

**MINUTES OF MEETING  
WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Westwood of Pasco Community Development District held a Public Hearing and Regular Meeting on April 26, 2023 at 1:00 p.m., at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558.

**Present at the meeting were:**

Ryan Zook	Chair
John Snyder	Vice Chair
Brian Panico	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates (WHA)
Andrew Kantarzhi (via Telephone	Wrathell, Hunt and Associates (WHA)
Tucker Mackie (via telephone)	District Counsel
Jeremy Couch	Interim District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 1:05 p.m. Supervisors Zook, Snyder and Pianco were present. Supervisors Mize and Janek were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

<p><b>On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, the Public Hearing was opened.</b></p>
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- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**

Ms. Cerbone presented the affidavit of publication and mailed notice of the public hearing evidencing the publication and notice, as required, were included for informational purposes.

**C. Engineer's Report and Capital Improvement Program (for informational purposes)**

Ms. Cerbone stated that all references to a "daycare" need to be removed from the Engineer's Report because, based on zoning, a daycare likely cannot be within the CDD.

Ms. Mackie stated that approval of the Engineer's Report, as part of Resolution 2023-34, will be approved, with the understanding that references to a "daycare" will be removed and the updated version will be attached to the Resolution.

Ms. Mackie acknowledged the change just stated and noted that there were no other substantive changes to the Engineer's Report since it was last presented and approved.

The following questions were posed and answered:

**Ms. Mackie:** In your professional opinion are the estimated costs of the project to be funded by District reasonable and proper?

**Mr. Couch:** Yes.

**Ms. Mackie:** Is there any reason that the project cannot be carried out by the District?

**Mr. Couch:** No.

**D. Master Special Assessment Methodology Report (for informational purposes)**

Ms. Cerbone stated that the Master Special Assessment Methodology Report was presented and approved at the last meeting. She noted the following change will be made:

Section 2.2: Change "Forestar (USA) Real Estate Group Inc." to "D.R. Horton"

The following questions were posed and answered;

**Ms. Mackie:** Do the lands subject to assessment receive a special benefit from the District's Capital Improvement Plan (CIP)?

**Ms. Cerbone:** Yes, they do.

**Ms. Mackie:** Are those special assessments reasonably apportioned among the lands subject to the special assessment?

**Ms. Cerbone:** Yes, they are.

**Ms. Mackie:** Is it reasonable, proper and just to assess the cost of the CIP against the lands in the District in accordance with the Methodology as documented in the assessment roll attached?

**Ms. Cerbone:** Yes, it is.

**Ms. Mackie:** And the special benefits that the lands receive, as set forth in the roll, are those equal to or in excess of the maximum special assessments indicated thereon?

**Ms. Cerbone:** Yes, they are.

**E. Consideration of Resolution 2023-34, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 And 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies, Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

Public comment was requested. No members of the public or affected property owners spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessments.

The Board resumed as the CDD Board.

<b>On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, the Public Hearing was closed.</b>
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Ms. Cerbone presented Resolution 2023-34 and read the title.

Ms. Mackie stated that this Resolution accomplishes the following:

- Makes certain findings based on the steps the CDD has taken to date and the evidence presented today.
- Approves the CDD's projects in both the Engineer's Report and Master Special Assessment Methodology Report by virtue of the attachment of the two Reports, as corrected to reflect the changed made today.

- Equalizes and approves and confirms the special assessments and allocates them in accordance with the Methodology.
- Provides for the payment and prepayment of the special assessments and the method of collection.
- Provides for the application of true-up payments.
- Provides that certain properties may be exempt from assessments, to the extent that the properties are sold to those types of owners.
- Directs Staff to record a Notice of Special Assessments documenting the CDD's levy of the assessments.

Ms. Mackie stated that, while master assessments are being levied, this will not result in the requirement for any landowner to pay special assessments until bonds are issued.

**On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, Resolution 2023-34, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 And 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies, Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS****Discussion: Fiscal Year 2024 Proposed Budget**

The proposed Fiscal Year 2024 budget will be presented at the next meeting.

**FIFTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of March 31, 2023**

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2023.

**On MOTION by Mr. Zook and seconded by Mr. Panico, with all in favor, the Unaudited Financial Statements as of March 31, 2023, were accepted.**

Ms. Cerbone presented the March 22, 2023 Regular Meeting Minutes.

**On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, the March 22, 2023 Regular Meeting Minutes, as presented, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Ms. Mackie stated that the bond validation hearing will be on May 4, 2023.

**B. District Engineer (Interim): Tampa Civil Design, LLC**

There was no report.

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

- **\_\_\_ Registered Voters in District as of April 15, 2023**

Ms. Cerbone stated a letter was not received yet but she does not think there are any registered voters yet.

- **NEXT MEETING DATE: May 24, 2023 at 10:00 A.M.**

- **QUORUM CHECK**

**EIGHTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**NINTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**TENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Zook and seconded by Mr. Snyder, with all in favor, the meeting adjourned at 1:17 p.m.**

  
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Secretary/Assistant Secretary

  
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Chair/Vice Chair