



Rizzetta & Company

# Westridge Community Development District

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**Board of Supervisors'  
Meeting  
June 22, 2023**

**District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471**

[www.westridgecdd.org](http://www.westridgecdd.org)

**WESTRIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

[www.westridgecdd.org](http://www.westridgecdd.org)

<b>Board of Supervisors</b>	Nora Schuster James Jones Susan Kane Janice Stradley Vacant Seat	Chairperson Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Carol L. Brown	Rizzetta & Company, Inc.
<b>District Counsel</b>	Scott Clark	Clark & Albaugh
<b>District Engineer</b>	Mark E. Wilson	Kimley-Horn

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Supervisor Requests and Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. 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), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the 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 the appeal is to be based.

# WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (904) 436-6270  
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.westridgecdd.org](http://www.westridgecdd.org)

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Board of Supervisors  
Westridge Community  
Development District

June 15, 2023

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Westridge Community Development District will be held on **June 22, 2023, at 2:00 p.m.** at the **Polk County Sheriff's Office Northeast District at 1100 Dunson Road, Davenport, FL 33896..**

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on April 27, 2023.....Tab 1
  - B. Ratification of the Operation & Maintenance Expenditures for April 2023 & May 2023.....Tab 2
  - C. Acceptance of Financial Statement (unaudited) for May 31, 2023.Tab 3
4. **STAFF REPORTS (Part 1 of 2)**
  - A. Landscape Manager
5. **BUSINESS ITEMS**
  - A. Consideration of Floralawn Proposal(s).....Tab 4
    - 1.) Live Oak Tree Replacement Proposal
    - 2.) Palm Tree Replacement Proposal
    - 3.) Palm Trimming Proposal
    - 4.) Trimming & Debooting Proposal
  - B. Acceptance of Board of Supervisor Resignation.....Tab 5
  - C. Consideration of Appointment to Vacant Board of Supervisor Seat (*Under Separate Cover*)
  - D. Consideration of Resolution 2023-07, Re-designating Certain Officers.....Tab 6
  - E. Consideration of Roadway Speed Control Proposal(s).....Tab 7
  - F. Discussion of Parking Rule
5. **STAFF REPORTS (Part 2 of 2)**
  - A. District Counsel
  - B. District Engineer
    - 1.) Update on Reclaimed Irrigation Meter Installation
    - 2.) Update on Duke Energy Streetlight Installation Request
  - C. District Manager.....Tab 8
    - 1.) Presentation of Registered Voter Count

6. **SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call Kristi Roxas, Administrative Assistant, at (904) 436-6270 Ext. 4636.

Yours kindly,

*Carol L. Brown*

District Manager

**TAB 1**

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.

**WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the **Westridge Community Development District** was held on **April 27, 2023, at 2:00 p.m.** at the Polk County Sheriff's Office Northeast District at 1100 Dunson Road, Davenport, FL 33896.

Present and constituting a quorum:

Nora Schuster	<b>Board Supervisor, Chairperson</b>
James Jones	<b>Board Supervisor, Vice Chairman</b>
Susan Kane	<b>Board Supervisor, Assistant Secretary</b>
Maria Perez	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Carol L. Brown	<b>District Manager, Rizzetta &amp; Company</b>
Scott Clark	<b>District Counsel, Clark &amp; Albaugh, LLC</b>
Mark Wilson	<b>District Engineer, Kimley- Horn (<i>speakerphone</i>)</b>
Damon Smith	<b>Floralawn</b>
Brian Harbin	<b>Floralawn</b>

Audience Members **Present**

**FIRST ORDER OF BUSINESS** **Call to Order**

Ms. Brown called the meeting to order and read the roll at 2:00 p.m.

**SECOND ORDER OF BUSINESS** **Audience Comments on the Agenda Items**

Audience members commented on the parking policy, additional towing signage, street parking, parking near fire hydrants, modification of parking policy and impact of parking policy with multi-vehicle ownership.

45 **THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of  
Supervisors' Special Meeting held on  
January 26, 2023**

46  
47  
48  
On motion by Ms. Kane, seconded by Ms. Schuster, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' special meeting held on January 26, 2023, for Westridge Community Development District.

49  
50  
51 **FOURTH ORDER OF BUSINESS**

**Ratification of the Operation & Maintenance  
Expenditures for March 2023**

52  
53  
On motion by Ms. Schuster, seconded by Ms. Kane, with all in favor, the Board of Supervisors ratified the operation & maintenance expenditures for March 2023, in the amount of \$57,887.37, for Westridge Community Development District.

54  
55 **FIFTH ORDER OF BUSINESS**

**Staff Reports**

56  
57 **A. District Counsel**

58  
59 Mr. Clark updated the Board that he sent a certified termination of agreement letter to Down to  
60 Earth with an effective end date of April 20, 2023.

61  
62 He also advised the Board that the Floralawn Landscape Maintenance and Irrigation Services  
63 Agreement was drafted with a term date beginning May 1, 2023.

64  
65 **B. District Engineer**

66  
67 **1.) Update on Installation of Irrigation Meter**

68  
69 Mr. Wilson informed the Board that he is working with a contractor to provide a proposal for the  
70 installation of the reclaimed water meter on Tierra Del Sol Blvd.

71  
72 **2.) Update on Potential Installation of Streetlight**

73  
74 Mr. Wilson updated the Board that he has emailed Duke Energy and is waiting for a response  
75 with a cost estimate and potential timeline for installation of new street lighting at the entrance  
76 of Rte 27 and Tierra Del Sol Blvd.

77  
78 At 2:08 p.m. Ms. Perez arrived to the Board meeting.  
79  
80  
81

82 **C. Landscape Manager**

83  
84 Down to Earth managers were not present.

85  
86 Floralawn managers were in attendance and available for Board comment/questions.

87  
88 **D. District Manager**

89  
90 Ms. Brown reviewed the District Manager's Report. She noted the sidewalk installation invoice  
91 was paid from the general fund. She also informed the Board that Down to Earth did not  
92 complete the Palm Tree Installation proposal that was approved at the January 26, 2023  
93 meeting.

94  
95 The Board directed the Staff to inform Down to Earth that the proposal terminates with the end  
96 of their landscape agreement with the District and requested Staff to obtain a proposal from  
97 Floralawn.

98  
99 **FIFTH ORDER OF BUSINESS**

**Consideration of Highway 27 Tree  
Replacement Proposal(s)**

100  
101  
102 On a motion by Ms. Schuster, seconded by Ms. Kane, with all in favor, the Board of  
Supervisors approved a proposal for Highway 27 tree replacement for Floralawn, in the  
amount of \$3,828.57, for Westridge Community Development District.

103 **SIXTH ORDER OF BUSINESS**

**Discussion of Roadway Speed Control  
Options**

104  
105  
106 Ms. Brown updated the Board that she is working on receiving a response from the Polk  
107 County Sheriff's Office.

108  
109 Mr. Wilson advised the Board of the different speed control options the Board could install  
110 which include speed humps with cables, 4-way or 2-way Stop signs and digital power speed  
111 signs. Discussion ensued.

112  
113 The Board authorized Ms. Perez to work with Staff in obtaining a digital power speed signs and  
114 placement within the District.

115  
116 The Board authorized Mr. Jones to work with the Staff in reviewing towing signs and  
117 placement of digital speed signs within the District.

118  
119 On a motion by Ms. Schuster, seconded by Ms. Kane, with all in favor, the Board of  
Supervisors approved James Jones to be authorized to contact Bolton's Towing Service  
and have vehicles towed, for Westridge Community Development District.





158 Mr. Clark reviewed the District's Parking rule and Ms. Brown stated to contact Polk County  
159 Sheriff's Office if they observe a roadway obstruction.

160  
161 **Supervisor Requests**

162  
163 Ms. Kane requested the District Engineer to provide an updated map with streetlights.

164  
165 **TENTH ORDER OF BUSINESS** **Adjournment**

166  

On a motion by Ms. Schuster, seconded by Mr. Jones, with all in favor, the Board of Supervisors adjourned the meeting at 3:10 p.m. for Westridge Community Development District.
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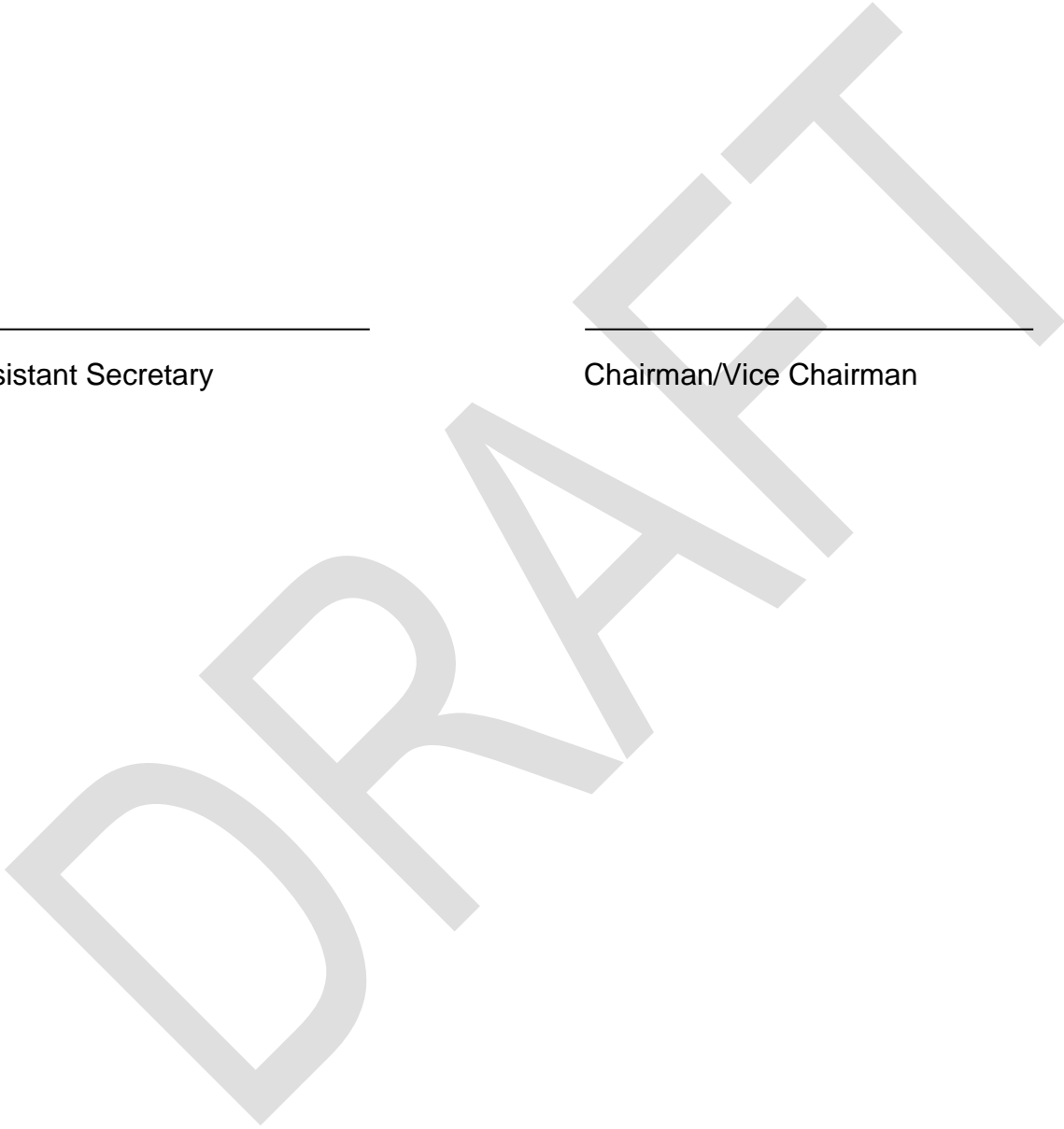
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Assistant Secretary

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Chairman/Vice Chairman



## EXHIBIT A



Rizzetta & Company

### UPCOMING DATES TO REMEMBER

- **Upcoming Meeting Dates:**
  - June 22, 2023 at 2:00 PM
  - July 27, 2023 at 2:00 PM – FY 23/24 Budget Adoption
- **FY 2021-2022 Audit Completion Deadline:** June 30, 2023
- **Series S2005 Bond Maturity Date:** May 1, 2037

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District  
Manager's  
Report

April 27

# 2023

#### FINANCIAL SUMMARY

03/31/2023

General Fund Cash & Investment Balance:

\$415,095\*

Reserve Fund Cash & Investment Balance:

\$ 95,838\*\*

Total Fund Balance YTD Actual:

\$510,933

Total Expenditure YTD Variance:

\$38,472  
Under Budget

\*General Fund Includes FY 23 AR of \$5,397

**TAB 2**

# WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.WESTRIDGECDD.ORG

## Operation and Maintenance Expenditures April 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$24,230.19**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

# Westridge Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Clark, Albaugh & Rentz, LLP	100057	18330	Legal Services 03/23	\$ 3,585.40
Duke Energy	EFT	9100 8743 4190 03/23	Electric Services 03/23	\$ 2,590.03
Innersync Studio, Ltd	100058	21189	Website & Compliance Services 04/23	\$ 384.38
Kimley-Horn and Associates, Inc.	100059	24344062	Engineering Services 02/28	\$ 1,008.23
Rizzetta & Company, Inc.	100054	INV0000078881	District Management Fees 04/23	\$ 3,760.50
Rizzetta & Company, Inc.	100055	INV0000078949	Mass Mailing 03/23	\$ 1,344.96
Rizzetta & Company, Inc.	100061	INV0000079451	Mass Mailing 04/23	\$ 752.42
The Ledger / News Chief/ CA Florida Holdings, LLC	100060	5434057	Legal Advertising 03/23	\$ 282.61
Tierra Del Sol Homeowners Association, Inc.	100056	Tierra032123	Reimbursement for Street Lighting 03/23	\$ 10,521.66
<b><u>Report Total</u></b>				<b><u>\$ 24,230.19</u></b>



# WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.WESTRIDGECCDD.ORG

## Operation and Maintenance Expenditures May 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2023 through May 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$27,972.37**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

# Westridge Community Development District

## Paid Operation & Maintenance Expenses

May 1, 2023 Through May 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Clark, Albaugh & Rentz, LLP	100066	18376	Legal Services 04/23	\$ 2,562.50
Duke Energy	EFT	9100 8743 4190 03/23 Autopay 650	Electric Services 03/23	\$ 2,616.88
Duke Energy	EFT	9101 4198 6868 03/23	Electric Services 03/23	\$ 1,946.34
ESTAD, LLC	100067	4488	Remove Broken Gate & Construction Material 03/23	\$ 1,485.00
Floralawn, Inc.	100068	18608	Landscape Maintenance 05/23	\$ 5,895.00
James R Jones	100064	JJ042723	Board of Supervisors Meeting 04/27/23	\$ 200.00
Kimley-Horn and Associates, Inc.	100069	24553737	Engineering Services 03/23	\$ 931.48
Prestige Cleaning Group Inc.	100070	1529	Hurricane Repairs 11/22	\$ 600.00
Ramada Inn	100065	Board Meeting 05/25/23	Room Rental for Board Meeting 05/25/23	\$ 100.00
Rizzetta & Company, Inc.	100063	INV0000079706	District Management Fees 05/23	\$ 3,760.50
SSS Down To Earth Opco, LLC	100062	INV154605	Landscape Maintenance 04/23	\$ 7,874.67
<b><u>Report Total</u></b>				<b><u>\$ 27,972.37</u></b>

**TAB 3**



Rizzetta & Company

# **Westridge Community Development District**

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**Financial Statements  
(Unaudited)**

**May 31, 2023**

**Prepared by: Rizzetta & Company, Inc.**

[westridgecdd.org](http://westridgecdd.org)  
[rizzetta.com](http://rizzetta.com)

**Westridge Community Development District**

Balance Sheet

As of 05/31/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Capital Project Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
<b>Assets</b>							
Cash In Bank	372,953	0	1,113	0	374,066	0	0
Investments	0	95,840	274,241	0	370,080	0	0
Prepaid Expenses	576	0	0	0	576	0	0
Refundable Deposits	6,970	0	0	0	6,970	0	0
Fixed Assets	0	0	0	0	0	19,568,351	0
Amount Available in Debt Service	0	0	0	0	0	0	275,354
Amount To Be Provided Debt Service	0	0	0	0	0	0	2,049,646
<b>Total Assets</b>	<b>380,499</b>	<b>95,840</b>	<b>275,354</b>	<b>0</b>	<b>751,692</b>	<b>19,568,351</b>	<b>2,325,000</b>
<b>Liabilities</b>							
Accounts Payable	8,251	0	0	0	8,251	0	0
Accrued Expenses	7,019	0	0	0	7,019	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	2,325,000
<b>Total Liabilities</b>	<b>15,270</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,270</b>	<b>0</b>	<b>2,325,000</b>
<b>Fund Equity &amp; Other Credits</b>							
Beginning Fund Balance	173,922	35,836	248,053	16,591	474,402	0	0
Investment In General Fixed Assets	0	0	0	0	0	19,568,351	0
Net Change in Fund Balance	191,307	60,004	27,301	(16,591)	262,020	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>365,229</b>	<b>95,840</b>	<b>275,354</b>	<b>0</b>	<b>736,422</b>	<b>19,568,351</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>380,499</b>	<b>95,840</b>	<b>275,354</b>	<b>0</b>	<b>751,692</b>	<b>19,568,351</b>	<b>2,325,000</b>

See Notes to Unaudited Financial Statements

**Westridge Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Special Assessments				
Tax Roll	254,815	254,815	334,823	(80,008)
Off Roll	167,980	167,980	85,132	82,848
Total Revenues	422,795	422,795	419,955	2,840
<b>Expenditures</b>				
Legislative				
Supervisor Fees	5,000	3,333	800	2,534
Total Legislative	5,000	3,333	800	2,534
Financial & Administrative				
Administrative Services	3,972	2,648	2,648	0
District Management	16,879	11,253	11,253	0
District Engineer	10,000	6,667	3,549	3,118
Disclosure Report	2,000	2,000	1,500	500
Trustees Fees	12,000	8,000	4,714	3,286
Assessment Roll	5,569	5,569	5,569	(1)
Financial & Revenue Collections	3,972	2,648	2,648	1
Accounting Services	18,203	12,135	12,135	(1)
Auditing Services	4,000	0	0	0
Arbitrage Rebate Calculation	500	333	500	(166)
Public Officials Liability Insurance	3,147	3,147	3,007	140
Legal Advertising	2,500	1,667	2,644	(978)
Dues, Licenses & Fees	175	175	175	0
Miscellaneous Fees	500	333	853	(519)
Property Appraiser Fees	0	0	3,028	(3,028)
Website Hosting, Maintenance, Backup & Email	4,000	2,667	2,553	114
Total Financial & Administrative	87,417	59,242	56,776	2,466
Legal Counsel				
District Counsel	35,000	23,333	19,756	3,577
Total Legal Counsel	35,000	23,333	19,756	3,577
Electric Utility Services				
Utility - Street Lights	100,000	66,667	41,562	25,105
Total Electric Utility Services	100,000	66,667	41,562	25,105
Other Physical Environment				
General Liability & Property Insurance	2,878	2,878	2,750	128
Landscape Maintenance	175,000	116,667	61,569	55,097
Total Other Physical Environment	177,878	119,545	64,319	55,225

See Notes to Unaudited Financial Statements

**Westridge Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	05/31/2023	05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Road & Street Facilities				
Sidewalk Maintenance & Repair	2,500	1,666	43,150	(41,483)
Street Sign Repair & Replacement	1,000	667	0	667
Roadway Repair & Maintenance	8,000	5,333	0	5,333
Total Road & Street Facilities	11,500	7,666	43,150	(35,483)
Contingency				
Miscellaneous Contingency	6,000	4,000	2,285	1,715
Total Contingency	6,000	4,000	2,285	1,715
Total Expenditures	422,795	283,786	228,648	55,139
Total Excess of Revenues Over(Under) Expenditures	0	139,009	191,307	(52,298)
Fund Balance, Beginning of Period	0	0	173,922	(173,922)
Total Fund Balance, End of Period	0	139,009	365,229	(226,220)

**Westridge Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	4	(4)
Special Assessments				
Tax Roll	36,000	36,000	47,918	(11,918)
Off Roll	24,000	24,000	12,081	11,919
<b>Total Revenues</b>	<b>60,000</b>	<b>60,000</b>	<b>60,003</b>	<b>(3)</b>
<b>Expenditures</b>				
Contingency				
Sidewalk Maintenance & Repair	30,000	30,000	0	30,000
Capital Reserve	30,000	30,000	0	30,000
<b>Total Contingency</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>
<b>Total Expenditures</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<b>0</b>	<b>0</b>	<b>60,003</b>	<b>(60,003)</b>
<b>Fund Balance, Beginning of Period</b>	<b>0</b>	<b>0</b>	<b>35,837</b>	<b>(35,837)</b>
<b>Total Fund Balance, End of Period</b>	<b>0</b>	<b>0</b>	<b>95,840</b>	<b>(95,840)</b>



**Westridge Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	5,403	(5,403)
Special Assessments				
Tax Roll	252,672	252,672	250,810	1,862
<b>Total Revenues</b>	<u>252,672</u>	<u>252,672</u>	<u>256,213</u>	<u>(3,541)</u>
<b>Expenditures</b>				
Debt Service				
Interest	147,672	147,672	140,940	6,732
Principal	105,000	105,000	105,000	0
<b>Total Debt Service</b>	<u>252,672</u>	<u>252,672</u>	<u>245,940</u>	<u>6,732</u>
<b>Total Expenditures</b>	<u>252,672</u>	<u>252,672</u>	<u>245,940</u>	<u>6,732</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>10,273</u>	<u>(10,273)</u>
<b>Total Other Financing Sources(Uses)</b>				
Interfund Transfer (Expense)				
Interfund Transfer	0	0	17,027	(17,027)
<b>Total Other Financing Sources(Uses)</b>	<u>0</u>	<u>0</u>	<u>17,027</u>	<u>(17,027)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>248,054</u>	<u>(248,054)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>275,354</u>	<u>(275,354)</u>

**Westridge Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	436	(436)
Total Revenues	<u>0</u>	<u>0</u>	<u>436</u>	<u>(436)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>436</u>	<u>(436)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	(17,027)	17,027
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>(17,027)</u>	<u>17,027</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>16,591</u>	<u>(16,591)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Westridge CDD**  
**Investment Summary**  
**May 31, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>May 31, 2023</u>
Truist	Money Market Account	\$ 95,840
	<b>Total Reserve Fund Investments</b>	<b><u>\$ 95,840</u></b>
US Bank Series 2005 Reserve	First American Government Obligation Fund Class Y	\$ 131,006
US Bank Series 2005 Revenue	First American Government Obligation Fund Class Y	126,208
US Bank Series 2005 Prepayment	First American Government Obligation Fund Class Y	17,027
	<b>Total Debt Service Fund Investments</b>	<b><u>\$ 274,241</u></b>

**Westridge Community Development District  
Summary A/P Ledger  
From 05/1/2023 to 05/31/2023**

	<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
<b>650, 2633</b>	650 General Fund	02/01/2023	Duke Energy	9100 8743 4190 12/22	Electric Services 12/22 ACH	2,514.23
	650 General Fund	05/08/2023	Duke Energy	9100 8743 4190 04/23	Electric Services 04/23 Autopay 650	2,616.88
	650 General Fund	05/11/2023	Duke Energy	9101 4198 6868 04/23	Electric Services 04/23 Autopay 650	2,919.51
	650 General Fund	05/26/2023	Janice A Stradley	JS032323	Board of Supervisors Meeting 03/23/23	200.00
	<b>Sum for 650, 2633</b>					<b>8,250.62</b>
	<b>Sum for 650</b>					<b>8,250.62</b>
	<b>Sum Total</b>					<b>8,250.62</b>

**Westridge Community Development District**  
**Notes to Unaudited Financial Statements**  
**May 31, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 05/31/2023.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.

**Summary A/R Ledger – Payment Terms**

3. Payment terms for landowner assessments are (a) defined in the FY22-23 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

**TAB 4**



**734 South Combee Road, Lakeland, FL. 33801**  
**Phone: (863) 668-0494**

**DATE:** May 16<sup>th</sup>, 2023  
**PROPOSAL SUBMITTED TO:** Westridge CDD  
Attn: Carol Brown  
**JOB INFORMATION:** Westridge CDD

RE: Tree Replacement

**Floralawn, Inc. proposes to perform the following:**

Furnish and install landscape materials at the above listed location to replace one unhealthy and dead tree, and straighten and stake existing trees (26) as follows:

<u>Quantity</u>	<u>Description</u>
1	Live Oak - 3" Cal., 12-14' Ht
26	Pro 40 Tree Stake
1	Removal and Disposal
3	C.Y. Mulch

**TOTAL: \$3,261.30**

SPECIAL INSTRUCTIONS/REMARKS: Floralawn, Inc. is not responsible for any damage to driveways or walks that are in poor condition prior to commencement of work. Floralawn, Inc. will also not be responsible for any damage to septic tanks and/or underground utilities that are not previously identified by the Owner or a locate service.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving additional costs will be executed only upon written orders and will become an additional charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within (30) days and is void thereafter at the option of the undersigned.

Submitted by (Floralawn, Inc.): Loren Wixet

**\*\*\*ACCEPTANCE OF PROPOSAL\*\*\***

The above prices, specifications and conditions are hereby accepted. Floralawn, Inc. is authorized to perform the work as specified. Payment will be made as outlined above.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_



**734 South Combee Road, Lakeland, FL. 33801**  
**Phone: (863) 668-0494**

**DATE:** May 16<sup>th</sup>, 2023  
**PROPOSAL SUBMITTED TO:** Westridge CDD  
Attn: Carol Brown  
**JOB INFORMATION:** Westridge CDD

RE: Tree Replacement

**Floralawn, Inc. proposes to perform the following:**

Furnish and install landscape materials at the above listed location to replace removed Washingtonia Palm to match existing, as follows:

<u>Quantity</u>	<u>Description</u>
1	Washingtonia Palm 20'-25' OA
1	Palm Staking
1	C.Y. Mulch

**TOTAL: \$1,780.15**

*SPECIAL INSTRUCTIONS/REMARKS:* Floralawn, Inc. is not responsible for any damage to driveways or walks that are in poor condition prior to commencement of work. Floralawn, Inc. will also not be responsible for any damage to septic tanks and/or underground utilities that are not previously identified by the Owner or a locate service.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving additional costs will be executed only upon written orders and will become an additional charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within (30) days and is void thereafter at the option of the undersigned.

Submitted by (Floralawn, Inc.): Loren Wixget

**\*\*\*ACCEPTANCE OF PROPOSAL\*\*\***

The above prices, specifications and conditions are hereby accepted. Floralawn, Inc. is authorized to perform the work as specified. Payment will be made as outlined above.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_





**Proposal**

**Date: 5/16/2023**

**Work Order #6404**

**PO #**

**Customer:**

Carol Brown  
Rizzetta & Company  
3434 Colwell Ave  
Suite 200  
Tampa, FL 33614

**Property:**

Westridge CDD  
  
Davenport, FL

**Palm Trimming on Blvd.**

Tree Trimming- x90 Washingtonian palms to be trimmed on a 10/2 scale.

Debris- All tree debris cleaned up & hauled away.

**Palm Trimming**

**Palm Trimming**

---

**PROJECT TOTAL:        \$7,540.00**

**Terms & Conditions**

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of:\$7,020.00 (Seven thousand, twenty dollars and 0/100), with payments to be made as follows:

50% Deposit with the Remaining Balance Due Upon Completion with a signed proposal.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

**By** \_\_\_\_\_

**Brian Harbin**

**Date** 5/16/2023

**Floralawn**

**By** \_\_\_\_\_

**Date** \_\_\_\_\_

**Westridge CDD**



**Proposal**

**Date: 5/16/2023**

**Work Order #6432**

**PO #**

**Customer:**

Carol Brown  
Rizzetta & Company  
3434 Colwell Ave  
Suite 200  
Tampa, FL 33614

**Property:**

Westridge CDD  
  
Davenport, FL

**Palm Trimming and debooting**

Tree Trimming – x90 Washingtonian Palms to be trimmed on a 10/2 scale and removing the boots.

Tree debris – all tree debris will be cleaned up and hauled away.

**Palm Trimming**

**Palm Trimming**

---

**PROJECT TOTAL:        \$9,360.00**

**Terms & Conditions**

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of: \$9,360 (Nine thousand, three hundred sixty dollars and 00/100), with payments to be made as follows:

50% Deposit with the Remaining Balance Due Upon Completion with a signed proposal.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

**By** \_\_\_\_\_

**Brian Harbin**

**Date** 5/16/2023

**Floralawn**

**By** \_\_\_\_\_

**Date** \_\_\_\_\_

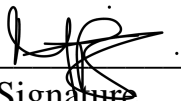
**Westridge CDD**

**TAB 5**

**Westridge Community**  
**Development District Board of**  
**Supervisors**

To Whom It May Concern:

I, Maria Perez, do hereby resign from the  
Board of Supervisors of the Westridge Community Development  
District, effective as of May 26, 2023, 2023.

  
\_\_\_\_\_  
Signature

Maria Perez  
\_\_\_\_\_  
Print Name

Date: 05/19/2023  
\_\_\_\_\_

**TAB 6**

**RESOLUTION 2023-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING AN ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Westridge Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

**WHEREAS**, the Board of Supervisors (hereinafter the “Board”) previously designated Maria Perez as an Assistant Secretary pursuant to Resolution 2023-05; and

**WHEREAS**, the Board now desires to re-designate the Assistant Secretary.

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

Section 1. \_\_\_\_\_ is hereby appointed as Assistant Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of June 2023.

**ATTEST:**

**WESTRIDGE COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chairperson, Board of Supervisors



**TAB 7**

PO Box 2804 Sanford, FL 32772-2804  
(407) 708-5695 | info@fmsflorida.net

Date	Number
5/22/2023	23-10433
Expiration	Terms
6/21/2023	Net 30

Bill To
Westridge CDD c/o Rizzetta & Company, Inc. 3434 Colwell Avenue Suite 200 Tampa, FL 33614

Job Name & Location		
Westridge CDD 6673 Dutton Drive Wesley Chapel, FL 33545		
<table border="1"> <thead> <tr> <th>Code</th> </tr> </thead> <tbody> <tr> <td> </td> </tr> </tbody> </table>	Code	
Code		

Requested By	Prepared By	Safety Concern	Purchase Order
Kristi Roxas	Shane Girard	No	

Description of Work	Quantity	Rate	Amount
<p>This is for supplying, assembling and installing (5) flashing electronic digital visual 36" Stop signs as discussed with Kristi. Please see the attached specifications sheet to view these units.</p> <p>This includes supplying (5) LedLighting Solutions Solar Powered LED Flashing Stop Signs units, supplying (5) 16' tall x 2 5/8" wide rounded aluminum posts and assembling and anchoring sign posts into the ground 4' in depth with concrete poured around the base of the post and also framing / pouring a 2' x 2' concrete pad at ground level around the posts.</p> <p>*Management will need to supply an outlined location map of where these are to be installed prior to scheduling. We will remove the existing stop signs / poles and either haul offsite or deliver to community storage location to be stored for future use.</p> <p>This includes all labor, tools and materials needed to complete this job. This does not includes any permitting fees.</p> <p>- Material costs to supply (5) LedLighting Solutions Solar Powered LED Flashing Stop Sign sign units as described above.</p> <p>- Material costs to supply (5) 16' x 2 5/8" aluminum posts, all related hardware and concrete as described above.</p> <p>- Labor costs to assemble, deliver and install (5) flashing electronic digital visual 36" Stop signs as described above.</p>	5	1,872.60	9,363.00
	5	565.99	2,829.95
	5	750.00	3,750.00

FM Solutions agrees to provide all labor, supervision, materials, and equipment necessary to perform the work outlined by this proposal. Our proposals reflect a professional and proper way of completing a project. We do not believe in taking "shortcuts" however, we can still be as competitive as others when comparing similar approaches. For more information, please visit our website at [www.fmsflorida.net](http://www.fmsflorida.net)

The signer below here by approves this work and represents that he/she has the requisite authority to act in the capacity on behalf of the property owner.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name & Title

<b>Total</b>	<b>\$15,942.95</b>
--------------	--------------------

To approve this work, please return to the sender by doing either of the following:

1. Sign and scan this proposal to the sender or to info@fmsflorida.net.
2. Reply to the email you received with an approval message stating the total amount that you are approving.

\_\_\_\_\_  
Date Approved



## 36" SOLAR POWERED FLASHING STOP SIGN

- Our bright LED flashing Stop Sign is part of a solar traffic safety series
- This sign's bright flashing LED lights and reflective 3M material can be seen from over 2500ft and makes for a great addition for safety pertaining to reducing speed ahead
- Made with an aluminum alloy board and solar board to MUTCD (R1-1) specifications
- These signs are used to warn drivers that there is a Stop Sign coming up and they should begin slowing down. Many cities, companies, industries use this for new stop signs or when stop sign is blocked from drivers seeing.

## PRODUCT APPLICATIONS

Solar LED Traffic Safety Sign can be used on streets, in parking lots and more. Since these are solar powered, they can be used anywhere there is sun light. This product is very simple to install and use.

### INCLUDES:

- SIGN
- SOLAR PANEL
- MOUNTING HARDWARE
- INTERNAL BATTERY BACKUP

DOES NOT INCLUDE POLE

## PRODUCT SPECIFICATIONS

**TYPE:** Solar LED 36" Stop Sign

**PRODUCT CODE:** CSTP036

**MUTCD CODE:** R1-1

**SOLAR CHARGING PANEL:** 12V, 5w Monocrystalline silicone

**COLOR RANGE:** Yellow

**WORKING MODE:** All Day or Just Evening, flashing

**BATTERY:** Lithium battery 7.4V/4400AH

**VISIBLE DISTANCE:** >2500 feet

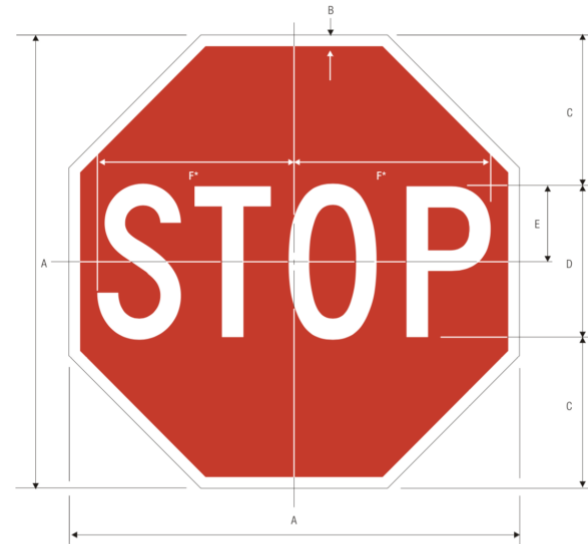
**WORKING TIME:** After one full charge, 5-7 consecutive days

**BATTERY LIFE SPAN:** 3-5 Years

**WARRANTY:** 3 Year Full Warranty

**THE DIMENSIONS:** 36-inch Diamond (36"x36")

○ **PACKING DIMENSIONS:** 38" x 38" x 6", 1 Piece



R1-1

STOP

\*Reduce spacing 40%

A	B	C	D	E	F
18	.375	6	6 C	3	7.75
24	.625	8	8 C	4	10
30	.75	10	10 C	5	12.5
36	.875	12	12 C	6	15
48	1.25	16	16 C	8	20

These signs are used to warn drivers that there is a Stop Sign coming up and they should begin slowing down. Many cities, companies, industries use this for new stop signs or when stop sign is blocked from drivers seeing. Solar LED Traffic Safety Sign can be used on streets, in parking lots and more. Since these are solar powered, they can be used anywhere there is sun light. This product is very simple to install and use.

## MUTCD GUIDELINES

The CSTP036 adheres to the MUTCD Standards found within MUTCD Guidelines Section 2A.07 for Retroreflective and Illumination

- Illumination of a sign by Light emitting diodes (LEDs)
- Sign Element to be Illuminated: (1) Symbol or word message (2) Portions of the Sign border
- LED's are placed within 1 border unit of border and within words
- LED's are red in color
- LED's are within 1/4" in width
- LED's flashing at a rate of 50 times per minute
- Background of sign is standard 3M reflective engineering grade material

PO Box 2804 Sanford, FL 32772-2804  
(407) 708-5695 | info@fmsflorida.net

Date	Number
5/22/2023	23-10434
Expiration	Terms
6/21/2023	Net 30

Bill To
Westridge CDD c/o Rizzetta & Company, Inc. 3434 Colwell Avenue Suite 200 Tampa, FL 33614

Job Name & Location		
Westridge CDD 6673 Dutton Drive Wesley Chapel, FL 33545		
<table border="1"> <thead> <tr> <th>Code</th> </tr> </thead> <tbody> <tr> <td> </td> </tr> </tbody> </table>	Code	
Code		

Requested By	Prepared By	Safety Concern	Purchase Order
Kristi Roxas	Shane Girard	No	

Description of Work	Quantity	Rate	Amount
<p>This is for supplying, assembling and installing (5) flashing electronic digital visual speed limit signs as discussed with Krisit. Please see the attached photo document to see examples of these units.</p> <p>This includes supplying (5) ElanCity EVOLIS Solar Powered Radar Speed Signs with a White Refelctive Front Face, supplying (5) 14' tall x 3 5/8" wide rounded aluminum posts and assembling and anchoring sign posts into the ground 4' in depth with concrete poured around the bases of the posts and also framing / pouring a 2' x 2' concrete pads at ground level around the posts.</p> <p>*Management will need to supply and outlined location map of where this is to be installed prior to scheduling.</p> <p>This includes all labor, tools and materials needed to complete this job. This does not includes any permitting fees.</p> <p>- Material costs to supply (5) ElanCity EVOLIS sign units as described above.</p> <p>- Material costs to supply (5) 14' x 3 5/8" aluminum posts, all related hardware and concrete as described above.</p> <p>- Labor costs to assemble, deliver and install (5) flashing electronic digital visual speed limit signs as described above.</p>			
	5	4,124.78	20,623.90
	5	514.52	2,572.60
	5	750.00	3,750.00

FM Solutions agrees to provide all labor, supervision, materials, and equipment necessary to perform the work outlined by this proposal. Our proposals reflect a professional and proper way of completing a project. We do not believe in taking "shortcuts" however, we can still be as competitive as others when comparing similar approaches. For more information, please visit our website at [www.fmsflorida.net](http://www.fmsflorida.net)

The signer below here by approves this work and represents that he/she has the requisite authority to act in the capacity on behalf of the property owner.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name & Title

<b>Total</b>	<b>\$26,946.50</b>
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To approve this work, please return to the sender by doing either of the following:

1. Sign and scan this proposal to the sender or to info@fmsflorida.net.
2. Reply to the email you received with an approval message stating the total amount that you are approving.

\_\_\_\_\_  
Date Approved



**TAB 8**



April 21, 2023

Carol L. Brown – District Manager  
Rizzetta & Company, Inc.  
3434 Colwell Avenue, Suite 200  
Tampa, Florida 33614

**RE: Westridge Community Development District Registered Voters**

Dear Ms. Brown,

In response to your request, there are currently **706** voters within the Westridge Community Development District. This number of registered voters in said District is as of **April 15, 2023**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

Lori Edwards  
Supervisor of Elections  
Polk County, Florida