed bumps, maintenance responsibilities, potential cost and/or liability to the CDD.

Regarding liability and maintenance concerns, Ms. Mackie stated that the speed bumps would be in a County-owned Right -of-Way (ROW) so the County would install and maintain the improvements. She does not believe the CDD is required to consent to this; rather, the County might be asking for a letter from the CDD to show that they have community-wide support as opposed to just the support of the residents requesting the speed bumps. She stated that there is no liability to the CDD.

Discussion ensued regarding the types of speed humps, bumps and tables.

The consensus was to delay a decision until further information is received.

TWELFTH ORDER OF BUSINESS

Discussion: Removal of Wild Hogs

Mr. Rom stated that a resident from another community contacted him about problems with wild hogs and to ask for permission from the CDD to allow them on site to remove the wild hogs from the CDD's property.

Ms. Mackie recalled that an amateur hunter was seeking permission. Subsequently, the discussion was about coordinating with the HOA to determine if removing the wild hogs is something the CDD and HOA want to do and, if so, having the HOA engage a professional to remove the wild hogs on CDD property.

THIRTEENTH ORDER OF BUSINESS

Consent Agenda

- A. Acceptance of Unaudited Financial Statements as of April 30, 2023**
- B. Approval of Minutes**
 - I. September 27, 2022 Regular Meeting**
 - II. November 1, 2022 Landowners' Meeting**

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the Consent Agenda Items, as presented, were accepted and approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**

Ms. Mackie stated that the Agreement between the HOA and the CDD regarding maintenance of the CDD-owned improvements needs to be amended and restated to ensure it provides for reporting requirements from the HOA to the CDD related to the maintenance obligations with respect to the stormwater system, etc.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Amended and Restated Maintenance Agreement between the HOA and CDD, in substantial form, and authorizing CDD Staff and the District Engineer to review and enhance the descriptions for the work that the HOA will do on behalf of the CDD, was approved.

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

There was no report.

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

- **313 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING: July 7, 2023 at 11:00 a.m.**
 - **QUORUM CHECK**

The next meeting will be on July 7, 2023, unless cancelled.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

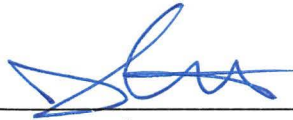
There were no public comments.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the meeting adjourned at 11:49 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair