

WESTWOOD OF PASCO

**COMMUNITY DEVELOPMENT
DISTRICT**

August 27, 2025

**BOARD OF SUPERVISORS
PUBLIC HEARING AND
REGULAR MEETING
AGENDA**

WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Westwood of Pasco Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

August 20, 2025

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Westwood of Pasco Community Development District

Dear Board Members:

The Board of Supervisors of the Westwood of Pasco Community Development District will hold a Public Hearing and Regular Meeting on August 27, 2025 at 9:00 a.m., or as soon thereafter as the matter may be heard, at Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558. The agenda is as follows:

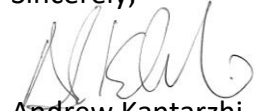
1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Supervisor, Angela Mathews [Seat 2] *(the following will be provided under separate cover)*
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - B. Membership, Obligations and Responsibilities
 - 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
4. Consideration of Resolution 2025-09, Electing and Removing Officers of the District and Providing for an Effective Date
5. Public Hearing on Adoption of Fiscal Year 2025/2026 Budget
 - A. Proof/Affidavit of Publication
 - B. Consideration of Resolution 2025-10, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

6. Consideration of Resolution 2025-11, Providing for Funding for the FY 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date
7. Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]
 - Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting
8. Acceptance of Unaudited Financial Statements as of July 31, 2025
9. Approval of June 13, 2025 Regular Meeting Minutes
10. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Tampa Civil Design, LLC*
 - C. Field Operations: *Folio Association Management*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - 76 Registered Voters in District as of April 15, 2025
 - Property Insurance on Vertical Assets
 - Form 1 Submission and Ethics Training
 - NEXT MEETING DATE: September 24, 2025 at 9:00 AM
 - QUORUM CHECK

SEAT 1	RYAN ZOOK	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	ANGELA MATHEWS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	ETHEN BROADWATER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	ANNE MIZE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	MICHELLE GUERRIER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (415) 516-2161.

Sincerely,



Andrew Kantarzhi
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 867 327 4756

WESTWOOD OF PASCO

COMMUNITY DEVELOPMENT DISTRICT

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**WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF _____

The foregoing oath was administered before me by means of ☐ physical presence or ☐ online notarization on this ____ day of _____, 20__, by _____, who is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Westwood of Pasco Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

MAILING ADDRESS: ☐ Home ☐ Office County of Residence _____

Street Phone Fax

City, State, Zip Email Address

WESTWOOD OF PASCO

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT
ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Westwood of Pasco Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF WESTWOOD OF PASCO COMMUNITY
DEVELOPMENT DISTRICT THAT:**

SECTION 1. The following is/are elected as Officer(s) of the District effective August 27, 2025:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of August 27, 2025:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Cindy Cerbone is Assistant Secretary

Andrew Kantarzi is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 27TH DAY OF AUGUST, 2025.

ATTEST:

**WESTWOOD OF PASCO COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

WESTWOOD OF PASCO

COMMUNITY DEVELOPMENT DISTRICT

5

WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

5A

Serial Number
25-01627P

Business Observer

Published Weekly
New Port Richey , Pasco County, Florida

COUNTY OF PASCO

STATE OF FLORIDA

Before the undersigned authority personally appeared Lindsey Padgett who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at New Port Richey , Pasco County, Florida; that the attached copy of advertisement,

being a Notice of Public Hearing

in the matter of Westwood of Pasco Public Hearing on August 27, 2025

in the Court, was published in said newspaper by print in the

issues of 8/8/2025, 8/15/2025

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2026 PROPOSED BUDGET(S); AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Westwood of Pasco Community Development District ("District") will hold a public hearing and regular meeting as follows:

DATE:	August 27, 2025
TIME:	9:00 a.m.
LOCATION:	Tampa Civil Design 17937 Hunting Bow Circle Lutz, Florida 33558

The purpose of the public hearing is to receive comments and objections on the adoption of the District's proposed budget(s) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("Proposed Budget"). A regular Board meeting of the District will also be held at the above time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 Ph: (561) 571-0010 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://westwoodofpascoadd.net>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and/or meeting may be continued in progress to a date, time certain, and place to be specified on the record at the public hearing and/or meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at the public hearing or meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the public hearing and meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, 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.

District Manager
August 8, 15, 2025

25-01627P


Lindsey Padgett

Sworn to and subscribed, and personally appeared by physical presence before me,

15th day of August, 2025 A.D.

by Lindsey Padgett who is personally known to me.


Notary Public, State of Florida
(SEAL)



WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

5B

RESOLUTION 2025-10
[FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**FY 2026**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Westwood of Pasco Community Development District (“**District**”) prior to June 15, 2025, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Westwood of Pasco Community Development District for the Fiscal Year Ending September 30, 2026.”

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 27TH DAY OF AUGUST, 2025.

ATTEST:

**WESTWOOD OF PASCO COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

Exhibit A: FY 2026 Budget

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2026**

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
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**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

	Fiscal Year 2025				Proposed
	Adopted Budget FY 2025	Actual through 03/31/2025	Projected through 9/30/2025	Total Actual & Projected	Budget FY 2026
REVENUES					
Assessment levy: on-roll - gross	\$ 446,612				\$446,586
Allowable discounts (4%)	(17,864)				(17,863)
Assessment levy: on-roll - net	428,748	\$ 427,830	\$ 918	\$ 428,748	428,723
Interest and miscellaneous	-	200	-	200	-
Total revenues	428,748	428,030	918	428,948	428,723
EXPENDITURES					
Professional & administrative					
Management/accounting/recording	48,000	24,000	24,000	48,000	48,000
Legal	25,000	4,183	20,817	25,000	25,000
Engineering	3,000	-	3,000	3,000	3,000
Audit	4,000	3,795	-	3,795	4,500
Arbitrage rebate calculation	750	-	750	750	750
Dissemination agent	1,000	500	500	1,000	1,000
EMMA software service	1,000	1,000	-	1,000	1,000
Trustee	5,500	-	5,500	5,500	5,500
Telephone	200	100	100	200	200
Postage	500	193	307	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,750	651	1,099	1,750	1,750
Annual special district fee	175	175	-	175	175
Insurance	6,500	5,351	-	5,351	6,600
Contingencies/bank charges	750	503	750	1,253	1,500
Website					
Hosting & maintenance	705	-	705	705	705
ADA compliance	210	210	-	210	210
Tax collector	8,932	8,700	232	8,932	8,932
Total professional & administrative	108,472	49,611	58,010	107,621	109,822

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

	Fiscal Year 2025				
	Adopted Budget FY 2025	Actual through 03/31/2025	Projected through 9/30/2025	Total Actual & Projected	Proposed Budget FY 2026
Field operations					
Property insurance	50,000	15,798	5,000	20,798	25,000
Field operations management	19,500	8,175	6,500	14,675	19,500
Electricity-street light	35,000	16,200	16,200	32,400	35,000
Irrigation well maintenance	2,500	232	500	732	1,500
Lake maintenance	10,000	2,528	3,000	5,528	5,500
Monument maintenance	2,000	4,335	4,500	8,835	10,000
Sign maintenance	500	925	1,000	1,925	2,500
Fence maintenance	1,000	979	1,000	1,979	2,000
Wetlands maintenance	5,000	-	-	-	4,000
Contract-common area landscaping	80,000	42,510	45,000	87,510	95,000
Irrigation repairs	10,000	1,590	2,500	4,090	5,000
Mulch	15,000	9,425	10,000	19,425	17,500
Landscape/plant replacement	10,000	7,437	7,500	14,937	15,000
Tree trimming & removal	5,000	-	2,000	2,000	4,000
Amenity landscape	5,000	1,400	1,500	2,900	3,500
Clubhouse maintenance	1,200	-	1,000	1,000	1200
Janitorial	11,400	4,250	1,500	5,750	11,000
Pressure washing	3,000	825	1,000	1,825	1,500
Permits	500	-	500	500	1,000
Pool repairs & maintenance	1,200	-	1,200	1,200	1,200
Pool service contract	18,000	6,250	7,000	13,250	16,500
General maintenance	2,000	-	500	500	2,000
Gate maintenance contract	1,500	-	500	500	1,500
Gate phone/internet	1,200	-	600	600	1,500
Gate repairs	1,000	-	500	500	1,000
Amenity water/sewer	2,500	3,868	4,000	7,868	10000
Amenity electric	6,000	803	1,000	1,803	2,500
Miscellaneous	10,000	18,515	5,000	23,515	10,000
Cloud cover-music	276	-	276	276	500
Tot lot/dog park/basketball court	5,000	450	500	950	2,500
Electricity	2,500	2,909	3,000	5,909	7,500
Water-irrigation	2,500	-	1,000	1,000	2,500
Total field operations	<u>320,276</u>	<u>149,404</u>	<u>135,276</u>	<u>284,680</u>	<u>318,900</u>
Total expenditures	<u>428,748</u>	<u>199,015</u>	<u>193,286</u>	<u>392,301</u>	<u>428,722</u>
Net increase/(decrease) of fund balance	-	229,015	(192,368)	36,647	1
Fund balance - beginning (unaudited)	-	(17,584)	211,431	(17,584)	19,063
Committed					
Working capital	-	-	-	-	19,064
Unassigned	-	211,431	19,063	19,063	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ 211,431</u>	<u>\$ 19,063</u>	<u>\$ 19,063</u>	<u>\$ 19,064</u>

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording	\$ 48,000
<p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	25,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	3,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	4,500
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	750
<p>To ensure the District's compliance with all tax regulations, annual computations are</p>	
EMMA software service	1,000
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p>	
Trustee	5,500
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	1,750
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	6,600
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	1,500
<p>Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	
<p>Hosting & maintenance</p>	
	705
<p>ADA compliance</p>	
	210
Tax collector	8,932

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Field operations

Property insurance	25,000
Field operations management	19,500
Electricity-street light	35,000
Irrigation well maintenance	1,500
Lake maintenance	5,500
Monument maintenance	10,000
Sign maintenance	2,500
Fence maintenance	2,000
Wetlands maintenance	4,000
Contract-common area landscaping	95,000
Irrigation repairs	5,000
Mulch	17,500
Landscape/plant replacement	15,000
Tree trimming & removal	4,000
Amenity landscape	3,500
Clubhouse maintenance	1,200
Janitorial	11,000
Pressure washing	1,500
Permits	1,000
Pool repairs & maintenance	1,200
Pool service contract	16,500
General maintenance	2,000
Gate maintenance contract	1,500
Gate phone/internet	1,500
Gate repairs	1,000
Amenity water/sewer	10,000
Amenity electric	2,500
Miscellaneous	10,000
Cloud cover-music	500
Tot lot/dog park/basketball court	2,500
Electricity	7,500
Water-irrigation	2,500
Total expenditures	<u><u>\$428,722</u></u>

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2023
FISCAL YEAR 2026**

	Fiscal Year 2025				
	Adopted Budget FY 2025	Actual through 03/31/2025	Projected through 9/30/2025	Total Revenue & Expenditures	Proposed Budget FY 2026
REVENUES					
Special assessment - on-roll	\$ 276,221				\$ 276,221
Allowable discounts (4%)	(11,049)				(11,049)
Assessment levy: net	265,172	\$ 264,605	\$ 567	\$ 265,172	265,172
Interest	-	3,764	-	3,764	-
Total revenues	265,172	268,369	567	268,936	265,172
EXPENDITURES					
Debt service					
Principal	55,000	-	55,000	55,000	60,000
Interest	202,368	101,184	101,184	202,368	199,824
Tax collector	5,524	5,288	236	5,524	5,524
Total expenditures	262,892	106,472	156,420	262,892	265,348
Excess/(deficiency) of revenues over/(under) expenditures	2,280	161,897	(155,853)	6,044	(176)
Fund balance:					
Beginning fund balance (unaudited)	169,683	174,198	336,095	174,198	180,242
Ending fund balance (projected)	\$ 171,963	\$ 336,095	\$ 180,242	\$ 180,242	180,066
Use of fund balance:					
Debt service reserve account balance (required)					(65,132)
Principal and interest expense - November 1, 2026					(98,524)
Projected fund balance surplus/(deficit) as of September 30, 2026					\$ 16,410

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2023 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/25			99,911.88	99,911.88	3,665,000.00
05/01/26	60,000.00	4.625%	99,911.88	159,911.88	3,605,000.00
11/01/26			98,524.38	98,524.38	3,605,000.00
05/01/27	60,000.00	4.625%	98,524.38	158,524.38	3,545,000.00
11/01/27			97,136.88	97,136.88	3,545,000.00
05/01/28	65,000.00	4.625%	97,136.88	162,136.88	3,480,000.00
11/01/28			95,633.75	95,633.75	3,480,000.00
05/01/29	70,000.00	4.625%	95,633.75	165,633.75	3,410,000.00
11/01/29			94,015.00	94,015.00	3,410,000.00
05/01/30	70,000.00	4.625%	94,015.00	164,015.00	3,340,000.00
11/01/30			92,396.25	92,396.25	3,340,000.00
05/01/31	75,000.00	5.400%	92,396.25	167,396.25	3,265,000.00
11/01/31			90,371.25	90,371.25	3,265,000.00
05/01/32	80,000.00	5.400%	90,371.25	170,371.25	3,185,000.00
11/01/32			88,211.25	88,211.25	3,185,000.00
05/01/33	85,000.00	5.400%	88,211.25	173,211.25	3,100,000.00
11/01/33			85,916.25	85,916.25	3,100,000.00
05/01/34	90,000.00	5.400%	85,916.25	175,916.25	3,010,000.00
11/01/34			83,486.25	83,486.25	3,010,000.00
05/01/35	90,000.00	5.400%	83,486.25	173,486.25	2,920,000.00
11/01/35			81,056.25	81,056.25	2,920,000.00
05/01/36	95,000.00	5.400%	81,056.25	176,056.25	2,825,000.00
11/01/36			78,491.25	78,491.25	2,825,000.00
05/01/37	105,000.00	5.400%	78,491.25	183,491.25	2,720,000.00
11/01/37			75,656.25	75,656.25	2,720,000.00
05/01/38	110,000.00	5.400%	75,656.25	185,656.25	2,610,000.00
11/01/38			72,686.25	72,686.25	2,610,000.00
05/01/39	115,000.00	5.400%	72,686.25	187,686.25	2,495,000.00
11/01/39			69,581.25	69,581.25	2,495,000.00
05/01/40	120,000.00	5.400%	69,581.25	189,581.25	2,375,000.00
11/01/40			66,341.25	66,341.25	2,375,000.00
05/01/41	130,000.00	5.400%	66,341.25	196,341.25	2,245,000.00
11/01/41			62,831.25	62,831.25	2,245,000.00
05/01/42	135,000.00	5.400%	62,831.25	197,831.25	2,110,000.00
11/01/42			59,186.25	59,186.25	2,110,000.00
05/01/43	140,000.00	5.400%	59,186.25	199,186.25	1,970,000.00
11/01/43			55,406.25	55,406.25	1,970,000.00
05/01/44	150,000.00	5.625%	55,406.25	205,406.25	1,820,000.00
11/01/44			51,187.50	51,187.50	1,820,000.00
05/01/45	160,000.00	5.625%	51,187.50	211,187.50	1,660,000.00
11/01/45			46,687.50	46,687.50	1,660,000.00
05/01/46	170,000.00	5.625%	46,687.50	216,687.50	1,490,000.00
11/01/46			41,906.25	41,906.25	1,490,000.00
05/01/47	180,000.00	5.625%	41,906.25	221,906.25	1,310,000.00
11/01/47			36,843.75	36,843.75	1,310,000.00

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2023 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
05/01/48	190,000.00	5.625%	36,843.75	226,843.75	1,120,000.00
11/01/48			31,500.00	31,500.00	1,120,000.00
05/01/49	200,000.00	5.625%	31,500.00	231,500.00	920,000.00
11/01/49			25,875.00	25,875.00	920,000.00
05/01/50	210,000.00	5.625%	25,875.00	235,875.00	710,000.00
11/01/50			19,968.75	19,968.75	710,000.00
05/01/51	225,000.00	5.625%	19,968.75	244,968.75	485,000.00
11/01/51			13,640.63	13,640.63	485,000.00
05/01/52	235,000.00	5.625%	13,640.63	248,640.63	250,000.00
11/01/52			7,031.25	7,031.25	250,000.00
05/01/53	250,000.00	5.625%	7,031.25	257,031.25	-
11/01/53			-	-	-
Total	3,665,000.00		3,642,960.04	7,307,960.04	

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2026 ASSESSMENTS**

On-Roll Assessments					
Product/Parcel	Units	FY 2026 O&M Assessment per Unit	FY 2026 DS Assessment per Unit	FY 2026 Total Assessment per Unit	FY 2025 Total Assessment per Unit
TH	325	\$1,374.11	\$849.91	\$2,224.02	\$2,224.10
Total	325				

WESTWOOD OF PASCO

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2025-11
[FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Westwood of Pasco Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Pasco County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT:

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B** ("**Assessment Roll**").

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District’s Board hereby certifies for collection the FY 2026 installment of the District’s previously levied debt service special assessments (“**Debt Assessments,**” and together with the O&M Assessments, the “**Assessments**”) in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District’s decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 27th day of August, 2025.

ATTEST:

**WESTWOOD OF PASCO COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget

Exhibit B: Assessment Roll

WESTWOOD OF PASCO

COMMUNITY DEVELOPMENT DISTRICT

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WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2025 – September 30, 2026

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two (2) regular board meetings was held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2 Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. **INFRASTRUCTURE AND FACILITIES MAINTENANCE**

Goal 2.1 District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☐ No ☐

3. **FINANCIAL TRANSPARENCY AND ACCOUNTABILITY**

Goal 3.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2 Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD website.

Standard: CDD website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

District Manager

Chair/Vice Chair, Board of Supervisors

Print Name

Print Name

Date

Date

WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JULY 31, 2025**

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JULY 31, 2025**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 228,360	\$ -	\$ -	\$ 228,360
Investments				
Revenue	-	117,205	-	117,205
Reserve	-	65,123	-	65,123
Prepayment	-	1,483	-	1,483
Interest	-	374	-	374
Construction	-	-	21	21
Due from Developer	58,806	-	-	58,806
Utility deposit	4,514	-	-	4,514
Due from general fund	-	-	89	89
Prepaid expense	850	-	-	850
Total assets	<u>\$ 292,530</u>	<u>\$ 184,185</u>	<u>\$ 110</u>	<u>\$ 476,825</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 59,386	\$ -	\$ 89	\$ 59,475
Due to Landowner	30,215	-	9,144	39,359
Due to capital projects fund	89	-	-	89
Landowner advance	51,000	-	-	51,000
Total liabilities	<u>140,690</u>	<u>-</u>	<u>9,233</u>	<u>149,923</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred revenue	<u>58,806</u>	<u>-</u>	<u>-</u>	<u>58,806</u>
Total deferred inflows of resources	<u>58,806</u>	<u>-</u>	<u>-</u>	<u>58,806</u>
Fund balances:				
Restricted				
Debt service	-	184,185	-	184,185
Capital projects	-	-	(9,123)	(9,123)
Unassigned	<u>93,034</u>	<u>-</u>	<u>-</u>	<u>93,034</u>
Total fund balances	<u>93,034</u>	<u>184,185</u>	<u>(9,123)</u>	<u>268,096</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 292,530</u>	<u>\$ 184,185</u>	<u>\$ 110</u>	<u>\$ 476,825</u>

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JULY 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 429,248	\$ 428,748	100%
Interest and miscellaneous	-	1,735	-	N/A
Total revenues	-	430,983	428,748	101%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	35,125	48,000	73%
Legal	-	5,639	25,000	23%
Engineering	-	-	3,000	0%
Audit	-	3,795	4,000	95%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	83	833	1,000	83%
EMMA software service	-	1,000	1,000	100%
Trustee	-	-	5,500	0%
Telephone	17	167	200	84%
Postage	43	236	500	47%
Printing & binding	41	417	500	83%
Legal advertising	-	713	1,750	41%
Annual special district fee	-	175	175	100%
Insurance	-	5,351	6,500	82%
Contingencies/bank charges	335	1,082	750	144%
Website				
Hosting & maintenance	-	-	705	0%
ADA compliance	-	210	210	100%
Property appraiser & tax collector	-	8,833	8,932	99%
Total professional & administrative	4,519	63,576	108,472	59%

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JULY 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
Field Services				
Property insurance	-	15,798	50,000	32%
Field operations management	1,625	19,500	19,500	100%
Electricity-street light	2,781	27,243	35,000	78%
Irrigation well maintenance	-	232	2,500	9%
Lake maintenance	514	4,584	10,000	46%
Monument maintenance	850	6,034	2,000	302%
Sign maintenance	300	2,102	500	420%
Fence maintenance	-	3,240	1,000	324%
Wetlands maintenance	-	-	5,000	0%
Contract-common area landscaping	7,085	78,077	80,000	98%
Irrigation repairs	774	5,468	10,000	55%
Mulch	14,400	23,825	15,000	159%
Landscape/plant replacement	-	7,437	10,000	74%
Tree trimming & removal	-	-	5,000	0%
Amenity landscape	-	8,137	5,000	163%
Clubhouse maintenance	3,400	3,400	1,200	283%
Janitorial	900	7,700	11,400	68%
Pressure washing	-	825	3,000	28%
Permits	-	280	500	56%
Pool repairs & maintenance	-	-	1,200	0%
Pool service contract	1,220	11,220	18,000	62%
General maintenance	285	675	2,000	34%
Gate maintenance contract	-	-	1,500	0%
Gate phone/internet	-	613	1,200	51%
Gate repairs	-	-	1,000	0%
Amenity water/sewer	-	4,687	2,500	187%
Amenity electric	-	1,193	6,000	20%
Miscellaneous	-	18,515	10,000	185%
Cloud cover-music	-	-	276	0%
Tot lot/dog park/basketball court	-	1,725	5,000	35%
Electricity	-	4,358	2,500	174%
Water-irrigation	-	-	2,500	0%
Total field services	<u>34,134</u>	<u>256,868</u>	<u>320,276</u>	80%
Total expenditures	<u>38,653</u>	<u>320,444</u>	<u>428,748</u>	75%
Net change in fund balances	(38,653)	110,539	-	
Fund balances - beginning	<u>131,687</u>	<u>(17,505)</u>	-	
Fund balances - ending	<u>\$ 93,034</u>	<u>\$ 93,034</u>	<u>\$ -</u>	

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023
FOR THE PERIOD ENDED JULY 31, 2025**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ -	\$ 265,481	\$ 265,172	100%
Interest	588	7,178	-	N/A
Total revenues	588	272,659	-	N/A
EXPENDITURES				
Principal	-	55,000	55,000	100%
Interest	-	202,367	202,368	100%
Total debt service	-	257,367	257,368	100%
Other fees & charges				
Tax collector	-	5,305	5,524	96%
Total other fees and charges	-	5,305	5,524	96%
Total expenditures	-	262,672	262,892	100%
Excess/(deficiency) of revenues over/(under) expenditures	588	9,987	(262,892)	
Fund balances - beginning	183,597	174,198	169,683	
Fund balances - ending	<u>\$ 184,185</u>	<u>\$ 184,185</u>	<u>\$ (93,209)</u>	

**WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2023
FOR THE PERIOD ENDED JULY 31, 2025**

	Current Month	Year To Date
REVENUES		
Developer contribution	\$ -	\$ 1,663
Interest	-	25
Total revenues	<u>-</u>	<u>1,688</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	1,688
Fund balances - beginning	(9,123)	(10,811)
Fund balances - ending	<u><u>\$ (9,123)</u></u>	<u><u>\$ (9,123)</u></u>

WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**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	Chair
Ethen Broadwater	Assistant Secretary
Michelle Guerrier	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Ryan Dugan	District Counsel
Jeremy Couch	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**

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

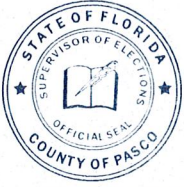
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Secretary/Assistant Secretary

Chair/Vice Chair

WESTWOOD OF PASCO
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS



Brian E. Corley
Supervisor of Elections
PO Box 300
Dade City FL 33526-0300

1-800-851-8754
www.PascoVotes.gov

April 23, 2025

Daphne Gillyard
Director of Administrative Services
2300 Glades Rd Suite 410W
Boca Raton FL 33431

Dear Daphne Gillyard:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2025.

• Avalon Park West Community Development District	988
• Del Webb River Reserve Community Development District	0
• Harvest Hills Community Development District	0
• Heritage Pines Community Development District	1,943
• KD52 Community Development District No. 1	0
• KD52 Community Development District No. 2	0
• Kenton Community Development District	1
• Magnolia Island Community Development District	0
• Parkview at Long Lake Ranch Community Development District	390
• Pasadena Ridge Community Development District	0
• Preserve at Legends Pointe Community Development District	0
• PTC Community Development District	2
• Riverwood Estates Community Development District	19
• Silverado Community Development District	752
• Summerstone Community Development District	601
• Towns at Woodsdale Community Development District	70
• TSR Community Development District	4,873
• Vidas Way Community Development District	11
• Westwood of Pasco Community Development District	76
• Whispering Pines Community Development District	285
• Woodcreek Community Development District	133

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood
Chief Administrative Officer

WESTWOOD OF PASCO COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Tampa Civil Design, LLC, 17937 Hunting Bow Circle, Lutz, Florida 33558</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 23, 2024	Regular Meeting	10:30 AM**
November 5, 2024	Landowners' Meeting	10:00 AM
January 17, 2025	Special Meeting	9:00 AM**
January 22, 2025 CANCELED	Regular Meeting	9:00 AM**
February 26, 2025 CANCELED	Regular Meeting	9:00 AM**
March 26, 2025 CANCELED	Regular Meeting	9:00 AM**
April 23, 2025 CANCELED	Regular Meeting	9:00 AM**
May 28, 2025 <i>Rescheduled to June 13, 2025</i>	Regular Meeting <i>Presentation of FY2026 Proposed Budget</i>	9:00 AM**
June 13, 2025	Regular Meeting <i>Presentation of FY2026 Proposed Budget</i>	1:00 PM***
June 25, 2025 CANCELED	Regular Meeting	9:00 AM**
July 23, 2025 CANCELED	Regular Meeting	9:00 AM**
August 27, 2025	Public Hearing & Regular Meeting <i>Adoption of FY2026 Budget</i>	9:00 AM**
September 24, 2025	Regular Meeting	9:00 AM**
<p>**Meetings will convene immediately following the adjournment of the Towns at Woodsdale CDD meetings, scheduled to commence at 9:00 AM.</p> <p>***Meetings will convene immediately following the adjournment of the Towns at Woodsdale CDD meetings, scheduled to commence at 1:00 PM.</p>		