

**TOWNS AT  
WOODSDALE**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**June 7, 2023**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**TOWNS AT  
WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Towns at Woodsdale 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

May 31, 2023

### ATTENDEES:

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

Board of Supervisors

Towns at Woodsdale Community Development District

Dear Board Members:

The Board of Supervisors of the Towns at Woodsdale Community Development District will hold a Regular Meeting on June 7, 2023 at 1:00 p.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2023-34, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
4. Consideration of Resolution 2023-35, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
5. Acceptance of Unaudited Financial Statements as of April 30, 2023
6. Approval of April 26, 2023 Public Hearing and Regular Meeting Minutes
7. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer (Interim): *Heidt Design, LLC*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - 0 Registered Voters in District as of April 15, 2023
    - NEXT MEETING DATE: June 28, 2023 at 10:00 AM

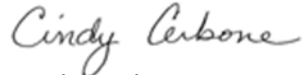
○ QUORUM CHECK

SEAT 1	BRET GELBERT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	ROB BOOS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	GENE WRIGHTENBERRY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	CURT NEEL	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	RYAN ZOOK	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 8. Board Members' Comments/Requests
- 9. Public Comments
- 10. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,



Cindy Cerbone  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 801 901 3513**

**TOWNS AT  
WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT**

**3**

**RESOLUTION 2023-34**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has prepared and submitted to the Board of Supervisors (“**Board**”) of the Towns at Woodsdale Community Development District (“**District**”) prior to June 15, 2023, the proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

**WHEREAS**, the Board has considered the proposed budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. PROPOSED BUDGET APPROVED.** The proposed budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said proposed budget.

**SECTION 2. SETTING A PUBLIC HEARING.** A public hearing on said approved proposed budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_

HOUR: \_\_\_\_\_

LOCATION: Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel  
2740 Cypress Ridge Blvd.  
Wesley Chapel, Florida 33544

**SECTION 3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

**SECTION 4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

**SECTION 5. PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

**SECTION 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.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 7th day of June, 2023.

ATTEST:

**TOWNS AT WOODSDALE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** FY 2023/2024 proposed budget

**Exhibit A**  
**FY 2023/2024 proposed budget**

*[See attached]*



**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2024**

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
TABLE OF CONTENTS**

<u>Description</u>	<u>Page Number(s)</u>
General Fund Budget	1 - 2
Definitions of General Fund Expenditures	3 - 4

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023		
<b>REVENUES</b>					
Landowner contribution	\$ 79,598	\$ -	\$ 81,257	\$ 81,257	\$ 461,088
Total revenues	<u>79,598</u>	<u>-</u>	<u>81,257</u>	<u>81,257</u>	<u>461,088</u>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Management/accounting/recording**	36,000	10,000	26,000	36,000	48,000
Legal	25,000	11,545	13,455	25,000	25,000
Engineering	2,000	-	2,000	2,000	2,000
Audit	-	-	-	-	4,000
Arbitrage rebate calculation*	-	-	-	-	750
Dissemination agent*	583	-	583	583	1,000
Trustee*	-	-	-	-	5,500
Telephone	200	83	117	200	200
Postage	500	-	500	500	500
Printing & binding	500	208	292	500	500
Legal advertising	6,500	100	6,400	6,500	1,750
Annual special district fee	175	-	175	175	175
Insurance	5,500	-	5,500	5,500	6,050
Contingencies/bank charges	750	-	750	750	750
Website hosting & maintenance	1,680	-	1,680	1,680	705
Website ADA compliance	210	210	-	210	210
Tax collector	-	-	-	-	9,222
Total professional & administrative	<u>79,598</u>	<u>22,146</u>	<u>57,452</u>	<u>79,598</u>	<u>106,312</u>

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023	Total Actual & Projected	
<b>Field operations</b>					
Property insurance	-	-	-	-	50,000
Field operations management	-	-	-	-	24,000
Electricity-street light	-	-	-	-	55,000
Irrigation well maintenance	-	-	-	-	2,500
Lake maintenance	-	-	-	-	10,000
Monument maintenance	-	-	-	-	2,000
Sign maintenance	-	-	-	-	500
Fence maintenance	-	-	-	-	1,000
Wetlands maintenance	-	-	-	-	5,000
Contract-common area landscaping	-	-	-	-	100,000
Irrigation repairs	-	-	-	-	10,000
Mulch	-	-	-	-	15,000
Landscape/plant replacement	-	-	-	-	10,000
Tree trimming & removal	-	-	-	-	5,000
Amenity landscape	-	-	-	-	5,000
Clubhouse maintenance	-	-	-	-	1,200
Janitorial	-	-	-	-	11,400
Pressure washing	-	-	-	-	3,000
Permits	-	-	-	-	500
Pool repairs & maintenance	-	-	-	-	1,200
Pool service contract	-	-	-	-	18,000
General maintenance	-	-	-	-	2,000
Gate maintenance contract	-	-	-	-	1,500
Gate phone/internet	-	-	-	-	1,200
Gate repairs	-	-	-	-	1,000
Amenity water/sewer	-	-	-	-	2,500
Amenity electric	-	-	-	-	6,000
Miscellaneous	-	-	-	-	5,000
Cloud cover-music	-	-	-	-	276
Electricity	-	-	-	-	2,500
Water-irrigation	-	-	-	-	2,500
Total field operations	-	-	-	-	354,776
Total expenditures	79,598	22,146	57,452	79,598	461,088
Excess/(deficiency) of revenues over/(under) expenditures	-	(22,146)	23,805	1,659	-
Net increase/(decrease) of fund balance	-	(22,146)	23,805	1,659	-
Fund balance - beginning (unaudited)	-	(1,659)	(23,805)	(1,659)	-
Fund balance - ending (projected)	-	-	-	-	-
Assigned					
Working capital	-	-	-	-	-
Unassigned	-	(23,805)	-	-	-
Fund balance - ending	\$ -	\$ (23,805)	\$ -	\$ -	\$ -

\* These items will be realized when bonds are issued

\*\* WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

\*\*\*These items will be realized when the CDD takes ownership of the related assets.

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Management/accounting/recording**	\$ 48,000
<p><b>Wrathell, Hunt and Associates, LLC</b> (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	2,000
<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	4,000
<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 necessary to calculate the arbitrage rebate liability.</p>	
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 &amp; Associates serves as dissemination agent.</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</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	6,050
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	750
<p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>	

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

Website hosting & maintenance	705
Website ADA compliance	210
Tax collector	9,222
Property insurance	50,000
Field operations management	24,000
Electricity-street light	55,000
Irrigation well maintenance	2,500
Lake maintenance	10,000
Monument maintenance	2,000
Sign maintenance	500
Fence maintenance	1,000
Wetlands maintenance	5,000
Contract-common area landscaping	100,000
Irrigation repairs	10,000
Mulch	15,000
Landscape/plant replacement	10,000
Tree trimming & removal	5,000
Amenity landscape	5,000
Clubhouse maintenance	1,200
Janitorial	11,400
Pressure washing	3,000
Permits	500
Pool repairs & maintenance	1,200
Pool service contract	18,000
General maintenance	2,000
Gate maintenance contract	1,500
Gate phone/internet	1,200
Gate repairs	1,000
Amenity water/sewer	2,500
Amenity electric	6,000
Miscellaneous	5,000
Cloud cover-music	276
Electricity	2,500
Water-irrigation	2,500
Total expenditures	<u><u>\$461,088</u></u>

**TOWNS AT  
WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2023-35**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Towns at Woodsdale Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2023/2024 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2023/2024 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2023/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 7th day of June, 2023.

ATTEST:

**TOWNS AT WOODSDALE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors



**EXHIBIT "A"**

<b>TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Hampton Inn &amp; Suites by Hilton - Tampa/Wesley Chapel 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 25, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 15, 2023*</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>December 27, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>January 24, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>February 28, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>March 27, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>April 24, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>May 22, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>June 26, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>July 24, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>August 28, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>September 25, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>

**\*Exception**

*The November meeting is one week earlier to accommodate the Thanksgiving holiday*

**TOWNS AT  
WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2023**

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2023**

	General Fund	Debt Service Fund	Total Governmental Funds
	<u>          </u>	<u>          </u>	<u>          </u>
<b>ASSETS</b>			
Due from Landowner	\$ 32,124	\$ 1,230	\$ 33,354
Total assets	<u>\$ 32,124</u>	<u>\$ 1,230</u>	<u>\$ 33,354</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 26,124	\$ 1,230	\$ 27,354
Due to Landowner	-	1,230	1,230
Landowner advance	6,000	-	6,000
Total liabilities	<u>32,124</u>	<u>2,460</u>	<u>34,584</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	26,122	-	26,122
Total deferred inflows of resources	<u>26,122</u>	<u>-</u>	<u>26,122</u>
Fund balances:			
Unassigned	(26,122)	-	(26,122)
Total fund balances	<u>(26,122)</u>	<u>(1,230)</u>	<u>(27,352)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 32,124</u>	<u>\$ 1,230</u>	<u>\$ 33,354</u>

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED APRIL 30, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Landowner contribution	\$ -	\$ -	\$ 79,598	0%
Total revenues	<u>-</u>	<u>-</u>	<u>79,598</u>	0%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording**	2,000	12,000	36,000	33%
Legal	-	11,545	25,000	46%
Engineering	-	-	2,000	0%
Dissemination agent*	-	-	583	0%
Telephone	16	100	200	50%
Postage	-	-	500	0%
Printing & binding	41	250	500	50%
Meeting Room Rental	258	258	-	N/A
Legal advertising	-	100	6,500	2%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,500	0%
Contingencies/bank charges	-	-	750	0%
Website hosting & maintenance	-	-	1,680	0%
Website ADA compliance	-	210	210	100%
Total professional & administrative	<u>2,315</u>	<u>24,463</u>	<u>79,598</u>	31%
Excess/(deficiency) of revenues over/(under) expenditures	(2,315)	(24,463)	-	
Fund balances - beginning	<u>(23,807)</u>	<u>(1,659)</u>	-	
Fund balances - ending	<u>\$ (26,122)</u>	<u>\$ (26,122)</u>	<u>\$ -</u>	

\*These items will be realized when bonds are issued.

\*\*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**TOWNS AT WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND  
FOR THE PERIOD ENDED APRIL 30, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
Cost of issuance	<u>-</u>	<u>1,230</u>
Total debt service	<u>-</u>	<u>1,230</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	  (1,230)
 Fund balances - beginning	 (1,230)	 -
Fund balances - ending	<u>\$ (1,230)</u>	<u>\$ (1,230)</u>

**TOWNS AT  
WOODSDALE  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38

The Board of Supervisors of the Towns at Woodsdale Community Development District held a Public Hearing and Regular Meeting on April 26, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544.

**Present at the meeting were:**

Ryan Zook	Chair
Gene Wrightenberry	Vice Chair
Bret Gelbert	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
Boyan Pargov (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:01 a.m.  
Supervisors Zook, Wrightenberry and Gelbert were present. Supervisors Boos and Neel 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**



39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69

**A. Affidavit/Proof of Publication**

**B. Mailed Notice to Property Owner(s)**

Ms. Mackie stated, for the record, that published and mailed notice of the public hearings were provided in accordance with the procedures required under Florida Law, as demonstrated by the affidavit of publication and mailed notice to property owner(s) included in the agenda.

**On MOTION by Mr. Wrightenberry and seconded by Mr. Zook, with all in favor, the Public Hearing was opened.**

**C. Engineer’s Report (for informational purposes)**

Ms. Mackie noted there were no substantive changes to the Engineer’s Report since it was last presented and approved.

The following questions were posed and answered:

**Ms. Mackie:** Is it your professional opinion that the estimated costs of the project are reasonable and proper?

**Mr. Pargov:** It is.

**Ms. Mackie:** In your professional opinion, is there any reason that this District can’t carry out the project identified in your Engineer’s Report?

**Mr. Pargov:** I don’t see any reason.

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

Ms. Sanchez stated that the Master Special Assessment Methodology Report was presented and approved at the last meeting.

The following questions were posed and answered;

**Ms. Mackie:** In your professional opinion, 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 assessments reasonably apportioned among the lands subject to the special assessment?

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

71 **Ms. Mackie:** Is it reasonable and proper and just to assess the cost of this CIP against  
72 the lands in the District in accordance with the Methodology and as contained on the final  
73 assessment roll attached to the Methodology Report?

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

75 **Ms. Mackie:** And the benefit is equal to and in excess of the maximum special  
76 assessments that are proposed to be levied?

77 **Ms. Cerbone:** That is correct.

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

81 Public comment was requested.

82 A Board Member noted that the entire legal exhibit encompasses the outparcel. Ms.  
83 Mackie stated her belief that the intent is to assess only the residential properties for the CDD's  
84 CIP so, to the extent that the outparcel contains a commercial property, she does not think the  
85 intent was for those properties to pay special assessments related to the CDD's CIP. Ms.  
86 Cerbone stated that is supported by the notation regarding "only residential structures",  
87 meaning the 306 townhomes and 94 villas; it does not mention commercial or industrial.

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

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

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

94 The Board resumed as the CDD Board.

95

96 **On MOTION by Mr. Gelbert and seconded by Mr. Wrightenberry, with all in**  
97 **favor, the Public Hearing was closed.**

98

99

100 E. Consideration of Resolution 2023-33, Authorizing District Projects for Construction and/or  
 101 Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and  
 102 Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the  
 103 Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments  
 104 by the Methods Provided for by Chapters 170, 190 And 197, Florida Statutes; Confirming  
 105 the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for  
 106 Transfers of Real Property to Governmental Bodies, Providing for the Recording of an  
 107 Assessment Notice; Providing for Severability, Conflicts and an Effective Date

108 Ms. Sanchez presented Resolution 2023-33 and read the title.

109 Ms. Mackie stated that this Resolution accomplishes the following:

110 ➤ Makes certain findings based on the steps taken prior to the meeting and Public Hearing  
 111 today and the evidence presented today.

112 ➤ Approves the CDD's projects in both the Engineer's Report and Master Special  
 113 Assessment Methodology Report.

114 ➤ Approves and confirms and levies the special assessments and allocates the same in  
 115 accordance with the Methodology.

116 ➤ Provides for the payment and prepayment of the special assessments and the manner  
 117 of collection.

118 ➤ Provides for certain property owned by governments, POAs, etc., are exempt from  
 119 assessments and the requirement to pay those special assessments should land be transferred  
 120 to those entities.

121 ➤ Provides for the direction to Staff to record a Notice of Special Assessments upon  
 122 approval of the Resolution.

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

125

126 **On MOTION by Mr. Wrightenberry and seconded by Mr. Gelbert, with all in**  
 127 **favor, Resolution 2023-33, Authorizing District Projects for Construction and/or**  
 128 **Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming,**  
 129 **and Levying Special Assessments on Property Specially Benefited by Such Projects**  
 130 **to Pay the Cost Thereof; Providing for the Payment and the Collection of Such**



171

172

173

174

**On MOTION by Mr. Gelbert and seconded by Mr. Wrightenberry, with all in favor, the February 22, 2023 Regular Meeting Minutes, as presented, were approved.**

175

176

177

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

178

179

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

180

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

181

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

182

There was no report.

183

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

184

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

185

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

186

- **QUORUM CHECK**

187

188

**NINTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

189

190

There were no Board Members' comments or requests.

191

192

**TENTH ORDER OF BUSINESS**

**Public Comments**

193

194

No members of the public spoke.

195

196

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

197

198

199

200

**On MOTION by Mr. Wrightenberry and seconded by Mr. Gelbert, with all in favor, the meeting adjourned at 10:17 a.m.**

201

202

203

204

205

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

206  
207  
208  
209  
210  
211

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

**TOWNS AT  
WOODSDALE  
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](http://www.pascovotes.gov)**

April 26, 2023

Daphne Gillyard, Director  
Wrathell, Hunt and Associates, LLC  
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, 2023.

• Abbott Square Community Development District	85
• Avalon Park West Community Development District	193
• Heritage Pines Community Development District	2,034
• Parkview at Long Lake Ranch Community Development District	236
• PTC Community Development District	3
• Silverado Community Development District	814
• Summerstone Community Development District	347
• Towns at Woodsdale Community Development District	0
• TSR Community Development District	4,831
• Westwood of Pasco Community Development District	0
• Whispering Pines Community Development District	0
• Woodcreek Community Development District	0

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

Sincerely,

Tiffannie A. Alligood  
Chief Administrative Officer

East Pasco - Dade City (352) 521-4302  
Central Pasco - Land O' Lakes (813) 929-2788  
West Pasco - New Port Richey (727) 847-8162



**TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE**

**LOCATION**

*Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel  
2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
January 25, 2023	Regular Meeting	10:00 AM
February 22, 2023	Regular Meeting	10:00 AM
March 22, 2023 <b>CANCELED</b>	Regular Meeting	10:00 AM
April 26, 2023	Public Hearing & Regular Meeting	10:00 AM
May 24, 2023 <b>CANCELED</b> <b>NO QUORUM</b>	Regular Meeting	10:00 AM
June 7, 2023	Regular Meeting	1:00 PM
June 28, 2023	Regular Meeting	10:00 AM
July 26, 2023	Regular Meeting	10:00 AM
August 23, 2023	Regular Meeting	10:00 AM
September 27, 2023	Regular Meeting	10:00 AM