

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on April 9, 2025 at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa, Florida 33556.

**Present:**

Mary Comella  
Frank Stalzer  
Matt Bruno  
Karen Anderson  
Kevin Kurtz

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Barry Mazzoni  
Alyssa Willson (via Zoom)  
Mark Yahn (via Zoom)  
Pete Soety (via Zoom)  
Renee Hlebak  
Alex Kurth  
Bill Conrad  
  
Shelly May Johnson (via Zoom)  
Resident

Operations Manager  
District Counsel  
SunScape Consulting, Inc., (SCI)  
SunScape Consulting, Inc., (SCI)  
AAG - Starkey Ranch Lifestyle Director  
Premier Lakes, Inc.  
Landscape Maintenance Professionals  
(LMP)  
Special Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call/Pledge of Allegiance**

Mr. Mazzoni called the meeting to order at 6:01 p.m. All Supervisors were present.  
All recited the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS**

**Public Comments (agenda items) [3 minutes per person]**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Waterways Update from Aquatics Vendor – Alex Kurth (Premier Lakes)**

***Disclaimer:** These summary minutes are intended to only highlight the topics discussed, items being considered and actions taken. The audio is available upon request.*

Mr. Kurth reviewed the actions taken, to date, in treating algae blooms and slender spike rush. He deemed the treatment program successful and, overall, he is happy with the minimal grasses or weeds in most pond banks. He explained the reason there are native beneficial plants growing in a few lakes. He suggested budgeting for grass carp stocking in Huckleberry Pond in the Fiscal Year 2026 budget to control hydrilla instead of the expense to treat it and to budget it over a span of five or six years for other ponds, as needed.

Discussion ensued regarding the prior vendor's dye and bacteria treatment program and providing the nutrient test results to Premier Lakes, considering future testing, types of fish that control midge flies and when the Board should consider the next ShoreSox® project.

▪ **Discussion: Rangeland Extension & County Response**

• **Consideration of Special Counsel Recommendation**

**This item, previously the Eight Order of Business, was presented out of order.**

Mr. Mazzoni stated that the County decided to invite the CDD to a scheduled public meeting to discuss the wooden bridge, instead of meeting with the CDD to discuss and solely gather information on the matter; the County is also proceeding with the School.

Ms. Willson stated that Special Counsel Shelly May Johnson was highly recommended for this matter; she identified her as having the expertise and relationships with the County to be able to review the CDD's existing Agreement and engage with the County on the goal to amend the Agreement and work with the County to move maintenance of the bridge over to the County or put some sort of cost-sharing Agreement in place.

Ms. Johnson discussed her professional background in daily dealings with Pasao County. Since the current CDD Agreement waives the ability to proceed with civil litigation, the first step she suggests is meeting with Commissioner Starkey to see if she will help the CDD before speaking to the County Attorney's office on the argument about equity and the CDD's position that it is only fair to amend the Agreement to a shared-maintenance Agreement since, at the time, the CDD might not have understood what it was taking on and the ultimate capacity the bridge was going to handle.

Ms. Comella asked if the Board wants to share the maintenance expense with the County or give the County funds towards a new bridge.

Mr. Mazzoni stated that he invited County Staff to attend the meeting in response to asking if the CDD would be okay with the County constructing the Orange Belt Trail in front of the CDD and if the CDD would maintain the trail. He thinks if the CDD continues maintaining the

existing landscape and takes on other responsibilities, the CDD can use it as leverage to convey the bridge. The Developer only had approval to install four, not six lanes. Ms. Comella asked him to research the status of the land the Developer was going to give to the CDD or the County.

Mr. Mazzoni distributed Ms. Johnson's standard engagement letter.

Mr. Stalzer asked Mr. Mazzoni to reorder the agenda and present the Landscape agenda before the Premier Lakes agenda.

**On MOTION by Ms. Comella and seconded by Mr. Kurtz, with all in favor, engaging Special Counsel Shelly May Johnson to address the issues with the bridge, was approved.**

#### **FOURTH ORDER OF BUSINESS**

#### **Hearing and Consideration of Suspension for 3936 Barbour Trail**

This item was presented following the Sixth Order of Business.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of 2026-2027 Landscape Maintenance Professionals Contract and Scope (to be provided under separate cover)**

Mr. Mazzoni distributed the Agreement from the last meeting and stated that changes were made to Exhibit 3, which is the Extra Services Pricing Summary sheet for Fiscal Year 2026 only. Mr. Yahn discussed meetings with Mr. Scott Carlson, of LMP, that resulted in negotiating changes to Exhibit 3 as to certain labor and equipment rates and revisions to the Hurricane Plan that provides specific rates and timelines for that event.

Mr. Yahn stated that Mr. Carlson submitted a spring roster which totals 21 persons and Mr. Gomez and Mr. Soety agreed that the number was adequate to perform the scope of work; LMP is using a landscaping software system that will prevent double billing services.

Mr. Yahn recommended approving the LMP extension for Fiscal Year 2026 and noted he offered Mr. Carlson the ability to present any suggested increases or changes to Exhibit 3 by October 15, 2026 in preparation for Fiscal Year 2027. He recommended approving the Hurricane Plan, in substantial form. Mr. Mazzoni stated that LMP is open to audits on Hurricane bills.

**On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, the 2026 Landscape Maintenance Professionals Extension Contract and Scope, was approved.**

**SIXTH ORDER OF BUSINESS****Consideration and Approval of 2025 Hurricane Season Rates (to be provided under separate cover)**

This item was discussed during the Fifth Order of Business.

**On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, the Landscape Maintenance Professionals 2025 Hurricane Season Rates and Plan, in substantial form, subject to SunScape and the District Manager completing the final form of the documents, was approved.**

▪ **Hearing and Consideration of Suspension for 3936 Barbour Trail**

**This item, previously the Fourth Order of Business, was presented out of order.**

Mr. Mazzoni stated that the Hearing Notice was sent to the homeowner of 3936 Barbour Trail, via certified and regular U.S. mail. The homeowner did not sign the receipt and is not present today. He listed the CDD violations, noted the MPOA issued multiple violations occurring on the property, which it is addressing, and stated that the homeowner complied with removing their boat off CDD property and onto their own property.

Discussion ensued regarding the suspension policy and the past suspensions issued.

Mr. Mazzoni will prepare a letter notifying the resident of the Board's decision to suspend their amenity privileges.

**On MOTION by Mr. Bruno and seconded by Mr. Stalzer, with all in favor, suspending 3936 Barbour Trail residents from the amenities for 30-days, was approved.**

**SEVENTH ORDER OF BUSINESS****Consideration of Proposal from Rose Paving LLC – Sidewalk/ Drainage/ Asphalt Repairs**

Mr. Mazzoni presented the Rose Paving LLC proposal for sidewalk, drainage and asphalt repairs. He reported that the County confirmed it will not take care of the pothole on Rangeland Boulevard or the service road on Colt Run. The storm drains on the service roads were completed,

except for those areas in the proposal. Since the bonds expired, he is working with the District Engineer and District Counsel to identify County-owned roads. Mr. Stalzer suggested mentioning this to Commissioner Starkey.

Discussion ensued regarding the CDD's projects list, keeping home values up, fund balance, the Fiscal Year 2025 and 2026 budgets, etc.

**On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, Rose Paving LLC Proposal OPP-24-013763 for Sidewalk/ Drainage/ Asphalt Repairs, in a not-to-exceed amount of \$77,314.55, was approved.**

**EIGHTH ORDER OF BUSINESS****Discussion: Rangeland Extension & County Response**

This item was presented following the Third Order of Business.

**NINTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of February 28, 2025**

Mr. Mazzoni stated the Accounting Department will combine the "Hurricane recovery" and "Hurricane clean-up" budget line items into one item. Mr. Stalzer asked that Accounting combine the two "Pressure washing" budget line items into one item.

Discussion ensued regarding items on the Capital Projects list, fund balance and Ms. Willson working with the Developer on missing items to attach to the acquisition documents, which will exhaust the funds in the Capital Projects budget line item.

**On MOTION by Mr. Stalzer and seconded by Ms. Comella, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.**

**TENTH ORDER OF BUSINESS****Approval of March 12, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Bruno and seconded by Ms. Anderson, with all in favor, the March 12, 2025 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS****Action & Completed Items**

Items 4, 5, 6, 7, 8, 10, 12, 13, 14, 15 and 16 were completed.

Item 8: Mr. Mazzoni will notify Mrs. Deenihan about the CDD installing a traffic sign in remembrance of Mr. Deenihan.

Item 11: The light-duty golf cart estimate is \$12,000 and the estimate for the gator cart is about \$23,000.

Item 14: Mr. Mazzoni is working with the Developer to use the retainer from Taylor Morrison to fund \$1,700 for the stock bars, some missing crosswalks and the missing striping on Stevenson.

## **TWELFTH ORDER OF BUSINESS**

### **Staff Reports**

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

Ms. Willson stated that Mr. Liquori is reviewing with the Lessor, the CDD's request to amend the Welcome Center Lease to allow the CDD's right of first refusal to purchase the Welcome Center.

#### **B. District Engineer: Johnson Engineering, Inc.**

On behalf of the District Engineer, Mr. Mazzoni stated that the wooden boards on the wooden bridge need to be replaced due to normal wear and tear. He asked if the Board wants to designate a Board Member to attend the inspection; the repairs are scheduled for June, but the project is budgeted for Fiscal Year 2026.

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

- **NEXT MEETING DATE: May 14, 2025 at 6:00 PM**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the May 14, 2025 meeting.

Mr. Mazzoni stated that, going forward, Item 12E will be moved to under Item 12C.

#### **D. Lifestyle Director & Amenity Manager: Arch Amenities Group**

Ms. Hlebak presented the March 2025 Monthly Summary Report. She reported the following:

- The CDD Amenity Policy was added to the resident App, which is helping educate residents.
- She and Ms. Murphy are updating outdated information in the Policy and will submit their revisions to District Counsel and District Management for review.

- She met with Mr. Kurtz to discuss pool security; they created new signage for the pool.

**E. Operations Manager: Wrathell, Hunt and Associates, LL**

Mr. Mazzoni presented the Monthly Field Operations Report. He reported the following:

- Planting at Stancil Park will be completed this week; the sod arrival is unknown.
- The part to repair the backflow was ordered; repairs should be completed by Wednesday.
- A schedule from the contractor to install missing signage and upright crooked signage is pending.

Regarding mitigation in Esplanade, Mr. Mazzoni stated that he advised Mr. Kurth and the Premier Lakes team that, if the Landscape Committee Member approaches them again about spraying out additional material, they were to instruct that person to contact him directly.

In response to question about fence installation, Mr. Mazzoni stated that Florida State Fence will contact him to schedule installing the fence and maintenance gate at Huckleberry Pond once the parts arrive, which is expected in another three weeks.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Discussion ensued regarding Ms. Anderson's request to change the Fiscal Year 2026 meeting start time to 5:30 p.m.

**On MOTION by Ms. Anderson and seconded by Ms. Comella, with Ms. Anderson, Ms. Comella, Mr. Kurtz and Mr. Bruno in favor and Mr. Stalzer dissenting, changing the Fiscal Year 2026 meeting start time to 5:30 p.m., was approved. [Motion passed 4-1]**

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments (non-agenda items) [3 minutes per person]**

No members of the public spoke.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Anderson and seconded by Mr. Bruno, with all in favor, the meeting adjourned at 8:29 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair