

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

WILLOW WALK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Willow Walk Community Development District was held on **Thursday, May 3, 2018 at 9:32 a.m.** at the Trevesta Clubhouse located at 6210 Trevesta Place, Palmetto, Florida 34221.

Present and constituting a quorum were:

Jim Harvey	Board Supervisor, Chairman
Greg Meath	Board Supervisor, Vice Chairman
Troy Simpson	Board Supervisor, Assistant Secretary
Paul Martin	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.
Matt Morris	Interim District Engineer, Morris Engineering
Michelle George	Rizzetta & Company, Inc.
Allan Heinz	Rizzetta & Company, Inc.
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Ms. Blandon called the meeting to order and conducted the roll call.

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon opened the floor to public comments. Questions and comments from the audience were entertained.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors Meeting held on February 27, 2018

Ms. Blandon presented the minutes of the Board of Supervisors meeting held on February 27, 2018 and asked if there were any questions, comments or revisions to the minutes. There were none.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Approved the Minutes of the Board of Supervisors Meeting held on February 27, 2018, for Willow Walk Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Operations and Maintenance Expenditures for the Months of February and March 2018

Ms. Blandon presented the operations and maintenance expenditures for the months of February 2018 (\$22,295.03) March 2018 (\$24,323.21) and asked if there were any questions regarding any item of expenditure. There were none.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Months of February and March 2018, for Willow Walk Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Resignation of Board Supervisor of David Langhout

Ms. Blandon reviewed the resignation received from Mr. Langhout and asked if there were any questions. There were none.

On a Motion by Mr. Martin, seconded by Mr. Harvey, with all in favor, the Board Accepted the Resignation of Board Supervisor David Langhout, for Willow Walk Community Development District.

SIXTH ORDER OF BUSINESS

Appointment of Supervisor to Fill Seat 4, Left Vacant by the Resignation of Mr. Langhout

Ms. Blandon asked if the Board would like to appoint someone to the Board of Supervisors, Seat 4.

On a Motion by Mr. Harvey, seconded by Mr. Simpson, with all in favor, the Board Appointed Mr. David Truxton to Seat 4, for Willow Walk Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2018-04, Redesignating Officers of the District

Ms. Blandon advised that it would now be appropriate to redesignate officers of the District.

On a Motion by Mr. Martin, seconded by Mr. Harvey, with all in favor, the Board Adopted Resolution 2018-04, Designating Officers of the District as follows: Mr. Jim Harvey to Serve as Chairman, Mr. Greg Meath to Serve as Vice Chairman, and Mr. Troy Simpson, Mr. Paul Martin, Mr. David Truxton, Ms. Belinda Blandon, and Mr. Matthew Huber to Serve as Assistant Secretaries, for Willow Walk Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2018-05,
Designating the Primary Administrative
Office of the District**

Ms. Blandon reviewed the resolution advising that the Primary Administrative office of the District is the office of the District Manager, 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912 and the Principal Headquarters of the District is the Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Adopted Resolution 2018-05, Designating the Primary Administrative Office of the District as well as the Principal Headquarters of the District, for Willow Walk Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of Construction Requisitions
14-23**

Ms. Blandon reviewed Construction Requisitions 14 through 23 and asked if there were any questions. There were none.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Ratified Payment of Construction Requisitions 14 through 23, for Willow Walk Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Solitude Lake
Management Proposals for Lake
Maintenance and Midge Fly Treatments
and Lake #2 Exotics Removal**

Ms. Blandon provided an overview of the proposals received from Solitude Lake Management. She advised the lake maintenance proposal is \$595.00 per month, midge fly treatment is \$815.00 per month, and Torpedo/Cattail removal is \$1,995.00 per day, not to exceed six days. Discussion ensued.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Approved the Lake Maintenance and Midge Fly Treatment Proposals from Lake Masters, Subject to Proper Notice Being Provided to the Current Vendor as well as Preparation of a Contract by Counsel, for Willow Walk Community Development District.

ELEVENTH ORDER OF BUSINESS

Presentation of the Registered Voter Count as of April 15, 2018 as Provided by the Manatee County Supervisor of Elections

Ms. Blandon advised that per Florida Statutes the District is required, prior to June 1st of each year, to announce the number of registered voters residing within the District as of April 15 of that year. As of April 15, 2018, there are 257 persons registered to vote residing within the Willow Walk Community Development District, as provided by the Manatee County Supervisor of Elections.

Discussion ensued regarding the requirement for conversion to the General Election process. Mr. Earlywine advised that there are two requirements; one requirement is to be 6 years of establishment and the second is to have 250 registered voters.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2018-06, Setting the November 2018 Landowner Election

Ms. Blandon presented Resolution 2018-06, Setting the November 2018 Landowner Election. She asked if there were any questions, there were none.

On a Motion by Mr. Harvey, seconded by Mr. Simpson, with all in favor, the Board Adopted Resolution 2018-06, Setting the November 13, 2018 Landowner Election, for Willow Walk Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Phase 2A, 2B, 2D Plat

Mr. Earlywine reviewed the recorded plats and advised they are being presented for ratification.

On a Motion by Mr. Harvey, seconded by Mr. Simpson, with all in favor, the Board Ratified the Phase 2A, 2B, and 2D Plat, for Willow Walk Community Development District.

FOURTEENTH ORDER OF BUSINESS

Presentation of the Proposed Budget for Fiscal Year 2018/2019

Ms. Blandon reviewed the proposed budget for fiscal year 2018/2019 and answered questions by the Board.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Approved the Proposed Budget for Fiscal Year 2018/2019, for Willow Walk Community Development District.

Mr. Truxton joined the meeting in progress.

Ms. Blandon administered the Oath of Office to Mr. Truxton. She provided Mr. Truxton with a Form 1 to be filed with the Supervisor of Elections of the County in which he resides as well as a Supervisor Questionnaire to be completed and returned to the District Office. Ms. Blandon inquired whether Mr. Truxton would like to accept or waive Supervisor Compensation. Mr. Truxton advised he would like to waive Supervisor Compensation.

FIFTEENTH ORDER OF BUSINESS

Consideration of Resolution 2018-07, Approving a Proposed Budget for Fiscal Year 2018/2019 and Setting a Public Hearing Thereon

Ms. Blandon reviewed the resolution and advised the public hearing would be set for August 2, 2018 at 9:30 a.m.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Adopted Resolution 2018-07, Approving a Proposed Budget for Fiscal Year 2018/2019 and Setting a Public Hearing Thereon for Thursday, August 2, 2018 at 9:30 a.m., to be held at the Trevesta Clubhouse, 6210 Trevesta Place, Palmetto, Florida 34221, for Willow Walk Community Development District.

SIXTEENTH ORDER OF BUSINESS

Discussion Regarding Draft Amenities Rules and Policies

Ms. Blandon reviewed the draft amenities rules and advised that questions and complaints have been received from residents regarding the rules for pool use.

On a Motion by Mr. Harvey, seconded by Mr. Martin, with all in favor, the Board Provided Authorization to Staff to Proceed with the Rule Making Process Related to Amenities Rules and Policies, for Willow Walk Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Construction Related Matters, Including Construction Funding Agreement

Mr. Earlywine reviewed the Construction Funding Agreement regarding construction related contracts.

On a Motion by Mr. Harvey, seconded by Mr. Simpson, with all in favor, the Board Approved the Construction Funding Agreement, in Substantial Form, for Willow Walk Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Appointment of an Audit Committee and
Scheduling of the First Meeting of the
Committee**

Ms. Blandon reviewed the Auditor selection process and asked that the Board appoint a Committee.

On a Motion by Mr. Martin, seconded by Mr. Meath, with all in favor, the Board Appointed Itself as the Audit Committee and Scheduled an Audit Committee Meeting for August 2, 2018, for Willow Walk Community Development District.

NINETEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Earlywine advised he had no report.
- B. Interim Engineer
Mr. Morris advised he had no report. Mr. Morris was asked to provide an update regarding the road construction; he advised they are working on curbing repair with Manatee County.
- C. District Manager
Ms. Blandon advised the next meeting of the Board of Supervisors is scheduled for Thursday, August 2, 2018 at 9:30 a.m.

Mr. Earlywine reviewed the Audit Evaluation Criteria with the Committee and the Committee provided direction to District Staff to publish the RFP for Auditing Services.

On a Motion by Mr. Martin, seconded by Mr. Meath, with all in favor, the Board Adopted the Audit Evaluation Criteria and Authorized Staff to Proceed with Advertising the RFP and Soliciting Proposals, and Bringing those Proposals to the August 2nd Meeting, for Willow Walk Community Development District.

TWENTIETH ORDER OF BUSINESS

**Supervisor Requests and Audience
comments**


Ms. Blandon opened the floor for Supervisor requests and comments. There were none.

Mr. Harvey addressed the pool size and advised that land was left to increase the size of the pool and pool deck should the District decide at a later date to increase the size. Discussion ensued regarding landscaping around the pool area as well as pool overflow and monitoring. The Board asked that the access code be changed on the pool gate. Mr. Harvey addressed the directional signage posted within the community.

TWENTY-FIRST ORDER OF BUSINESS Adjournment

Ms. Blandon stated there was no further business to come before the Board and asked for a motion to adjourn the meeting.

On a Motion by Mr. Langhout, seconded by Mr. Simpson, with all in favor, the Board adjourned the meeting at 10:21 a.m., for Willow Walk Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman