

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

The Board of Supervisors of the Westwood of Pasco Community Development District held a Regular Meeting on June 13, 2025 at 1:00 p.m., or as soon thereafter as the matter may be heard, at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558.

Present:

Ryan Zook
Ethen Broadwater
Michelle Guerrier

Chair
Assistant Secretary
Assistant Secretary

Also present:

Andrew Kantarzhi
Ryan Dugan
Jeremy Couch

District Manager
District Counsel
District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 1:11 p.m. The Oath of Office was administered to Michelle Guerrier before the meeting.

Supervisors Zook, Broadwater and Guerrier were present. Supervisors Mize and Supervisor-Elect Angela 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 Elected Supervisor, Michelle Guerrier [Seat 5] (the following will be provided under separate cover)

This item was addressed during the First Order of Business. Ms. Guerrier is familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

- B. Membership, Obligations 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**Ratification of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-01, which is being presented for consideration, not ratification. Mr. Zook nominated the following:

Ryan Zook	Chair
Anne Mize	Vice Chair
Angela Mathews	Assistant Secretary
Michelle Guerrier	Assistant Secretary
Ethen Broadwater	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Andrew Kantarzhi	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Kantarzhi presented Resolution 2025-06. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 27, 2025 at 9:00 a.m., at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Mr. Kantarzhi presented Resolution 2025-07.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

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

Mr. Kantarzhi presented Resolution 2025-03.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-03, Designating Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558 as the Location of the Local District Records Office and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Approving the Florida Statewide Mutual

**Aid Agreement; Providing for Severability;
and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-08. He discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

**Consideration of 813 Towing Service, LLC
Towing Authorization Agreement**

Mr. Dugan presented the 813 Towing Service, LLC Towing Authorization Agreement.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the 813 Towing Service, LLC Towing Authorization Agreement, subject to receipt of the Certificate of Insurance, was approved.

TENTH ORDER OF BUSINESS

**Ratification of Blue Water Aquatics, Inc.,
Aquatic Management Agreement**

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Blue Water Aquatics, Inc., Aquatic Management Agreement, was ratified.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of April 30, 2025**

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

TWELFTH ORDER OF BUSINESS

**Approval of January 17, 2025 Special
Meeting Minutes**

On MOTION by Mr. Broadwater and seconded by Ms. Guerrier, with all in favor, the January 17, 2025 Special Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Tampa Civil Design, LLC**
- C. Field Operations Manager: Folio Association Management**

There were no District Counsel, District Engineer or Field Operations Manager reports.

- D. District Manager: Wrathell, Hunt and Associates, LLC**

- **Property Insurance on Vertical Assets**
- **UPCOMING MEETINGS**
 - **July 23, 2025 at 9:00 AM**
 - **August 27, 2025 at 9:00 AM**
 - **September 24, 2025 at 9:00 AM**
 - **QUORUM CHECK**

The July 23, 2025 meeting will likely be canceled.

FOURTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.


FIFTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Guerrier and seconded by Mr. Broadwater, with all in favor, the meeting adjourned at 1:16 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary

Chair/Vice Chair