

**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 October 23, 2024 at 10:30 a.m., as soon thereafter as the matter may be heard., at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558.

Present were:

Ryan Zook
Ethen Broadwater
Michelle Guerrier

Chair
Assistant Secretary
Assistant Secretary

Also present:

Andrew Kantarzhi
Ryan Dugan (via telephone)

District Manager
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 10:30 a.m.

Supervisors Zook, Guerrier and Broadwater were present. Supervisors Mize and Mathews were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Angela Mathews [Seat 2] (the following will also be provided in a separate package)

The Oath of Office will be administered to Ms. Mathews at or before the next meeting.

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

- B. Membership, Obligation and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consideration of the Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Public Hearing on Rules, Policies, and Fees Regarding Amenity Facilities and Parking

A. Proof/Affidavits of Publication

These were included for informational purposes.

B. Consideration of Resolution 2025-02, Adopting Rules Relating to Amenity Facilities and Parking and Parking Enforcement; Providing a Severability Clause; and Providing an Effective Date

Mr. Kantarzhi presented Resolution 2025-02.

Mr. Dugan reviewed the Amenity Facilities Parking Rules, Policies and Fees, and highlighted the rules relating to the basketball court, suspension of privileges, parking rules and fees. Regarding an area map, Mr. Dugan suggested making a slight revision to the landscaped islands that are adjacent to some of the lots. They are currently, technically, in the right of way (ROW), and need to be revised to having a clear white color. He suggested adopting the rules subject to that change.

<p>On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the Public Hearing was opened.</p>

No affected property owners or members of the public spoke.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-02, Adopting Rules Relating to Amenity Facilities and Parking and Parking Enforcement, in substantial form; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Ratification Items

Mr. Kantarzhi presented the following:

- A. Pasco County Utility Easement**
- B. Cepra Landscape, LLC First Amendment to Landscape and Irrigation Maintenance Agreement**

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Pasco County Utility Easement and the Cepra Landscape, LLC First Amendment to Landscape and Irrigation Maintenance Agreement, as described, were ratified.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2024

Mr. Kantarzhi presented the Unaudited Financial Statements as of September 30, 2024.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Unaudited Financial Statements as of September 30, 2024, were accepted.

NINTH ORDER OF BUSINESS

Approval of August 28, 2024 Public Hearings and Regular Meeting Minutes

On MOTION by Ms. Guerrier and seconded by Mr. Zook, with all in favor, the August 28, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Dugan stated Staff will prepare a towing agreement similar to that of the Towns at Woodsdale CDD, granting roaming authority to the towing company.

B. District Engineer: Tampa Civil Design, LLC

There was no report.

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

- **UPCOMING MEETINGS**
 - **November 5, 2024 at 10:00 AM [Landowners' Meeting]**
 - **January 22, 2025 at 10:30 AM [Regular Meeting]**
- **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

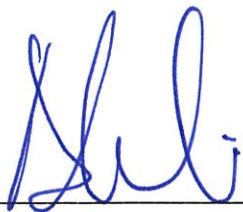
No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Guerrier and seconded by Mr. Zook, with all in favor, the meeting adjourned at 10:38 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair