

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

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

Present:

Mary Comella	Chair
Frank Stalzer	Vice Chair
Matt Bruno	Assistant Secretary
Karen Anderson	Assistant Secretary
Kevin Kurtz	Assistant Secretary

Also present:

Barry Mazzoni	Operations Manager
Alyssa Willson (via Zoom)	District Counsel
Alex Kurth	Premier Lakes, Inc.
Pete Soety (via Zoom)	Sunscape Consulting, Inc.
Renee Hlebak	WTS-AAG - Starkey Ranch Lifestyle Director
Alex Murphy	Arch Amenities Group
Will Butler	American Power Washing LLC
Residents/Members of the Public	

The names of all attendees, residents and/or members of the public are not included in these meeting minutes. If the person did not identify themselves, their name was inaudible or their name did not appear in the meeting notes or on an attendee sign in sheet, their name was not listed.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call/Pledge of Allegiance

Mr. Mazzoni called the meeting to order at 6:00 p.m.

All Supervisors were present.

All recited the Pledge of Allegiance.

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

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)**

Mr. Kurth reported that the shoreline weeds are much better controlled. Treatments were again applied to algae blooms, which are much improved since the last treatment. He discussed his suggestion to consider including grass carp in Fiscal Year 2026 and asked for Board direction to begin applying for permits. He discussed installation of grass carp in selected lakes, including Huckleberry, to help treat algae and improve water quality.

The Board directed Mr. Kurth to pursue permitting and asked for a proposal for installation of grass carp.

Mr. Kurth stated that, once granted, the permit would be open-ended.

It was noted that Premier Lakes also treats the 62-acre conservation area around Esplanade. Mr. Kurth stated that cogon grass was observed in the wetlands and occasionally around the edges of the lakes. It was noted that the County asked the CDD to control cogon grass if it is found. Mr. Kurth stated that cogon grass is treated when it is observed; it responds to treatment and is not difficult to treat, but it spreads rapidly.

FOURTH ORDER OF BUSINESS**Continued Discussion: FY2026 Budget Proposed Budget**

Mr. Mazzoni distributed and presented an updated version of the proposed Fiscal Year 2026 budget which includes changes discussed, including moving insurance to Contingency.

Discussion ensued regarding use of Contingency versus tracking expenses by individual line items, the need to develop a good long-term capital program, budgeting for a Reserve Study, rollover of unused fund balance at the end of the fiscal year, likelihood that hurricane repairs will be needed, and polling the Board regarding whether to move Contingency funds into individual line items. This will be discussed further at the next meeting.

Ms. Comella noted that twelve meetings are budgeted, and voiced her opinion that Supervisors should be paid for attending workshops. It was noted that Supervisors can receive compensation of \$200 per meeting, and compensation cannot exceed \$4,800 annually per Supervisor.

Discussion ensued regarding printed versus electronic agendas; no change was made.

FIFTH ORDER OF BUSINESS

Continued Discussion: Amenity Use Policies and Maintenance Area Designations – Carvajal

Ms. Willson stated that, generally, CDD-owned property is a public improvement; however, public access is not necessarily required in all areas. Like any City, County or local government, the CDD can designate areas for maintenance or certain purposes. The primary function of the lakes is for the CDD's stormwater management system; some recreational areas can be designated in certain areas, as has been done in the past. This will be clarified in the Rules of Procedure; the Policies will be applied relatively consistently throughout the community.

Ms. Willson stated that, overall, the Policies are fine as is. Clarifications will be made to indicate that the lakes function as a stormwater management system; however, items can be challenged. Fishing can be allowed in the CDD, at the Board's discretion, and she noted that some CDDs prohibit fishing, some allow it in designated areas only, and some allow fishing in all areas at all times. The Board's decision is defensible, it can be modified in the future, and situations must be addressed fairly and consistently throughout.

A. Consideration of Resolution 2025-11, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended Amenity Rules; and Providing an Effective Date

Mr. Mazzoni presented Resolution 2025-11. After working with Mrs. Murphy, Ms. Hlebak and Ms. Willson, he updated the language on this item and several other items in the Policy. He will send the red line version of the Policy to the Board.

Discussion ensued regarding changes to the Policy, including giving the CDD the ability to charge those who damage CDD property for the damage as well as the administrative costs associated with pursuing the costs. The red line version will be included in the August agenda so

that residents can review the changes in advance of the September Public Hearing; modifications to the policy can also be made on the record at the Public Hearing.

On MOTION by Ms. Anderson and seconded by Mr. Stalzer, with all in favor, Resolution 2025-11, to Designate September 10, 2025 at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa, Florida 33556, as the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended Amenity Rules; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2025

Mr. Stalzer stated he has not received an answer as to whether a stipulation regarding late charges was added to the commercial property invoices that were sent in January. Mr. Mazzoni stated his understanding that there is a late charge, and that some checks were received. He will review the checks to determine how much has been paid.

Mr. Stalzer encouraged the Board to make sure payments for common charges for the upkeep of landscaping on shared properties are received, as the monies are owed to the CDD.

Mr. Stalzer recalled the Accountant advising that the monies "Due to Developer" can be written off during this fiscal year. Mr. Mazzoni stated Staff will make sure that one or more parcels will be presented for turnover at the August meeting; after that is done, whatever is left will be written off, as suggested.

On MOTION by Mr. Stalzer and seconded by Ms. Comella, with all in favor, the Unaudited Financial Statements as of May 31, 2025, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of Minutes

A. June 4, 2025 Workshop

On MOTION by Ms. Anderson and seconded by Mr. Kurtz, with all in favor, the June 4, 2025 Workshop Minutes, as presented, were approved.

B. June 4, 2025 Regular Meeting

On MOTION by Mr. Kurtz and seconded by Ms. Anderson, with all in favor, the June 4, 2025 Regular Meeting Minutes, as presented, were approved.

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

Items 3, 6, 8 and 10 were completed.

Item 2: Planned for August Agenda review and September Public Hearing.

Item 9: Additional companies were contacted for proposals.

Item 12: Mr. Mazzoni stated certain General Ledger items will be audited to ensure that payments are not misapplied. District Management will make sure any necessary rebudgeting is completed by the end of the calendar year.

NINTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock, LLP**

Ms. Willson stated that additional information was received from Mr. Matt Call regarding anticipated Requisitions; it is hoped that the Requisitions will be presented next month.

B. District Engineer: Johnson Engineering, Inc.

Mr. Mazzoni spoke with the District Engineer about several situations and spoke with the County's Assistant Engineer working on the Rangeland Extension Project. There were issues in the CDD with Gunn Highway, particularly Long Spur and Rangeland Boulevard. The CDD removed all the landscaping it installed that was already approved by the County. In September, the County will study those two areas, at his request, to determine if additional signage or traffic control is needed to control the turns. A study will be done in September and October when school is in session and traffic is heavier.

Mr. Mazzoni stated he and the MPOA Manager were summoned by the County to discuss traffic and parking in the CDD. The parking issue is not related to an ordinance or law, it is an issue of vehicle type and time, which should be a MPOA responsibility. However, the MPOA does not have access to the registration data to know if vehicles are authorized to be present. The

MPOA Attorney advised the MPOA Board that towing off CDD streets maintained by the County could damage the MPOA's reputation and be a legal liability for the MPOA. The County asked the CDD to install signs; they will change the ordinance so the County can tow. He asked about turnover of the roads; it seems the County will work with the CDD in this regard. After the County changes the ordinance, they will be able to tow.

It was noted that, after turnover, the County will be responsible for road repairs.

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

- **4,873 Registered Voters in District as of April 15, 2025**
- **Operations Report**

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

➤ Southern Land Services pulled the boards for the bridge and many stringer boards are splitting and need to be replaced. The amount budgeted is thought to be sufficient for the regular maintenance; July's \$11,400 was just spent. Work will likely be done in September and October.

Discussion ensued regarding a new engineered lumber product, whether a more permanent repair for the stringers is available, etc.

It was noted that approximately \$15,000 remains in the Fiscal Year 2025 budget line item for this expense.

- **UPCOMING MEETINGS**
 - **August 13, 2025 at 6:00 PM [Adoption of FY2026 Budget]**
 - **September 10, 2025 at 6:00 PM**
 - **QUORUM CHECK**

All Supervisors confirmed their attendance at the August 13, 2025 meeting.

D. Lifestyle Director & Amenity Manager: Arch Amenities Group

Ms. Hlebak stated that the most recent Report is not included in the agenda. She displayed pictures and discussed programs held in June, including kids' painting classes, Father's Day and summer camps. July events include the golf cart parade, which had huge turnout despite the weather. Both gated neighborhoods opened their gates and were happy to participate. She noted that rentals decreased during the summer but are increasing for October.

Ms. Hlebak stated Homestead Park has numerous pool and park maintenance issues. The pool requires resurfacing; the fence is easily climbed, and the grass has a lot of wear and tear. The park is used by many as intended. The pool water features and zero entry are great for kids but somewhat impractical, as there is a lot of wear and tear. She contacted the Master Association to determine responsibility for fence maintenance. There are questions about responsibility on Longspur; Staff has been performing maintenance to the CDD's exterior areas of fence, but some areas of fence are on the property line and should be maintained by homeowners.

Whether residents should paint both sides of the fence was discussed.

It was noted that, unless the whole fence is painted at one time it will never look nice; Staff is doing the best they can.

Ms. Hlebak discussed wiring and code issues and stated that the pool company quote was submitted; two companies have not returned her calls and one did not show up for its appointment. A \$96,000 bid was received for everything, including addressing cracks along the base of the pool, resurfacing, revamping the water feature, etc., not including removal of a palm tree.

Ms. Hlebak stated that she obtained quotes for Florida State Fence to replace the wood gates, which are heavy and require maintenance, with aluminum, which would begin at \$5,000. Fencing the entire pool with aluminum fence, like the other pools, and be closer to 6', would cost approximately \$35,000.

Discussion ensued regarding the camera system, benefits of a higher fence, adding a floodlight, Staff hours spent maintaining fences, people climbing the fences, etc.

Ms. Hlebak stated that quotes will be provided for discussion at the next meeting.

TENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Kurtz stated that the Cunningham Park beach area is full of weeds, is overgrown and asphalt on the far western side and trees along the path need attention. Mr. Mazzoni will have the areas evaluated.

ELEVENTH ORDER OF BUSINESS**Public Comments (non-agenda items) [3 minutes per person]**

Mr. Will Butler of American Power Washing voiced appreciation for the opportunity to work with the CDD. While pressure washing is taking longer than originally anticipated, additional areas were treated, in consultation with Mr. Mazzoni, who will inspect the areas.

Discussion ensued regarding the vendor's equipment and staffing, overhead costs, the scope of work, areas which were not done and whether they were on the schedule.

Mr. Mazzoni stated he has been working to develop more accurate maps. Going forward, vendors will have more accurate maps that better represent every area to be cleaned.

Ms. Comella stated she was concerned that the process was unfair to the vendor and stated that the project needs to be managed better to ensure fair bidding for everybody.

TWELFTH ORDER OF BUSINESS**Acceptance of Resignation of Frank Stalzer [Seat 2]**

Mr. Stalzer tendered his resignation from the Board with appreciation to all.

Mr. Mazzoni stated that an e-blast will be sent to regarding the vacancy.

The Board and Staff thanked Mr. Stalzer for his service and wished him well.

On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, the Mr. Frank Stalzer's resignation from Seat 2, was accepted.

THIRTEENTH ORDER OF BUSINESS**Consideration of Appointment of Qualified Elector to Fill Unexpired Term of Seat 2; Term Expires November 2026**

This item was deferred.

- **Administration of Oath of Office (the following to be provided under separate cover)**
 - A. **Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
 - B. **Membership, Obligations and Responsibilities**
 - C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

D. Form 8B: Memorandum of Voting Conflict

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-12,
Electing and Removing Officers of the
District and Providing for an Effective Date**

This item was deferred.

FIFTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, the meeting adjourned at 7:43 p.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair