

**WEST LAKE
COMMUNITY DEVELOPMENT
DISTRICT**

MAY 14, 2025

AGENDA PACKAGE



2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33067

West Lake Community Development District

Board of Supervisors

Kelly Evans, Chairman
Lori Campagna, Vice Chairman
Brad Gilley, Assistant Secretary
Paulo Beckert, Assistant Secretary
Nancy Symonds, Assistant Secretary

District Staff

Brian Lamb, District Secretary
John Vericker, District Counsel
Chris O'Kelley, P.E., District Engineer

Regular Meeting Agenda

May 14, 2025, at 1:00 p.m.

The Regular Meetings of West Lake Community Development District will be held on **May 14, 2025, at 1:00 p.m. at the offices of Inframark, which are located at 2005 Pan Am Circle Suite 300 Tampa, FL 33607**. For those who intend to call in below is the Teams link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

All cellular phones and pagers must be turned off during the meeting.

REGULAR MEETINGS OF THE BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT ON AGENDA ITEMS

(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)

3. BUSINESS ITEMS

- A. Annual Notice of Qualified Electors
- B. Consideration of Resolution 2025-04; Approving the Proposed Budget

4. CONSENT AGENDA

- A. Approval of Meeting Minutes; April 09, 2025; Audit Committee & Regular Meeting
- B. Consideration of Operation and Maintenance Expenditures for April 2025
- C. Acceptance of the Financials and Approval of the Check Register for April 2025

5. STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager

6. ADJOURNMENT



April 22, 2025

To whom it may concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2025, listed below.

Community Development District	Number of Registered Electors
West Lake CDD	0

We ask that you respond to our office with a current list of CDD office holders by **June 1st** and that you update us throughout the year if there are changes. This will enable us to provide accurate information to potential candidates during filing and qualifying periods.

Please note it is the responsibility of each district to keep our office updated with current district information. If you have any questions, please do not hesitate to contact me at (813) 367-8829 or pthomas@votehillsborough.gov.

Respectfully,

Patricia "Patti" Thomas
Administrative Assistant/Candidate Services



RESOLUTION 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST LAKE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2025/2026; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (**“Board”**) of the West Lake Community Development District (**“District”**) prior to June 15, 2025, a proposed operation and maintenance budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (**“Proposed Budget”**); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WEST LAKE COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:	August 13, 2025
HOOR:	1:00 pm
LOCATION:	Offices of Inframark 2005 Pan Am Circle, Suite 300 Tampa, Florida 33607

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

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

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

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

PASSED AND ADOPTED ON MAY 14, 2025.

Attest:

**West Lake Community
Development District**

Print Name: _____
☐ Secretary/☐ Assistant Secretary

Kelly Evans
Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2025/2026

Westlake

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2026

Prepared by:



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Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL		ANNUAL
	BUDGET FY 2025	THRU 1/31/25	February- 10/1/2025	PROJECTED FY 2025	% +/(-) Budget	BUDGET FY 2026
REVENUES						
Developer Contributions	376,525	35,000	341,525	376,525	0%	355,602
TOTAL REVENUES	\$ 376,525	\$ 35,000	\$ 341,525	\$ 376,525		\$ 355,602
EXPENDITURES						
Financial and Administrative						
Supervisor Fees	10,000	4,800	\$ 5,200	\$ 10,000	0%	12,000.00
Onsite Staff	-	-	-	-	0%	-
District Management	25,000	8,333	16,667	25,000	0%	25,000.00
Field Management	12,000	200	11,800	12,000	0%	12,000.00
Administration	-	-	-	-	0%	-
Recording Secretary	-	-	-	-	0%	-
Construction Accounting	-	-	-	-	0%	-
Financial/Revenue Collections	3,500	-	3,500	3,500	0%	3,500.00
Rental and Leases	-	-	-	-	0%	-
Data Storage	-	-	-	-		-
Accounting Services	6,100	4,000	2,100	6,100	0%	6,100.00
Website Admin Services	1,500	250	1,250	1,500	0%	1,500.00
District Engineer	3,500	-	3,500	3,500	0%	7,500.00
District Counsel	5,000	18,415	36,679	55,094	1002%	20,000.00
Trustees Fees	6,400	-	6,400	6,400	0%	6,400.00
Auditing Services	5,200	-	5,200	5,200	0%	5,200.00
Postage, Phone, Faxes, Copies	150	-	150	150	0%	150.00
Assessment Roll	5,000	-	5,000	5,000	0%	5,000.00
Legal Advertising	1,500	8,882	17,691	26,573	1672%	2,500.00
Bank Fees	200	-	200	200	0%	200.00
Dues, Licenses & Fees	175	200	-	200	14%	350.00
Website ADA Compliance	1,800	3,150	-	3,150	75%	2,000.00
Disclosure Report	3,500	-	3,500	3,500	0%	3,500.00
Accounting/Financial Services	17,500		17,500	17,500	0%	17,500.00
Total Financial and Administrative	\$ 110,625	\$ 48,230	\$ 138,937	\$ 187,167		\$ 130,400
Insurance						
General Liability	\$ 5,000		\$ 5,000	\$ 5,000	0%	5,000
Public Officials Insurance	5,000		5,000	5,000	0%	5,000
Property & Casualty Insurance	25,000		25,000	25,000	0%	30,000
Deductible			-	-	0%	2,500
Total Insurance	\$ 35,000	\$ -	\$ 35,000	\$ 35,000		\$ 42,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL	
	BUDGET	THRU	February-	PROJECTED	% +/(-)	BUDGET
	FY 2025	1/31/25	10/1/2025	FY 2025	Budget	FY 2026
Utility Services						
Electric	\$ -	\$ -	\$ -	\$ -	0%	12,000
Street Lights	-	-	-	-	0%	53,000
Amenity Internet	-	-	-	-	0%	-
Water/Waste	-	-	-	-	0%	-
Gas	-	-	-	-	0%	-
Total Utility Services	\$ -	\$ -	\$ -	\$ -		\$ 65,000
Amenity						
Pool Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial - Contract	-	-	-	-	0%	\$ -
Janitorial - Supplies/Other	-	-	-	-	0%	\$ -
Garbage Dumpster - Rental/Collection	-	-	-	-	0%	\$ -
Amenity Pest Control	-	-	-	-	0%	\$ -
Amenity R&M	-	-	-	-	0%	\$ -
Amenity Camera R&M	-	-	-	-	0%	\$ -
Facilty AC	-	-	-	-	0%	\$ -
Dog Waste Station	-	-	-	-	0%	\$ -
Playground Maintenance	-	-	-	-	0%	\$ -
Access Control R&M	-	-	-	-	0%	\$ -
Entrance Monuments, Gates, Walls R&M	-	-	-	-	0%	\$ -
Sidewalk, Pavement, Signage R&M	-	-	-	-	0%	\$ -
Pool Maintenance - Contract	-	-	-	-	0%	\$ -
Pool Treatments & Other R&M	-	-	-	-	0%	\$ -
Security Monitoring Services	-	-	-	-	0%	\$ -
Miscellaneous Expenses					0%	\$ -
Special Events					0%	\$ -
Holiday Decorations	-	-	-	-	0%	\$ -
Total Amenity	\$ -	\$ -	\$ -	\$ -		\$ -
Landscape and Pond Maintenance						
Landscape Maintenance - Contract			\$ -	\$ -	0%	80,000
Landscaping - R&M			-	-	0%	5,000
Landscaping - Mulch			-	-	0%	2,000
Landscaping - Annuals			-	-	0%	-
Landscaping - Plant Replacement Program			-	-	0%	5,000
Irrigation Maintenance			-	-	0%	5,000
Aquatics - Contract			-	-	0%	8,202
R&M Well			-	-	0%	2,500
Waterway Management Program			-	-	0%	-
Debris Cleanup			-	-	0%	-
Wildlife Control			-	-	0%	-
Total Landscape and Pond Maintenance	\$ -	\$ -	\$ -	\$ -		\$ 117,702
Contingency						
Contingency Fund			-	-	0%	-
Total Contingency	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL EXPENDITURES	\$ 145,625	\$ 48,230	\$ 173,937	\$ 222,167		\$ 355,602

Assessment Summary
Fiscal Year 2026 vs. Fiscal Year 2025

ASSESSMENT ALLOCATION

Fiscal Year 2025 Assessments						
Product	Units	O&M Assessment				
		FY 2026	FY 2025	Dollar Change	Percent Change	
Townhome	98	\$ 888.72	\$ 105.72	\$ 783.00	741%	
Single Family 40'	127	\$ 1,184.96	\$ 140.96	\$ 1,044.00	741%	
Single Family 50'	95	\$ 1,481.21	\$ 176.19	\$ 1,305.02	741%	
	320					

Series 2021 Bonds
Fiscal Year 2025 Budget

REVENUES		
CDD Debt Service Assessments	\$	572,524
TOTAL REVENUES	\$	572,524
EXPENDITURES		
Series 2021 May Bond Interest Payment	\$	168,762
Series 2021 November Bond Principal Payment	\$	235,000
Series 2021 November Bond Interest Payment	\$	168,762
TOTAL EXPENDITURES	\$	572,524
EXCESS OF REVENUES OVER EXPENDITURES	\$	-
ANALYSIS OF BONDS OUTSTANDING		
Bonds Outstanding - Period Ending 11/1/2024	\$	9,690,000
Principal Payment Applied Toward Series 2021 Bonds	\$	235,000
Bonds Outstanding - Period Ending 11/1/2025	\$	9,455,000

Exhibit "A"
Allocation of Fund Balances

FISCAL YEAR 2025 RESERVE FUND ANALYSIS

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2024	\$ 230,900
Less: Forecasted Surplus/(Deficit) as of 9/30/2025	154,358

Estimated Funds Available - 9/30/2025	385,258
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FISCAL YEAR 2026 RESERVE FUND ANALYSIS

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2025	\$ 385,258
Less: First Quarter Operating Reserve	(88,901) ⁽¹⁾
Less: Designated Reserves for Capital Projects	
Less: Forecasted Surplus/(Deficit) as of 9/30/2026	-

Estimated Remaining Undesignated Cash as of 9/30/2026	296,357
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Notes

(1) Represents approximately 3 months of operating expenditures

West lake
Manager's Dashboard
Fiscal Year 2025/2026 Financial Performance

	Current	Upcoming
Budget Data:		
Fiscal Year:	2025	2026
Period Commencement Date:	10/1/2024	10/1/2025
Period End Date:	10/1/2025	9/30/2026
Budget Phase:	Adopted	Preliminary Budget
Last Actuals Update:	1/31/2025	
% of Current FY, Actuals Reported:	33.42%	

FISCAL YEAR 2025 OPERATING BUDGET:

Year to Date Performance (Budget vs Actuals):			Forecasted Performance, Fiscal Year End (Budget vs Actuals):		
Total GF Budget Through January 31, 2025:	\$	48,675	Fy24 Adopted budget Expenditures	Total GF Budget Through October 01, 2025:	\$ 145,625
Total GF Actuals Through January 31, 2025:	\$	-	Actual projected through expenditures	Total GF Forecast Through October 01, 2025:	\$ 222,167
\$ Over/(Under) Budget:	\$	(48,675)		\$ Over/(Under) Budget:	\$ 76,542
% Over/(Under) Budget:		-100.00%		% Over/(Under) Budget:	52.56%

FISCAL YEAR 2026 OPERATING BUDGET:

Year/Year Budget Statistics:				Fund Balances:	
Total Fiscal Year 2025 Budget:	Total Fy 2024 Expenditures	\$	145,625	FISCAL YEAR 2025	
Total Fiscal Year 2026 Budget:	Total Fy 2025 Expenditures	\$	355,602	October 1, 2024 Fund Balance:	\$ 230,900
Year/Year Budget Increase/(Decrease) - \$:		\$	209,977	Less: Forecasted Surplus/(Deficit) as of 9/30/2025	154,358
Year/Year Budget Increase/(Decrease) - %:			144.19%	September 30, 2025 Remaining Unassigned Fund Balance:	\$ 385,258
Tax Levy/Direct Bill Collection Rates:				FISCAL YEAR 2026	
Tax Levy Assessments:				October 1, 2025 Projected Fund Balance:	\$ 385,258
Tax Levy Budget	Fy 2024 Special Assmnts- Tax Collector	\$	376,525	Less: First Quarter Operating Reserve	(88,901)
Tax Levy Collections	Actual thru Special Assmnts- Tax Collector	\$	-	Less: Designated Reserves for Capital Projects	-
Tax Levy Collection Rate			0%	Less: Forecasted Surplus/(Deficit) as of 9/30/2026	-
Direct Bill Assessments:				September 30, 2026 Remaining Unassigned Fund Balance:	\$ 296,357
Direct-Bill Budget		\$	-		
Direct-Bill Collections		\$	-		
Direct Bill Collection Rate:			0%		

**MINUTES OF MEETING
WEST LAKE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of West Lake Community Development District was held on Wednesday, April 9, 2025, and called to order at 1:02 p.m. at the Offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607.

Present and constituting a quorum were:

Kelly Evans	Chairperson
Lori Campagna	Vice Chairperson
Brad Gilley	Assistant Secretary
Nancy Symonds	Assistant Secretary
Paulo Beckert	Assistant Secretary

Also present were:

Brian Lamb	District Manager
Mark Vega	District Manager
Michael Perez	District Manager
Kathryn Hopkinson	District Counsel

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Lamb called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items

There being none, the next order of business followed.

THIRD ORDER OF BUSINESS

Business Items

A. Ratification of TECO Bright Choices Outdoor Lighting Agreement

Mr. Lamb discussed the *TECO* Bright Choice Outdoor Lighting Agreement and that the amount reflects \$0.00 but needs to be adjusted.

On MOTION by Ms. Evans seconded by Mr. Beckert, with all in favor, <i>TECO</i> Bright Choices Outdoor Lighting Agreement, was ratified. 5-0
--

- Ms. Hopkinson to add the Anti-Human Trafficking addendum.
- Mr. Lamb had Ms. Hopkinson advise on the new registering ordinance.

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Approval of Meeting Minutes March 12, 2025 Audit & Committee Regular Meeting**
- B. Consideration of Operation and Maintenance Expenditures for March 2025**
- C. Acceptance of the Financials and Approval of the Check Register for March 2025**

- Mr. Gilley mentioned Mr. Beckert was not noted as present and needs to be added for quorum.

On MOTION by Mr. Gilley seconded by Ms. Evans, with all in favor, the Consent Agenda including the revision to the minutes summary of March 12, 2025 adding Paulo Beckert also present and constituting a quorum, was approved. 5-0

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
- B. District Engineer
- C. District Manager

There being no further reports, the next order of business followed.

Additional Comments:

- Mr. Lamb discussed interest rates.
- Ms. Symonds provided a landscaping map, indicating an acceptance walk is needed with a date to be determined. Also that phase 1 water is coming.
- Ms. Evans stated to get the website ready, and the budget meeting in May.

SIXTH ORDER OF BUSINESS

Adjournment

There being nothing further,

On MOTION by Ms. Evans seconded by Mr. Beckert, with all in favor, meeting adjourned at 1:17 p.m. 5-0

Brian Lamb/Michael Perez
District Manager

Kelly Evans
Chairperson

West Lake CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
Variable Contract					
STRALEY ROBIN VERICKER	4/8/2025	26333	\$2,360.50	\$2,360.50	DISTRICT counsel March 2025
Variable Contract Subtotal			\$2,360.50	\$2,360.50	
Regular Services					
BRADLEY GILLEY	4/9/2025	BG 040925	\$200.00	\$200.00	BOARD 4/9/25
INFRAMARK	4/1/2025	147166	\$2,083.33		DISTRICT MANAGEMENT
INFRAMARK	4/1/2025	147166	\$1,000.00		ACCOUNTING SERVICES
INFRAMARK	4/1/2025	147166	\$125.00	\$3,208.33	WEBSITE MAINTENANCE/ADMIN
KELLY ANN EVANS	4/9/2025	KE 040925	\$200.00	\$200.00	BOARD 4/9/25
LORI A. CAMPAGNA	4/9/2025	LC 040925	\$200.00	\$200.00	BOARD 4/9/25
NANCY SYMONDS	4/9/2025	NS 040925	\$200.00	\$200.00	BOARD 4/9/25
PAULO BECKERT	4/9/2025	PB 040925	\$200.00	\$200.00	BOARD 4/9/25
SITEX AQUATICS, LLC	4/1/2025	9912-B	\$684.00	\$684.00	AQUATIC MAINTENANCE April 2025
Regular Services Subtotal			\$4,892.33	\$4,892.33	
Additional Services					
INFRAMARK	4/21/2025	147980	\$1,264.00	\$1,264.00	legal advertising
Additional Services Subtotal			\$1,264.00	\$1,264.00	
TOTAL			\$8,516.83	\$8,516.83	

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

West Lake CDD
C/O Inframark
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

April 08, 2025

Client: 001632

Matter: 000001

Invoice #: 26333

Page: 1

RE: General

For Professional Services Rendered Through March 31, 2025

SERVICES

Date	Person	Description of Services	Hours	Amount
3/11/2025	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.4	\$162.00
3/12/2025	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	1.5	\$607.50
3/12/2025	KCH	PREPARE FOR AND ATTEND BOS MEETING IN PERSON; PREPARE SERVICES AGREEMENT FOR SITEX AQUATICS; PREPARE RIDER NO. 1 FOR BERGER ENGAGEMENT LETTER FOR AUDITING SERVICES.	1.9	\$636.50
3/13/2025	KCH	PREPARE DRAFT SERVICES AGREEMENT FOR STEADFAST LANDSCAPE MAINTENANCE BY PHASE; EMAILS WITH F.WYATT OF STEADFAST AND DISTRICT MANAGER M.PEREZ REGARDING THE PHASING ASPECT OF THE AGREEMENT AND REVIEW OF SAME PERCENTAGES WITH M.PEREZ.	0.7	\$234.50
3/15/2025	KCH	REVIEW UPDATED LETTER OF ENGAGEMENT FROM BERGER.	0.2	\$67.00
3/17/2025	KCH	REVISE RIDER NO.1 TO BERGER ENGAGEMENT LETTER WITH UPDATED/REVISED ENGAGEMENT LETTER HAVING TO DO WITH AUDIT YEARS; EMAILS WITH S.WITHAM AND M.PEREZ REGARDING SAME; REVIEW UPDATED PROPOSAL WITH PERCENTAGE WORDING; MAKES NECESSARY EDITS TO STEADFAST SERVICES AGREEMENT FOR SAME; EMAILS WITH DISTRICT MANAGER M.PEREZ REGARDING SAME; FINAL EDITS TO AQUATICS AGREEMENT WITH SITEX.	1.1	\$368.50
3/31/2025	LC	REVIEW MEETING INFORMATION FOR APPROVING BUDGET FOR FISCAL YEAR 2025-2026; PREPARE DRAFT RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING.	1.0	\$195.00

SERVICES

Date	Person	Description of Services	Hours	Amount
Total Professional Services			6.8	\$2,271.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
3/4/2025	XPRESS DELIVERIES, LLC- Courier Service- Courier Service	\$89.50
Total Disbursements		\$89.50

Total Services	\$2,271.00
Total Disbursements	\$89.50
Total Current Charges	\$2,360.50
Previous Balance	\$17,686.12
Less Payments	(\$6,399.90)
PAY THIS AMOUNT	\$13,646.72

Please Include Invoice Number on all Correspondence

Outstanding Invoices

Invoice Number	Invoice Date	Services	Disbursements	Interest	Tax	Total
25560	November 15, 2024	\$3,759.50	\$163.95	\$0.00	\$0.00	\$6,283.95
25730	December 11, 2024	\$2,275.50	\$1,804.40	\$0.00	\$0.00	\$6,440.40
25810	January 09, 2025	\$703.50	\$0.00	\$0.00	\$0.00	\$3,064.00
25972	February 05, 2025	\$1,994.00	\$176.37	\$0.00	\$0.00	\$4,530.87
26189	March 12, 2025	\$402.00	\$7.00	\$0.00	\$0.00	\$2,769.50
Total Remaining Balance Due						\$13,646.72

AGED ACCOUNTS RECEIVABLE

0-30 Days	31-60 Days	61-90 Days	Over 90 Days
\$2,769.50	\$0.00	\$2,873.87	\$8,003.35

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: West Lake CDD

Board Meeting Date: April 9, 2025

	Name	In Attendance Please X	Paid
1	Kelly Evans	X	\$200.00
2	Lori Campagna	X	\$200.00
3	Nancy Symonds	X	\$200.00
4	Brad Gilley	X	\$200.00
5	Paulo Beckert	X	\$200.00

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Michael Perez
District Manager Signature

4/14/2025
Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE ****



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

BILL TO

West Lake Community Development
District
2005 Pan Am Circle Suite 300
Tampa FL 33607
United States

INVOICE#

147166

CUSTOMER ID

C5143

PO#

DATE

4/1/2025

NET TERMS

Net 30

DUE DATE

5/1/2025

INVOICE

Services provided for the Month of: April 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
District Management	1	Ea	2,083.33		2,083.33
Accounting Services	1	Ea	1,000.00		1,000.00
Website Maintenance / Admin	1	Ea	125.00		125.00
Subtotal					3,208.33

Subtotal	\$3,208.33
Tax	\$0.00
Total Due	\$3,208.33

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: West Lake CDD

Board Meeting Date: April 9, 2025

	Name	In Attendance Please X	Paid
1	Kelly Evans	X	\$200.00
2	Lori Campagna	X	\$200.00
3	Nancy Symonds	X	\$200.00
4	Brad Gilley	X	\$200.00
5	Paulo Beckert	X	\$200.00

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Michael Perez
District Manager Signature

4/14/2025
Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE ****

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: West Lake CDD

Board Meeting Date: April 9, 2025

	Name	In Attendance Please X	Paid
1	Kelly Evans	X	\$200.00
2	Lori Campagna	X	\$200.00
3	Nancy Symonds	X	\$200.00
4	Brad Gilley	X	\$200.00
5	Paulo Beckert	X	\$200.00

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Michael Perez
District Manager Signature

4/14/2025
Date

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Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: West Lake CDD

Board Meeting Date: April 9, 2025

	Name	In Attendance Please X	Paid
1	Kelly Evans	X	\$200.00
2	Lori Campagna	X	\$200.00
3	Nancy Symonds	X	\$200.00
4	Brad Gilley	X	\$200.00
5	Paulo Beckert	X	\$200.00

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Michael Perez
District Manager Signature

4/14/2025
Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE ****

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: West Lake CDD

Board Meeting Date: April 9, 2025

	Name	In Attendance Please X	Paid
1	Kelly Evans	X	\$200.00
2	Lori Campagna	X	\$200.00
3	Nancy Symonds	X	\$200.00
4	Brad Gilley	X	\$200.00
5	Paulo Beckert	X	\$200.00

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Michael Perez
District Manager Signature

4/14/2025
Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE ****

INVOICE

Sitex Aquatics, LLC
PO Box 917
Parrish, FL 34219

office@sitexaquatics.com
+1 (813) 564-2322



Bill to
West Lake CDD
West Lake CDD
Inframark
313 Campus St
Celebration, FL 34747

Ship to
West Lake CDD
West Lake CDD
Inframark
313 Campus St
Celebration, FL 34747

Invoice details

Invoice no.: 9912-B
Terms: Net 30
Invoice date: 04/01/2025
Due date: 05/01/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Aquatic Maintenance	Monthly Lake Maintenance: Two Ponds & Three Wet Slumps	1	\$684.00	\$684.00
					Total	\$684.00



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

BILL TO

West Lake Community Development
District
2005 Pan Am Circle Suite 300
Tampa FL 33607
United States

INVOICE#

147980

CUSTOMER ID

C5143

PO#

DATE

4/21/2025

NET TERMS

Net 30

DUE DATE

5/21/2025

Services provided for the Month of: March 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Eric J Davidson 02-24-25 TIMES ADVERTISING : advertisement \$1264	1	Ea	1,264.00		1,264.00
Subtotal					1,264.00

4/21/2025

Subtotal

\$1,264.00

Tax

\$0.00

Total Due

\$1,264.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

West Lake Community Development District

Financial Statements
(Unaudited)

Period Ending
April 30, 2025

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

WEST LAKE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of April 30, 2025

(In Whole Numbers)

ACCOUNT DESCRIPTION	TOTAL
ASSETS	
Cash In Bank	\$ 10,252
TOTAL ASSETS	\$ 10,252
FUND BALANCES	
Unassigned:	10,252
TOTAL FUND BALANCES	10,252

WEST LAKE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2025
General Fund (001)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Developer Contribution	376,525	67,000	(309,525)	17.79%
TOTAL REVENUES	376,525	67,000	(309,525)	17.79%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	10,000	5,800	4,200	58.00%
ProfServ-Field Management	12,000	200	11,800	1.67%
ProfServ-Trustee Fees	6,400	-	6,400	0.00%
Management Contract	25,000	10,417	14,583	41.67%
Assessment Roll	5,000	-	5,000	0.00%
Disclosure Report	3,500	-	3,500	0.00%
District Counsel	5,000	20,776	(15,776)	415.52%
District Engineer	3,500	-	3,500	0.00%
Special Services	2,500	-	2,500	0.00%
Accounting Services	6,100	5,000	1,100	81.97%
Auditing Services	5,200	-	5,200	0.00%
Accounting/Financial Services	17,500	-	17,500	0.00%
Website Compliance	1,800	3,150	(1,350)	175.00%
Postage	150	-	150	0.00%
Insurance - General Liability	5,000	-	5,000	0.00%
Public Officials Insurance	5,000	-	5,000	0.00%
Insurance -Property & Casualty	25,000	-	25,000	0.00%
Legal Advertising	1,500	10,146	(8,646)	676.40%
Bank Fees	200	-	200	0.00%
Financial & Revenue Collections	3,500	-	3,500	0.00%
Website Administration	1,500	375	1,125	25.00%
Office Supplies	100	-	100	0.00%
Dues, Licenses, Subscriptions	175	200	(25)	114.29%
Total Administration	145,625	56,064	89,561	38.50%
<u>Utility Services</u>				
Utility - Other	5,000	-	5,000	0.00%
Utility - Water & Sewer	1,200	-	1,200	0.00%
Utility - StreetLights	50,000	-	50,000	0.00%
Internet Services	1,650	-	1,650	0.00%
Total Utility Services	57,850	-	57,850	0.00%

WEST LAKE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2025
General Fund (001)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Other Physical Environment</u>				
Contracts-Aquatic Control	9,000	684	8,316	7.60%
Contracts - Landscape	75,000	-	75,000	0.00%
Waterway Mgmt Program -Aquatic Plantings & Repairs	1,000	-	1,000	0.00%
Landscape - Annuals	4,000	-	4,000	0.00%
Landscape - Mulch	2,000	-	2,000	0.00%
R&M Landscape	2,000	-	2,000	0.00%
Plant Replacement Program	4,000	-	4,000	0.00%
Landscape- Storm Clean Up & Tree Removal	3,000	-	3,000	0.00%
Irrigation Maintenance	5,000	-	5,000	0.00%
Aquatic Plant Replacement	1,000	-	1,000	0.00%
Total Other Physical Environment	106,000	684	105,316	0.65%
<u>Parks and Recreations</u>				
ProfServ-Pool Maintenance	15,000	-	15,000	0.00%
Contracts-Janitorial Services	7,000	-	7,000	0.00%
Amenity Center Pest Control	1,200	-	1,200	0.00%
Security Monitoring Services	5,050	-	5,050	0.00%
R&M-Air Conditioning	1,000	-	1,000	0.00%
Amenity Maintenance & Repairs	6,000	-	6,000	0.00%
R&M-Monument, Entrance & Wall	1,000	-	1,000	0.00%
Sidewalk & Pavement Repair	1,000	-	1,000	0.00%
Pool Services - Chemicals/Permits/Supplies	500	-	500	0.00%
Miscellaneous Maintenance	1,500	-	1,500	0.00%
Playground Equipment and Maintenance	2,500	-	2,500	0.00%
Access Control Maintenance & Repair	3,000	-	3,000	0.00%
Holiday Decoration	5,000	-	5,000	0.00%
Special Events	1,300	-	1,300	0.00%
Amenity Camera R&M	1,000	-	1,000	0.00%
Janitorial Supplies	1,500	-	1,500	0.00%
Dog Waste Station Service & Supplies	1,500	-	1,500	0.00%
Pool Permits	12,000	-	12,000	0.00%
Total Parks and Recreations	67,050	-	67,050	0.00%
TOTAL EXPENDITURES	376,525	56,748	319,777	15.07%
Excess (deficiency) of revenues				
Over (under) expenditures	-	10,252	10,252	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2024)		-		
FUND BALANCE, ENDING		\$ 10,252		

Bank Account Statement

West Lake CDD

Bank Account No. 9792
Statement No. 04-25

Statement Date 04/30/2025

G/L Account No. 101002 Balance	10,252.47	Statement Balance	17,933.13
		Outstanding Deposits	0.00
Positive Adjustments	0.00	Subtotal	17,933.13
Subtotal	10,252.47	Outstanding Checks	-7,680.66
Negative Adjustments	0.00	Ending Balance	10,252.47
Ending G/L Balance	10,252.47		

Posting Date	Document Type	Document No.	Vendor	Description	Amount	Cleared Amount	Difference
Deposits							
							0.00
04/09/2025	Payment	BD00002	Special Assmnts-Tax Collector	Deposit No. BD00002 - Lennar Developer Funding	32,000.00	32,000.00	0.00
Total Deposits					32,000.00	32,000.00	0.00
Checks							
							0.00
04/10/2025	Payment	1029	STRALEY ROBIN VERICKER	Check for Vendor V00003	-11,286.22	-11,286.22	0.00
04/10/2025	Payment	1031	LORI A. CAMPAGNA	Check for Vendor V00008	-200.00	-200.00	0.00
04/10/2025	Payment	1032	KELLY ANN EVANS	Check for Vendor V00009	-200.00	-200.00	0.00
04/10/2025	Payment	1033	PAULO BECKERT	Check for Vendor V00010	-200.00	-200.00	0.00
04/10/2025	Payment	1035	NANCY SYMONDS	Check for Vendor V00013	-200.00	-200.00	0.00
04/10/2025	Payment	1036	BRADLEY GILLEY	Check for Vendor V00011	-200.00	-200.00	0.00
04/15/2025	Payment	1037	LORI A. CAMPAGNA	Check for Vendor V00008	-200.00	-200.00	0.00
04/15/2025	Payment	1038	KELLY ANN EVANS	Check for Vendor V00009	-200.00	-200.00	0.00
04/15/2025	Payment	1039	PAULO BECKERT	Check for Vendor V00010	-200.00	-200.00	0.00
04/15/2025	Payment	1040	BRADLEY GILLEY	Check for Vendor V00011	-200.00	-200.00	0.00
04/15/2025	Payment	1041	NANCY SYMONDS	Check for Vendor V00013	-200.00	-200.00	0.00
04/17/2025	Payment	1042	STRALEY ROBIN VERICKER	Check for Vendor V00003	-2,360.50	-2,360.50	0.00
04/24/2025	Payment	1044	SITEX AQUATICS, LLC	Check for Vendor V00015	-684.00	-684.00	0.00
Total Checks					-16,330.72	-16,330.72	0.00
Adjustments							
Total Adjustments							
Outstanding Checks							
04/10/2025	Payment	1030	INFRAMARK	Check for Vendor V00007			-3,208.33
04/17/2025	Payment	1043	INFRAMARK	Check for Vendor V00007			-3,208.33
04/24/2025	Payment	1045	INFRAMARK	Check for Vendor V00007			-1,264.00

Bank Account Statement

West Lake CDD

Bank Account No.	9792		
Statement No.	04-25	Statement Date	04/30/2025

Total Outstanding Checks	-7,680.66
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Outstanding Deposits

Total Outstanding Deposits

WEST LAKE COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund

For the Period from 04/01/2025 to 04/30/2025

(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	1029	04/10/25	STRALEY ROBIN VERICKER	25560	Professional Services through 10.31.2024	District Counsel	531146-51401	\$3,923.45
001	1029	04/10/25	STRALEY ROBIN VERICKER	25730	Professional Services through 11.30.2024	District Counsel	531146-51401	\$4,079.90
001	1029	04/10/25	STRALEY ROBIN VERICKER	25810	PROFESSIONAL SERVICES THROUGH 12/31/24	District Counsel	531146-51401	\$703.50
001	1029	04/10/25	STRALEY ROBIN VERICKER	25972	Professional Services Through 01/31/2025	District Counsel	531146-51401	\$2,170.37
001	1029	04/10/25	STRALEY ROBIN VERICKER	26189	Legal Svc Thru FEB25	Legal Svc Thru FEB25	531146-51301	\$409.00
001	1030	04/10/25	INFRAMARK	144996	MAR25 SERVICE	Management Contract	531136-51301	\$2,083.33
001	1030	04/10/25	INFRAMARK	144996	MAR25 SERVICE	Accounting Services	532001-51301	\$1,000.00
001	1030	04/10/25	INFRAMARK	144996	MAR25 SERVICE	Website Administration	549936-51301	\$125.00
001	1031	04/10/25	LORI A. CAMPAGNA	LC 02122025	BOS Meeting 02/12/2025	SUPERVISOR FEES 02.12.2025	511100-51301	\$200.00
001	1032	04/10/25	KELLY ANN EVANS	KE 02122025	BOS Meeting 02/12/2025	SUPERVISOR FEES 02.12.2025	511100-51301	\$200.00
001	1033	04/10/25	PAULO BECKERT	PB 02122025	BOS Meeting 02/12/2025	SUPERVISOR FEES 02.12.2025	511100-51301	\$200.00
001	1035	04/10/25	NANCY SYMONDS	NS 02122025	BOS Meeting 02/12/2025	SUPERVISOR FEE 02.12.2025	511100-51301	\$200.00
001	1036	04/10/25	BRADLEY GILLEY	BG 02122025	BOS Meeting 02/12/2025	Supervisor Fee 02.12.2025	511100-51301	\$200.00
001	1037	04/15/25	LORI A. CAMPAGNA	LC 040925	BOARD 4/9/25	Supervisor Fees	511100-51401	\$200.00
001	1038	04/15/25	KELLY ANN EVANS	KE 040925	BOARD 4/9/25	Supervisor Fees	511100-51401	\$200.00
001	1039	04/15/25	PAULO BECKERT	PB 040925	BOARD 4/9/25	Supervisor Fees	511100-51401	\$200.00
001	1040	04/15/25	BRADLEY GILLEY	BG 040925	BOARD 4/9/25	Supervisor Fees	511100-51401	\$200.00
001	1041	04/15/25	NANCY SYMONDS	NS 040925	BOARD 4/9/25	Supervisor Fees	511100-51401	\$200.00
001	1042	04/17/25	STRALEY ROBIN VERICKER	26333	dist counsel March 2025	DISTRICT counsel March 2025	531146-51401	\$2,360.50
001	1043	04/17/25	INFRAMARK	147166	APRIL 2025 MGMT FEES	DISTRICT MANAGEMENT	531136-51301	\$2,083.33
001	1043	04/17/25	INFRAMARK	147166	APRIL 2025 MGMT FEES	ACCOUNTING SERVICES	532001-51301	\$1,000.00
001	1043	04/17/25	INFRAMARK	147166	APRIL 2025 MGMT FEES	WEBSITE MAINTENANCE/ADMIN	549936-51301	\$125.00
001	1044	04/24/25	SITEX AQUATICS, LLC	9912-B	AQUATIC MAINTENANCE April 2025	Contracts-Aquatic Control	534067-53908	\$684.00
001	1045	04/24/25	INFRAMARK	147980	legal advertisement	legal advertising	548002-51301	\$1,264.00
Fund Total								\$24,011.38

Total Checks Paid	\$24,011.38
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