



Rizzetta & Company

# **Wesbridge Community Development District**

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**Board of Supervisor's Regular  
Meeting  
April 10, 2023**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544  
813-994-1001**

**[www.wesbridgecdd.org](http://www.wesbridgecdd.org)**

**WESBRIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>Board of Supervisors</b>	Ray Brun Eladio Izquierdo Leslie Green Austin Story Bob Schnaydman	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Daryl Adams	Rizzetta & Company, Inc.
<b>District Counsel</b>	Scott Steady	Burr Forman, P.A.
<b>District Engineer</b>	Stephen Brletic	BDI Engineering

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

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

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 (813) 533-2950. 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.

April 3, 2023

**Board of Supervisors  
Wesbridge Community  
Development District**

**FINAL AGENDA**

Dear Board Members:

The regular Meeting of the Board of Supervisors of the Wesbridge Community Development District will be held on **Monday, April 10, 2023 at 6:00 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. The following is the agenda for the meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
  - A. Discussion of FY 2023-2024 Budget
  - B. Discussion of Pet Poop Stations
  - C. Discussion of Additional Pavers on Walking Trail around Boyette Rd Pond
  - D. Discussion of Engineer Lighting for Pedestrian Walk-Through Between Marquette and Dutton
  - E. Discussion of Speed Meter Device for Merilee
- 4. STAFF REPORTS**
  - A. Aquatics Report
    1. Review of Remson Aquatics Report  
**(under separate cover)**
    2. Consideration of Aquatic Planting Proposal  
**(under separate cover)**
  - B. Landscape Inspection Manager
    1. Review of Landscape Inspection Report  
**(under separate cover)**
    2. Consideration and Discussion of Landscape RFP's Received
  - C. District Counsel
  - D. District Engineer
    1. Review of District Engineer Report & Erosion Proposals ..... Tab 1
    2. Wesbridge Ownership Map ..... Tab 2
  - E. District Manager
    1. Presentation of District Manager Report and Financial Statement ..... Tab 3
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors Meeting held on February 13, 2023 ..... Tab 4
  - B. Consideration of Minutes of the Board of Supervisors Meeting held on March 13, 2023 ..... Tab 5
  - C. Consideration of Operation & Maintenance Expenditures for January and February 2023 ..... Tab 6

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 us at (813) 994-1001.

Sincerely,

*Daryl Adams*

Daryl Adams

District Manager

# Tab 1

**Wesbridge CDD  
ENGINEER'S REPORT FOR April 10<sup>th</sup>, 2023 BOARD MEETING**

Ongoing Projects Report and Updates:

**Pond B2 Erosion**

As requested by the board at the previous board meeting, BDI reviewed the construction plans and performed a site inspection at the extensive erosion reported in the southeast corner of Pond B2. It was found through plans review that this corner abuts the adjacent wetland and the bank that has eroded is part of the wetland buffer. The erosion is most likely caused by this particular section of the bank not being compacted correctly and/or having an excess amount of organic material in it. Both issues were a result of the bank's proximity to the wetland. The erosion does warrant a repair to stay in compliance with the SWFWMD stormwater permit. A scope was generated, and bids have been solicited from 3 contractors that are cost effective and regularly perform bank restorations of this size. A summary of the proposals are as follows:

Crosscreek	\$	5,980.00
Terra Crafters	\$	2,875.00
Finn Outdoor	\$	2,700.00

**Crosswalks Inventory**

As requested by the board at the previous board meeting, BDI reviewed the construction plans and performed a site inspection to inventory and create a scope for striping/restriping the crosswalks within the community as well as identify any missing curb ramps. The scope of work and any details is in process to be created to solicit bids. The scope of work and the bids will be presented at the May board meeting.

**Finn Outdoor**  
730 20th Ave N  
Saint Petersburg, FL 33704 US  
(813)957-6075  
robb@finnoutdoor.com



## Estimate

**ADDRESS**

Wesbridge CDD

**ESTIMATE #** 2020

**DATE** 03/09/2023

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ACTIVITY	QTY	RATE	AMOUNT
<b>Erosion Restoration</b> Restore approximately 30 linear feet of pond bank at the SE corner of the pond adjacent to 6672 Dutton Dr. Repair to be completed by removing stumps and organics as needed; importing, compacting, and grading fill material; Installing coconut mesh erosion control blanket and Bahia sod throughout the project area.	1	2,700.00	2,700.00
TOTAL			<b>\$2,700.00</b>

Accepted By

Accepted Date



March 8th, 2023

**ATTN: Jerry Whited**  
BDi Engineering  
536 4th Ave. S, Unit 4  
St. Petersburg, Fl. 33701

**EXHIBIT A  
SCOPE OF WORK**

**1. OVERVIEW**

Wesbridge CDD – Pond Remediation.

**2. SCOPE OF SERVICES**

**Pond Bank Restoration Repair; Approximately 30 LF Per Bank Restoration Detail C-1 will be restored. Pond is located within the Westbridge Community. Pricing includes all labor, equipment, and materials needed to return this section of Pond Bank to original configuration.**

**3. FEE AND SCHEDULE FOR SCOPE OF SERVICES**

Services for this Proposal will be billed under the following tasks and associated fee type and amounts:

<b>Paragraph &amp; Billing Task</b>	<b>Scope of Services</b>	<b>Fee Type</b>	<b>Fee Amount or Budget Estimate</b>
2.0	Pond Bank Restoration Repair	FF	\$2,875.00
		FF	
<b>Total Contract Fees:</b>			<b>\$2,875.00</b>

Notes: Fixed fee services will be billed on a percent complete basis.

An initial budget has been established for this billing task. If the scope of work to complete a task exceeds the available budget, a budget adjustment will be requested.

**FEE AND BILLING**

Terra Crafters will perform the services described in the Scope of Services for a **Fixed Fee of Two Thousand Eight-Hundred Seventy Five Dollars and 00/100 (\$2,875.00)**. CLIENT will be invoiced monthly for the percent complete.





March 8<sup>th</sup>, 2023  
Page 2 of 2

On Behalf of:  
**Terra Crafters Environmental, LLC**

Respectfully Submitted,

Justin Grace

### **Owner/Client Authorization**

By executing this Professional Services Proposal below, I hereby authorize the performance of services as described herein.

I also warrant and represent that I am authorized to enter into this Agreement and agree to pay the charges resulting thereby as identified above in accordance with the attached Standard Terms and Conditions. I also acknowledge that I have read, understand, and agree to the Professional Services Terms and Conditions attached hereto and made a part of this agreement.

On Behalf of:

### **ACCEPTANCE AND AUTHORIZATION TO PROCEED**

**Pursuant to Florida Statutes Chapter 558.0035 an individual employee or agent may not be held individually liable for damages resulting from negligence.**

If this proposal is acceptable, please provide your authorization below.

### **Client Authorization:**

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Title

Accepted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Attached: Professional Terms and Conditions

Crosscreek Environmental Inc.

Estimate

111 61st Street East  
Palmetto, FL 34221

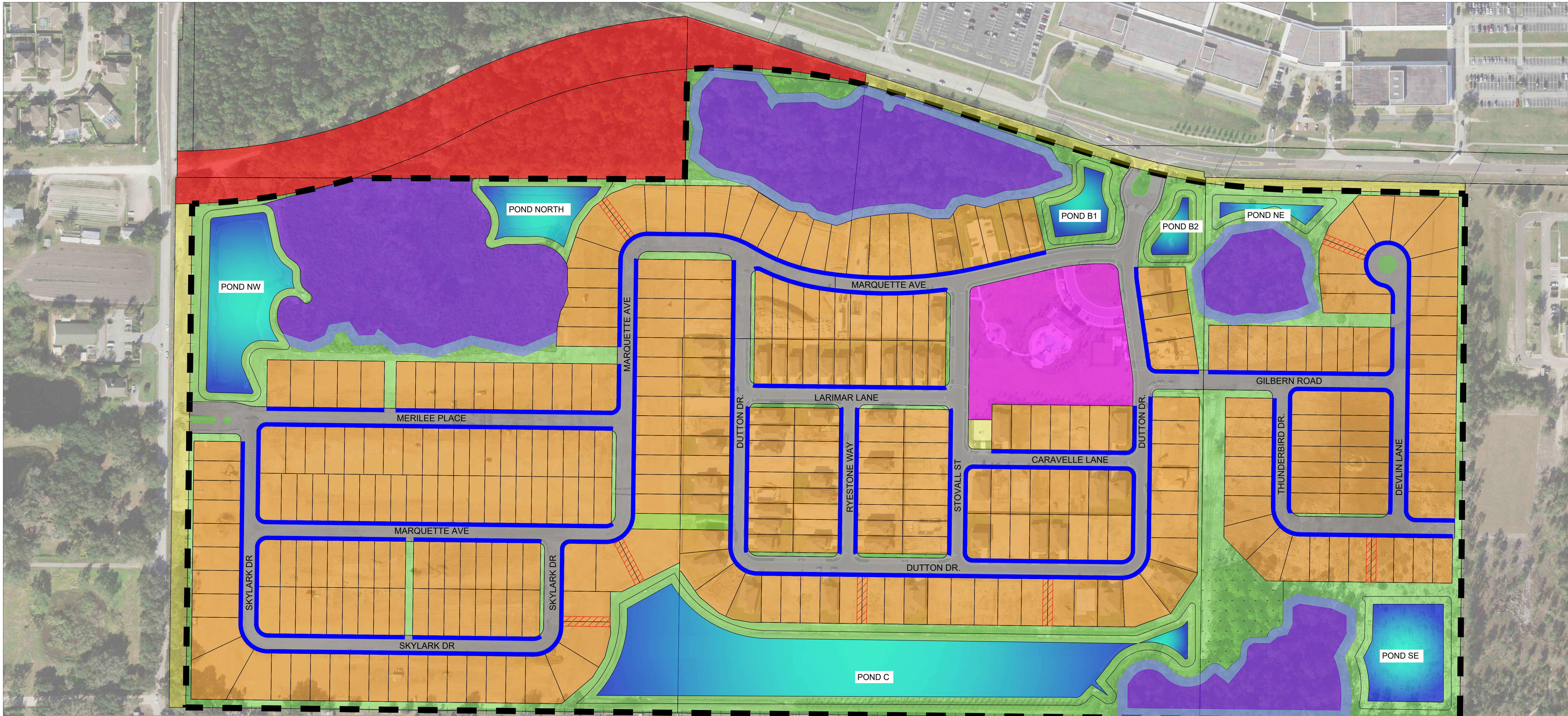
Date	Estimate #
3/2/2023	9916

Name / Address
Westbridge CDD c/o BDi Engineering 536 4th Ave S, Unit 4 St Pete, FL 33701 Attn: Jerry Whited

Description	Qty	Rate	Total
<p>Pond B2</p> <p>Restoration &amp; Stabilization of shoreline per quote request. All impacted areas to be return to original condition.</p> <p>30% deposit due prior to commencement of work. Amount to be deducted from final invoice.</p> <p>**It will be the Owners responsibility to keep sod watered once Contract Work has been completed.</p>	1	5,980.00	5,980.00
Please sign and return if accepted		<b>Total</b>	<b>\$5,980.00</b>

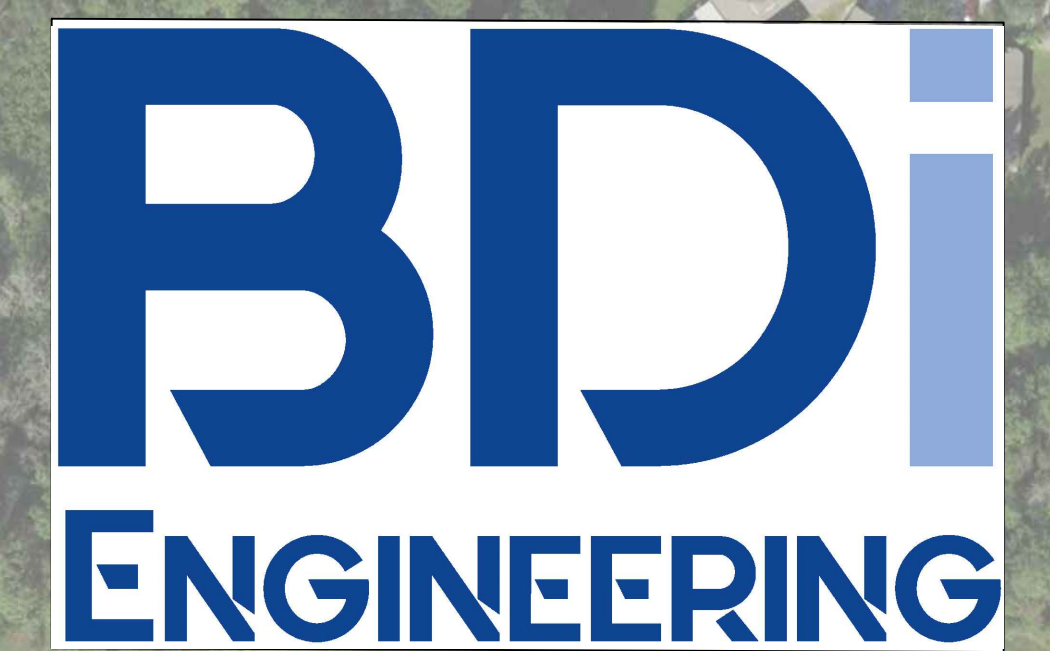
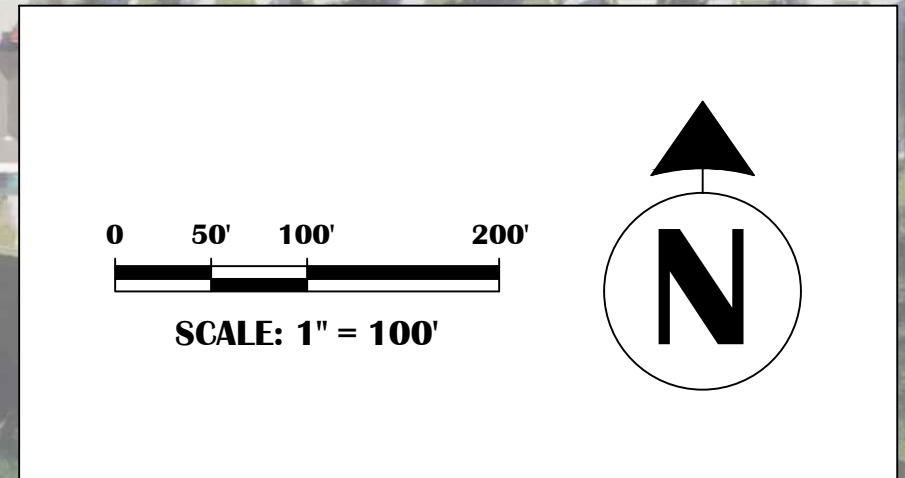
## **Tab 2**





**LEGEND**

- CDD OWNED/CDD MAINTAINED
- CDD OWNED/NOT MAINTAINED
- CDD MAINTAINED PONDS
- CDD OWNED/WETLAND CONSERVATION
- 25' CONSERVATION BUFFER
- HOA OWNED/HOA MAINTAINED
- COUNTY OWNED
- COUNTY OWNED/CDD MAINTAINED
- DRAINAGE EASEMENTS
- PRIVATE RESIDENTIAL
- CDD OWNED/HOMEOWNER MAINTAINED
- ROADWAYS CDD OWNED/CDD MAINTAINED



FEB 2023

**WESBRIDGE COMMUNITY DEVELOPMENT DISTRICT OWNERSHIP & MAINTENANCE MAP**



## **Tab 3**



Rizzetta & Company

**UPCOMING DATES TO REMEMBER**

- **Next Meeting:** May 8, 2023 at 6:00pm
- **FY 2021-2022 Audit Completion Deadline:** June 30, 2023

**District  
Manager's  
Report**

April 10

**2023**

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<u><b>FINANCIAL SUMMARY</b></u>		<u><b>2/28/2023</b></u>
General Fund Cash & Investment Balance:		\$182,085
Reserve Fund Cash & Investment Balance:		\$46,097
Debt Service Fund & Investment Balance:		<u>\$592,730</u>
<b>Total Cash and Investment Balances:</b>		<b>\$820,912</b>
<b>General Fund Expense Variance:</b>	<b>\$7,957</b>	<b>Over Budget</b>



Rizzetta & Company

# **Wesbridge Community Development District**

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**Financial Statements  
(Unaudited)**

**February 28, 2023**

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

**Wesbridgecdd.org**  
[rizzetta.com](http://rizzetta.com)

**Wesbridge Community Development District**

Balance Sheet

As of 02/28/2023

(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	179,082	8,560	381,784	0	569,426	0	0
Investments	3,003	37,537	210,946	35	251,521	0	0
Accounts Receivable	5,015	0	6,599	0	11,614	0	0
Refundable Deposits	162,751	0	0	0	162,752	0	0
Fixed Assets	0	0	0	0	0	3,624,279	0
Amount Available in Debt Service	0	0	0	0	0	0	599,329
Amount To Be Provided Debt Service	0	0	0	0	0	0	5,605,671
<b>Total Assets</b>	<b>349,851</b>	<b>46,097</b>	<b>599,329</b>	<b>35</b>	<b>995,313</b>	<b>3,624,279</b>	<b>6,205,000</b>
<b>Liabilities</b>							
Accounts Payable	498	0	0	0	498	0	0
Accrued Expenses	8,550	0	0	0	8,550	0	0
Due To Other	55,435	0	0	0	55,435	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	6,205,000
Deposits Payable	159,609	0	0	0	159,609	0	0
<b>Total Liabilities</b>	<b>224,092</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>224,092</b>	<b>0</b>	<b>6,205,000</b>
<b>Fund Equity &amp; Other Credits</b>							
Beginning Fund Balance	(21,163)	37,329	468,534	31	484,730	0	0
Investment In General Fixed Assets	0	0	0	0	0	3,624,279	0
Net Change in Fund Balance	146,923	8,768	130,795	4	286,491	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>125,760</b>	<b>46,097</b>	<b>599,329</b>	<b>35</b>	<b>771,221</b>	<b>3,624,279</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>349,851</b>	<b>46,097</b>	<b>599,329</b>	<b>35</b>	<b>995,313</b>	<b>3,624,279</b>	<b>6,205,000</b>

See Notes to Unaudited Financial Statements



**Wesbridge Community Development District**

## Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	02/28/2023	02/28/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	2	(2)
Special Assessments				
Tax Roll	283,592	283,592	283,675	(83)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	170	(170)
<b>Total Revenues</b>	<b>283,592</b>	<b>283,592</b>	<b>283,847</b>	<b>(255)</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	12,000	5,000	4,800	200
<b>Total Legislative</b>	<b>12,000</b>	<b>5,000</b>	<b>4,800</b>	<b>200</b>
Financial & Administrative				
Administrative Services	4,917	2,049	2,049	0
District Management	21,962	9,151	9,151	0
District Engineer	8,000	3,333	5,740	(2,406)
Disclosure Report	5,000	5,000	5,000	0
Trustees Fees	5,000	2,083	0	2,083
Assessment Roll	5,304	5,304	5,304	0
Financial & Revenue Collections	3,933	1,639	1,639	0
Tax Collector/Property Appraiser Fees	150	0	0	0
Accounting Services	19,667	8,195	8,194	0
Auditing Services	5,000	0	0	0
Arbitrage Rebate Calculation	500	208	0	208
Public Officials Liability Insurance	2,977	2,977	2,667	310
Legal Advertising	5,000	2,083	635	1,449
Dues, Licenses & Fees	175	73	175	(102)
Website Hosting, Maintenance, Backup & Email	1,200	500	2,412	(1,912)
ADA Website Compliance	1,600	1,600	0	1,600
<b>Total Financial &amp; Administrative</b>	<b>90,385</b>	<b>44,195</b>	<b>42,966</b>	<b>1,230</b>
Legal Counsel				
District Counsel	9,000	3,750	5,163	(1,413)
<b>Total Legal Counsel</b>	<b>9,000</b>	<b>3,750</b>	<b>5,163</b>	<b>(1,413)</b>
Electric Utility Services				
Utility Services	8,500	3,542	4,012	(470)
Utility - Street Lights	45,000	18,750	18,655	94

See Notes to Unaudited Financial Statements

**Wesbridge Community Development District**

## Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	02/28/2023	02/28/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Electric Utility Services	53,500	22,292	22,667	(376)
Water-Sewer Combination Services				
Utility Services	7,000	2,917	4,009	(1,092)
Total Water-Sewer Combination Services	7,000	2,917	4,009	(1,092)
Stormwater Control				
Aquatic Maintenance	5,500	2,291	2,100	192
Total Stormwater Control	5,500	2,291	2,100	192
Other Physical Environment				
Property Insurance	3,821	3,821	3,502	319
General Liability Insurance	3,638	3,638	3,259	379
Landscape Maintenance	60,000	25,000	25,000	0
Irrigation Maintenance & Repair	4,500	1,875	345	1,530
Landscape Replacement Plants, Shrubs, Trees	4,300	1,792	0	1,792
Landscape Inspection Services	0	0	3,000	(3,000)
Landscape - Annuals/Flowers	2,700	1,125	2,916	(1,791)
Holiday Decorations	2,000	2,000	0	2,000
Landscape - Mulch	6,500	2,708	0	2,708
Gate Cameras	1,008	420	524	(104)
Total Other Physical Environment	88,467	42,379	38,546	3,833
Parks & Recreation				
Telephone, Internet, Cable	3,240	1,350	1,100	251
Gate Maintenance & Repair	5,000	2,084	15,380	(13,297)
Pressure Washing	2,000	833	0	833
Fountain Service Repair & Maintenance	2,000	834	815	18
Total Parks & Recreation	12,240	5,101	17,295	(12,195)
Contingency				
Miscellaneous Contingency	5,500	2,291	628	1,664
Total Contingency	5,500	2,291	628	1,664
Total Expenditures	283,592	130,216	138,174	(7,957)
Total Excess of Revenues Over(Under) Expenditures	0	153,376	145,673	7,703
Total Other Financing Sources(Uses)				
Prior Year AP Credit				
Prior Year A/P Credits	0	0	1,250	(1,250)
Total Other Financing Sources(Uses)	0	0	1,250	(1,250)

See Notes to Unaudited Financial Statements

282 General Fund

**Wesbridge Community Development District**

Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending 09/30/2023 <u>Annual Budget</u>	Through 02/28/2023 <u>YTD Budget</u>	Year To Date 02/28/2023 <u>YTD Actual</u>	<u>YTD Variance</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>(21,163)</u>	<u>21,163</u>
Total Fund Balance, End of Period	<u>0</u>	<u>153,376</u>	<u>125,760</u>	<u>27,616</u>

See Notes to Unaudited Financial Statements

**Wesbridge Community Development District**

## Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 02/28/2023	Year To Date 02/28/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	208	(208)
Special Assessments				
Tax Roll	11,460	11,460	11,460	0
<b>Total Revenues</b>	<u>11,460</u>	<u>11,460</u>	<u>11,668</u>	<u>(208)</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	11,460	11,460	2,900	8,560
Total Contingency	11,460	11,460	2,900	8,560
<b>Total Expenditures</b>	<u>11,460</u>	<u>11,460</u>	<u>2,900</u>	<u>8,560</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>8,768</u>	<u>(8,768)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>37,329</u>	<u>(37,329)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>46,097</u>	<u>(46,097)</u>

**Wesbridge Community Development District**

## Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 02/28/2023	Year To Date 02/28/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	7	(7)
Special Assessments				
Tax Roll	388,326	388,326	388,383	(58)
<b>Total Revenues</b>	<b>388,326</b>	<b>388,326</b>	<b>388,390</b>	<b>(65)</b>
<b>Expenditures</b>				
Debt Service				
Interest	253,326	253,326	127,590	125,735
Principal	135,000	135,000	130,000	5,000
<b>Total Debt Service</b>	<b>388,326</b>	<b>388,326</b>	<b>257,590</b>	<b>130,735</b>
<b>Total Expenditures</b>	<b>388,326</b>	<b>388,326</b>	<b>257,590</b>	<b>130,735</b>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<b>0</b>	<b>0</b>	<b>130,800</b>	<b>(130,800)</b>
<b>Total Other Financing Sources(Uses)</b>				
Interfund Transfer (Expense)				
Interfund Transfer	0	0	(4)	4
<b>Total Other Financing Sources(Uses)</b>	<b>0</b>	<b>0</b>	<b>(4)</b>	<b>4</b>
<b>Fund Balance, Beginning of Period</b>	<b>0</b>	<b>0</b>	<b>468,533</b>	<b>(468,533)</b>
<b>Total Fund Balance, End of Period</b>	<b>0</b>	<b>0</b>	<b>599,329</b>	<b>(599,329)</b>

**Wesbridge Community Development District**

Statement of Revenues and Expenditures

As of 02/28/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 02/28/2023	Year To Date 02/28/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	4	(4)
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>4</u>	<u>(4)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>31</u>	<u>(31)</u>
Total Fund Balance, End of Period	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>35</u></u>	<u><u>(35)</u></u>

**Wesbridge CDD**  
**Investment Summary**  
**February 28, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>February 28, 2023</u>
The Bank of Tampa	Money Market Account	\$ 3,003
	<b>Total General Fund Investments</b>	<b>\$ 3,003</b>
The Bank of Tampa ICS Capital Reserve Nex Bank	Money Market Account	\$ 37,537
	<b>Total Reserve Fund Investments</b>	<b>\$ 37,537</b>
US Bank Series 2019 Revenue	US Bank Money Market 5 - Ct	\$ 16,783
US Bank Series 2019 Reserve	US Bank Money Market 5 - Ct	194,163
	<b>Total Debt Service Fund Investments</b>	<b>\$ 210,946</b>
US Bank Series 2019 Construction	US Bank Money Market 5 - Ct	\$ 35
	<b>Total Capital Project Fund Investments</b>	<b>\$ 35</b>

**Wesbridge Community Development District  
Summary A/R Ledger  
From 02/01/2023 to 02/28/2023**

Fund ID	Fund Name	Customer name	Document num- ber	Date created	Balance Due	AR Account
<b>282, 2334</b>						
282-001	282 General Fund	Pasco County Tax Collector	AR00000330	10/01/2022	5,015.13	12110
<b>Sum for 282, 2334</b>					<b>5,015.13</b>	
<b>282, 2336</b>						
282-200	282 Debt Service Fund S2019	Pasco County Tax Collector	AR00000330	10/01/2022	6,599.71	12110
<b>Sum for 282, 2336</b>					<b>6,599.71</b>	
<b>Sum for 282</b>					<b>11,614.84</b>	
<b>Sum Total</b>					<b>11,614.84</b>	

See Notes to Unaudited Financial Statements





**Wesbridge Community Development District**  
**Notes to Unaudited Financial Statements**  
**February 28, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 02/28/2023.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

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

4. 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.

**Summary A/R Ledger – Subsequent Collections**

5. General Fund – Payment for Invoice FY22-23 in the amount of \$736.62 was received in March 2023.
6. Debt Service Fund – Payment for Invoice FY22-23 in the amount of \$969.36 was received in March 2023.

## **Tab 4**

**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.

**WESBRIDGE COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Wesbridge Community Development District was held on **Monday, February 13, 2023 at 6:00 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

Raymond Brun	<b>Chairman</b>
Eladio Izquierdo	<b>Vice Chairman</b>
Leslie Green	<b>Assistant Secretary</b>
Austin Story	<b>Assistant Secretary</b>
Bob Schnaydman	<b>Assistant Secretary</b>

Also present:

Lynn Hayes	<b>District Manager, Rizzetta &amp; Co.</b>
Scott Steady	<b>DC, Burr Forman (via conference call)</b>
Stephen Brletic	<b>DE; BDI Engineering</b>
Greg Funk	<b>Assistant Manager; Sunrise Landscape</b>
Jason Liggett	<b>Landscape Inspection Manager, Rizzetta &amp; Co.</b>

Audience Present

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Hayes called the meeting to order and performed a roll call confirming a quorum for the meeting.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments presented at this time.

**THIRD ORDER OF BUSINESS**

**Discussion of FY 2023-2024 Budget**

The Board held a brief discussion regarding the FY 2023-2024 Budget. Mr. Hayes answered Board questions. The Board would like to table this discussion to the March 13, 2023 meeting.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Aquatics Report**

Mr. Remson was not present, and the Board received his report under separate cover. There were no questions at this time.

**B. Landscape Inspection Report**

Mr. Liggett presented his Landscape Inspection Services Report.

Mr. Liggett let Sunrise Landscape know that the District is going out to bid for landscaping. Mr. Liggett met with Mr. Greg Funk and Mr. Jay Grimaldi to discuss all items from his report that need to be addressed. The Board does not want to include Sunrise on the RFP invite.

There was a brief discussion regarding residents dumping mattresses and other items outside of the dumpster. Mr. Liggett asked Sunrise to pick these items up.

**C. District Counsel**

Mr. Steady presented his report to the Board.

The Board held a discussion regarding the towing policy which was approved at the last meeting. There have been several email blasts and letters sent to residents notifying them of the new policy. This towing policy will go into effect on March 1, 2023

**D. District Engineer**

Mr. Brletic was present and available for Board questions.

The Board reviewed the landscaping map that was provided by Mr. Brletic and his team for the RFP process. Mr. Liggett will send out the RFP on February 20, 2023.

Mr. Brun stated that the Board would like a stop sign/crosswalk installed at Marilee and Skylark due to blind spots. Mr. Brletic will get with Mr. Steady to discuss their options. He will also do some research to see if a traffic enforcement agreement has already been put in place.

Mr. Liggett asked Mr. Brletic about the pond erosion issues at B2 and would like him to inspect the area. Mr. Brletic went over different erosion repair options with the Board and will provide the scope for erosion repair and aquatic plants at the next meeting.

**E. District Manager**

The Board received the District Manager Report from Mr. Hayes. Mr. Hayes reminded the Board of their next regularly scheduled meeting for Monday, March 13, 2023 at 6:00p.m.

97 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Regular Meeting held  
on January 19, 2023**

98  
99  
100

On a motion from Mr. Brun, seconded by Mr. Green, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Regular Meeting held on January 19, 2023 for Wesbridge Community Development District.

101  
102 **SIXTH ORDER OF BUSINESS**

**Ratification of Operation &  
Maintenance Expenditures for  
December 2022**

103  
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105

On a motion from Mr. Brun, seconded by Mr. Schnaydman, with all in favor, the Board of Supervisors ratified the O&M Expenditures for December 2022 in the amount of \$28,823.79 for Wesbridge Community Development District.

106  
107 **SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

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109  
110  
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During the Supervisor's request, Mr. Schnaydman asked that Mr. Adams get with the District Counsel/HOA/ARC/ACC and discuss fending on CDD easements.

112 Mr. Green voiced his concerns about kids at the pool.

113

114 **EIGHTH ORDER OF BUSINESS**

**Adjournment**

115

On a motion from Mr. Green, seconded by Mr. Izquierdo, with all in favor, the Board of Supervisors agreed to adjourn the meeting at 7:11 p.m. for Wesbridge Community Development District.

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

\_\_\_\_\_  
Chairman/ Vice Chairman

## **Tab 5**

**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.

**WESBRIDGE COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Wesbridge Community Development District was held on **Monday, March 13, 2023 at 6:00 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

Raymond Brun	<b>Chairman</b>
Eladio Izquierdo	<b>Vice Chairman (via conference call)</b>
Leslie Green	<b>Assistant Secretary</b>
Austin Story	<b>Assistant Secretary (via conference call)</b>
Bob Schnaydman	<b>Assistant Secretary (via conference call)</b>

Also present:

Daryl Adams	<b>District Manager, Rizzetta &amp; Co.</b>
Scott Steady	<b>DC, Burr Forman (via conference call)</b>
Stephen Brletic	<b>DE; BDI Engineering (via conference call)</b>
William Leavens	<b>Landscape Maintenance Professionals</b>
Jason Liggett	<b>Landscape Inspection Manager, Rizzetta &amp; Co.</b>

Audience **Not Present**

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Adams called the meeting to order and performed a roll call confirming a quorum for the meeting at approximately 6:02 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No audience members were present.

**THIRD ORDER OF BUSINESS**

**Discussion of FY 2023-2024 Budget**

The Board held a brief discussion regarding the FY 2023-2024. The Board agreed that the increase should be between 4%-5%.



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**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Aquatics Report**

**1. Review of Remson Aquatics Report**

Mr. Remson was not present to report to the Board. The Board asked Mr. Liggett to send a copy of his inspection report to Mr. Remson.

**2. Consideration of Proposal to Fix Erosion Issues**

This proposal was not received and was tabled until the April 10, 2023 meeting.

**3. Consideration of Aquatic Planting Proposal**

This proposal was not received and was tabled until the April 10, 2023 meeting.

**B. Landscape Inspection Report**

Mr. Liggett presented his Landscape Inspection Services Report.

It was noted that there is a sign down that needs to be replanted. Mr. Adams will go on site and take care of this.

There is an area that is getting damaged by residents. Mr. Adams will work with Mr. Steady to get an agreement in place to fix the damaged District property.

Mr. Liggett will provide the Board with the RFP packets that are received. They will be reviewed for consideration at the next regular meeting.

**C. District Counsel**

Mr. Steady presented his report to the Board. The Board requested Mr. Adams send notices to the five residents with fences on the easement.

**D. District Engineer**

Mr. Brletic was present and available for Board questions.

The Board had a brief discussion about wanting a stop sign installed. Mr. Brletic will send Mr. Adams the information for the traffic contact. Mr. Adams will then provide the contact to the HOA and ask them to send the residents a letter informing them.

Mr. Brletic will send Mr. Adams the Pond Erosion proposals to be included in the next meeting agenda.

The Board had a brief discussion about utility covers in need of repairs. Mr. Brletic needs the locations so they can be fixed. Mr. Brun will provide him with the addresses.

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96 The Board had a brief discussion about lighting for the common trail and  
97 streetlights. This can be added to the lighting contract. Mr. Adams will need  
98 to get a lighting agreement.  
99

100 A brief discussion ensued about the crosswalks and speed bumps. The  
101 Board can add crosswalks without needing a permit. Mr. Brletic will get a  
102 proposal for the speed bumps for Merilee Place.  
103

104 **E. District Manager**

105 The Board received the District Manager Report from Mr. Adams. Mr.  
106 Adams reminded the Board of their next regularly scheduled meeting for  
107 Monday, April 10, 2023 at 6:00p.m.  
108

109 The Board had a brief discussion about adding five pet waste stations for the  
110 community.  
111

112 The Board also discussed paving the walking trail around the Boyette Pond  
113 and installing benches. Mr. Brletic will prepare a proposal for this.  
114

115 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Regular Meeting held  
on February 19, 2023**

116  
117  
118  
119 Due to the lack of quorum this was tabled until the April 10, 2023 meeting.  
120  
121

122 **SIXTH ORDER OF BUSINESS**

**Ratification of Operation &  
Maintenance Expenditures for January  
2023**

123  
124  
125  
126 Due to the lack of quorum this was tabled until the April 10, 2023 meeting.  
127  
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129 **SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

130  
131 During the Supervisor's request, it was noted that the Pond at 30423 Marquette Ave  
132 needs to be mowed and weeded. Also, Pond 81 is having erosion issues.  
133

134 **EIGHTH ORDER OF BUSINESS**

**Adjournment**

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137 \*\*\*\*\*This meeting ended at 7:48 p.m.\*\*\*\*\*  
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139

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

\_\_\_\_\_   
Chairman/ Vice Chairman

## **Tab 6**

# Wesbridge Community Development District

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

## Operations and Maintenance Expenditures January 2023 For Board Approval

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

The total items being presented:    **\$36,685.28**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

**Wesbridge Community Development District**  
**Paid Operation & Maintenance Expenditures**  
 January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Architectural Fountains, Inc	100076	12012271QN	Quarterly Lake Fountain Service 10/22	\$ 125.00
Austin John Story	100084	AS011923	Board of Supervisors Meeting 01/19/23	\$ 200.00
Bob Schnaydman	100085	BS011923	Board of Supervisors Meeting 01/19/23	\$ 200.00
Eladio Izquierdo	100078	EI111422	Board of Supervisors Meeting 11/14/22	\$ 200.00
Eladio Izquierdo	100086	EI011923	Board of Supervisors Meeting 01/19/23	\$ 200.00
Leslie J Green	100087	LG011923	Board of Supervisors Meeting 01/19/23	\$ 200.00
Raymond G Brun	100088	RB011923	Board of Supervisors Meeting 01/19/23	\$ 200.00
Burr & Forman, LLP	100074	1359191	Legal Services 11/22	\$ 1,050.00
Fountain Design Group, Inc.	100077	28971A	Quarterly Fountain Cleaning Service 01/23	\$ 345.00

**Wesbridge Community Development District**  
**Paid Operation & Maintenance Expenditures**  
 January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pasco County Utilities	ACH	17706049	6697 Dutton Irrigation Drive 12/22	\$ 609.90
Pasco County Utilities	ACH	17706050	6554 Ryestone Way 12/22	\$ 80.10
Pasco County Utilities	ACH	17706410	30032 Marquette Ave 12/22	\$ 61.28
Pasco County Utilities	ACH	17706411	29966 Marquette Place 12/22	\$ 10.65
Pasco County Utilities	ACH	17706429	6612 Boyette Road 12/22	\$ 142.43
Pasco Sheriff's Office	100080	8158	Off-Duty Patrol 12/16/22	\$ 200.00
Pasco Sheriff's Office	100081	8164	Off-Duty Patrol 12/19/22	\$ 248.00
Rizzetta & Company, Inc.	100073	INV0000074661	District Management Services 01/23	\$ 4,981.59
Rizzetta & Company, Inc.	100079	INV0000074870	Annual Dissemination Services 01/23	\$ 5,000.00

**Wesbridge Community Development District**  
**Paid Operation & Maintenance Expenditures**  
 January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Southern Automated Access Services, LLC	100082	12254	Gate Repair 01/23	\$ 9,528.00
Spectrum	100075	89543002121022	6612 Boyette Road - Internet - 12/22	\$ 99.99
Spectrum	ACH	84983201122222	5678 Dutton Drive - Internet & Phone -	\$ 149.97
Spectrum	ACH	89543002011023	6612 Boyette Road - Internet - 01/23	\$ 99.99
Sunrise Landscape	100083	8755	Annuals 12/22	\$ 2,916.00
Sunrise Landscape	100090	8915	Monthly Landscaping 01/23	\$ 5,000.00
Times Publishing Company	100089	0000264875 01/08/23	Legal Advertising 01/23	\$ 133.50
Withlacoochee River Electric Cooperative, Inc.	ACH	2078246.043	Public Lighting 01/23	\$ 3,784.78
Withlacoochee River Electric Cooperative, Inc.	ACH	2087102.043	5678 Dutton Drive 01/23	\$ 641.09
Withlacoochee River Electric Cooperative, Inc.	ACH	2127372.043	6612 Boyette Road 01/23	\$ <u>278.01</u>
<b>Report Total</b>				<b>\$ <u>36,685.28</u></b>

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# Wesbridge Community Development District

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

## Operations and Maintenance Expenditures February 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$20,362.42**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

Wesbridge Community Development District  
 Paid Operation & Maintenance Expenditures  
 February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Austin John Story	100096	AS021323	Board of Supervisors Meeting 02/13/23	\$ 200.00
Bob Schnaydman	100097	BS021323	Board of Supervisors Meeting 02/13/23	\$ 200.00
Brletic Dvorak, Inc.	100102	1014	Engineering Services 01/23	\$ 290.00
Burr & Forman, LLP	100098	1364352	Legal Services 12/22	\$ 1,087.50
DoorKing, Inc.	ACH	1952436	Gate Services 01/23	\$ 53.95
DoorKing, Inc.	ACH	1954437	Cell System Services 01/23	\$ 53.95
Eladio Izquierdo	100099	EI021323	Board of Supervisors Meeting 02/13/23	\$ 200.00
Johnson Mirmiran & Thompson, Inc.	100094	1-204687	Engineering Services 12/22	\$ 3,700.00
Leslie J Green	100100	LG021323	Board of Supervisors Meeting 02/13/23	\$ 200.00
Pasco County Utilities	100091	17859350	6697 Dutton Irrigation Drive 01/23	\$ 591.00
Pasco County Utilities	100091	17859351	6554 Ryestone Way 01/23	\$ 57.75

Wesbridge Community Development District  
 Paid Operation & Maintenance Expenditures  
 February 1, 2023 Through February 28, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Pasco County Utilities	100091	17859710	30032 Marquette Ave 01/23	\$ 48.75
Pasco County Utilities	100091	17859711	29966 Marquette Place 01/23	\$ 8.25
Pasco County Utilities	100091	17859729	6612 Boyette Road 01/23	\$ 97.50
Raymond G Brun	100101	RB021323	Board of Supervisors Meeting 02/13/23	\$ 200.00
Remson Aquatics LLC	100092	115684	Lake Maintenance 01/23	\$ 395.00
Remson Aquatics LLC	100103	115777	Lake Maintenance 02/23	\$ 395.00
Rizzetta & Company, Inc.	100093	INV0000075296	Management Services 02/23	\$ 4,981.59
Romaner Graphics	100095	21333	Street Sign Repair & Reinstallation 09/22	\$ 180.00
Securiteam, Inc.	100104	12979010923	Service Call 01/23	\$ 2,688.38
Southern Automated Access Services, LLC	100105	12410	Gate Repair 02/23	\$ 105.00
Spectrum	ACH	084983201012223 02/23	5678 Dutton Drive - Internet & Phone - 02/23	\$ 149.97

Wesbridge Community Development District  
Paid Operation & Maintenance Expenditures  
February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Withlacoochee River Electric Cooperative, Inc.	ACH	2078246 02/23	Public Lighting 02/23	\$ 3,734.19
Withlacoochee River Electric Cooperative, Inc.	ACH	2087102 02/23	5678 Dutton Drive 02/23	\$ 517.04
Withlacoochee River Electric Cooperative, Inc.	ACH	2127372 02/23	6612 Boyette Road 02/23	\$ <u>227.60</u>
<b>Report Total</b>				<b>\$ <u>20,362.42</u></b>