

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

The Board of Supervisors of the Towns at Woodsdale Community Development District held a Public Hearing and Regular Meeting on August 27, 2025 as soon after 9:00 a.m., as the matter may be heard, at the offices of 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 (via telephone)

District Manager  
District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Kantarzhi called the meeting to order at 9:01 a.m.

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 Supervisors, Angela Mathews [Seat 1] (the following will also be provided in a separate package)**

**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

This item was deferred.

**FOURTH ORDER OF BUSINESS**

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

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**Public Hearing on 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

Mr. Kantarzhi presented Resolution 2025-10 and stated the proposed Fiscal Year 2026 budget is unchanged from when it was last presented to the Board.

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

No affected property owners or members of the public spoke.

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

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, 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, was adopted.**

**SIXTH ORDER OF BUSINESS**

**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**

Mr. Kantarzhi presented Resolution 2025-11 and read the title.

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, 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, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Mr. Kantarzhi presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.**

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Mr. Kantarzhi noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Ratification of Blue Water Aquatics, Inc. Midge Fly and Mosquito Control Agreement**

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the Blue Water Aquatics, Inc. Midge Fly and Mosquito Control Agreement, was ratified.**

Mr. Zook asked why no Landowner contribution has been budgeted and if there are any mechanisms in place to cover unforeseen expenditures that exceed the existing fund balance.

Discussion ensued regarding a budget amendment and putting a funding agreement with the Developer in place.

Mr. Dugan will draft a funding agreement with the Developer.

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of July 31, 2025**

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the Unaudited Financial Statements as of July 31, 2025, were accepted.**

**TENTH ORDER OF BUSINESS**

**Approval of June 13, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the June 13, 2025 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Dugan stated, upon reviewing the previous fiscal year's activities, there was a conditional funding obligation agreement with a Developer and the same format could be used for a new funding agreement. He asked for a motion to approve the funding agreement today and stated that he will work with the Chair between meetings to have it executed.

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, authorizing District Counsel to draft a conditional obligation funding agreement, similar to the previous fiscal year, and work with the Board Chair in between meetings to have it executed, was approved.**

**B. District Engineer: Heidt Design, LLC**

**C. Field Operations Manager: Folio Association Management**

There were no District Engineer or Field Operations Manager reports.

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

- **Property Insurance on Vertical Assets**
- **Form 1 Submission and Ethics Training**
- **70 Registered Voters as of April 15, 2025**
- **NEXT MEETING DATE: September 24, 2025 at 9:00 AM**
  - **QUORUM CHECK**

**TWELFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Zook and seconded by Ms. Guerrier, with all in favor, the meeting adjourned at 9:12 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair