

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held Public Hearings and a Regular Meeting on August 13, 2025 at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa, Florida 33556.

Present:

Mary Comella	Chair
Matt Bruno	Assistant Secretary
Karen Anderson	Assistant Secretary
Kevin Kurtz	Assistant Secretary

Also present:

Chuck Adams	District Manager
Barry Mazzoni (via Zoom)	Operations Manager
Alyssa Willson (via Zoom)	District Counsel
Bill Kurth (via Zoom)	Premier Lakes, Inc.
Pete Soety (via Zoom)	Sunscape Consulting, Inc.
Renee Hlebak	WTS-AAG - Starkey Ranch Lifestyle Director
Alex Murphy	Arch Amenities Group
Todd Dolphin	Resident
William David Jackson	Resident
Curtis Culver	Resident
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 or their name was inaudible or 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. Adams called the meeting to order at 6:00 p.m.

Supervisors Comella, Anderson, Bruno, and Kurtz were present. One seat was vacant.

All recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

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

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

Comments on the proposed Fiscal Year 2026 budget were held during the Public Hearing.
No members of the public spoke.

THIRD ORDER OF BUSINESS**Waterways Update from Aquatics Vendor –
Alex Kurth (Premier Lakes)**

Mr. Bill Kurth discussed actions taken to date, including Sonar® herbicide applications for treating submersed vegetation; shoreline weeds are being controlled much better. Algae growth is the primary challenge, as is expected in summer; it will ease during fall and in colder weather.

Mr. Kurth stated it was confirmed that the CDD has an active grass carp permit. The fish help control hydrilla and will keep treatment costs down. A proposal to stock the large lake will be presented at the next agenda. He suggested applying for grass carp permits for other lakes to help control slender spike rush once the District Engineer identifies where the outfall structures are. It will require installing barriers before determining where grass carp might be needed. Ms. Comella recalled that the Board directed Mr. Alex Kurth to pursue permitting and asked for a proposal to install grass carp at the last meeting. Mr. Kurth will confirm if they are able to amend the existing permit, instead of applying for a new permit.

FOURTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year
2025/2026 Budget****A. Proof/Affidavit of Publication****B. Consideration of Resolution 2025-13, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Adams presented Resolution 2025-13. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. The Fiscal Year 2026 assessments are proposed to increase over Fiscal Year 2025.

Regarding the Fund balance budget line items, Mr. Adams stated the CDD should keep surplus fund balance of 30% to 40% of its annual budget, with 10% to cover unforeseen expenses and 30% specifically for gap funding needs.

Ms. Anderson stated she spoke to Mr. Mazzoni about creating a “Capital Improvement Projects” line item for long-range projects and redirecting the funds in the “Erosion control and

grass carp stock” and “pool resurfacing” budget line items to fund it. Mr. Adams proposed reallocating the two budget items below the expenditures and designating them as new surplus fund budget items, instead of combining it within the “Capital outlay” budget line item.

The Public Hearing was opened.

No affected property owners or members of the public spoke.

The Public Hearing was closed.

On MOTION by Ms. Comella and seconded by Mr. Kurtz, with all in favor, Resolution 2025-13, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**
- C. Consideration of Resolution 2025-14, Providing for Funding for the FY 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Adams presented Resolution 2025-14.

The Public Hearing was opened.

No affected property owners or members of the public spoke.

The Public Hearing was closed.

On MOTION by Ms. Anderson and seconded by Ms. Comella, with all in favor, Resolution 2025-14, Providing for Funding for the FY 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- **Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 2; Term Expires November 2026**

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

Candidates Todd Dolphin and William “Dave” Jackson discussed their goals for the CDD. Board Members posed questions to each candidate and deliberated on the appointment.

Ms. Comella nominated Dave Jackson to fill Seat 2. No other nominations were made.

On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, the appointment of William Dave Jackson to fill Seat 2, was approved.

- **Administration of Oath of Office (the following to be provided under separate cover)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Dave Jackson. He explained the items under the Eleventh Order of Business.

Ms. Willson urged Mr. Jackson to avoid posting about CDD business on social media, to forward all public records requests to the District Manager’s office, and to avoid discussing CDD business or communicating with another Board Member outside of a CDD meeting.

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

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

Mr. Adams presented Resolution 2025-12. Ms. Comella nominated the following slate:

Mary Comella	Chair
Karen Anderson	Vice Chair
Kevin Kurtz	Assistant Secretary
Matthew Bruno	Assistant Secretary
William “Dave” Jackson	Assistant Secretary

No other nominations were made. This Resolution removes the following:

Frank Stalzer	Vice Chair
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The following prior appointments by the Board remain unaffected by this Resolution:

Chesley “Chuck” Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Comella and seconded by Mr. Kurtz, with all in favor, Resolution 2025-12, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS**Continued Discussion/Review: Amenity Policy & Fees**

Ms. Hlebak stated the red line version of the Amenity Policy & Fees will be emailed to the Board. The final draft will be presented at the September Public Hearing. She distributed Ms. Murphy's "Proposed Changes to Amenity Policy September 2025", which is a summary of the changes that were made, mostly minor.

Discussion ensued about the change in Cunningham Hall's maximum occupancy and if it deters rentals on a consistent basis and enhancing the rental documents regarding seating limits.

This item was deferred.

SEVENTH ORDER OF BUSINESS**Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Mr. Adams presented the Goals and Objectives Reporting FY2026 Performance Measures/Standards & Annual Reporting Form.

On MOTION by Ms. Anderson and seconded by Mr. Kurtz, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures/Standards & Annual Reporting Form, was approved.

- Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Mr. Adams expects to email the final form soon. The District Engineer's Annual Inspection of the District's infrastructure to ensure it is operating as designed and intended is pending. Legislation to repeal the Goals and Objectives requirements did not pass.

On MOTION by Ms. Anderson and seconded by Mr. Bruno, with all in favor, the

authorizing the Chair or Vice Chair to approve and sign off on the findings related to the 2025 Goals and Objectives Reporting, was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Conveyance of Developer Acquisition Items**

Regarding the final acquisition from the Series 2019 construction account, Ms. Willson stated that the acquisition documents distributed in the meeting are governed by the bond documents and similar in form to the prior year bond issue.

Ms. Willson explained the criteria and process, allowing reimbursement via bond funds to the Developer for constructing CDD assets and sale of those improvements to the CDD, up to the amount not-to-exceed the bond proceeds. There is approximately \$242,000 in the construction account. The Developer completed improvements associated with hardscaping, landscaping and irrigation along State Road 54, which the CDD is already maintaining. The CDD was waiting for the Developer to submit the documentation required, which were reviewed by District Counsel and District Engineer, who confirmed the criteria for reimbursement was met. There will also be a deed conveying the underlying property to the District as well.

On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, accepting conveyance and acquisition of the Developer-funded improvements associated with hardscaping, landscaping and irrigation along State Road 54, subject to receipt of all final executed documents from the Developer conveying the assets, and authorizing requisition processing of an amount not-to-exceed \$250,926.44 to the Developer for improvements paid for by the Developer and authorizing the remainder of the \$246,327 in construction funds to be used for the acquisition of this infrastructure, was approved.

Ms. Willson stated the other conveyance documents are housekeeping items, as the Developer found during the final audit of the remainder of the property the Property Appraiser's website still showing the Developer owning these properties. She and Mr. Mazzoni confirmed the CDD is already maintaining these areas and recommends accepting these items noted on the map as Items 19, 20, 21, 22 and 24; this is at no cost to the District.

On MOTION by Ms. Comella and seconded by Mr. Kurtz, with all in favor, accepting conveyance and acquisition of the items, noted on the map as Items 19, 20, 21, 22 and 24, was approved.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of June 30, 2025**

Mr. Adams and Mr. Mazzoni discussed the following:

- Regarding the status of collecting outstanding payments from the commercial property owner, Accounting Staff is determining the correct entity, since the land has been split up.
- Regarding when the “Liabilities-Due to Developer” amount will be written off, due to time constraints, the Accountant will be able to write off that amount this year.
- Regarding why two months of “Landscape maintenance” invoices were paid last month, it could be due to the timing of when invoices were submitted or invoices were placed on hold until rates could be confirmed. The delay could be due to LMP switching its billing process. The financials show it 73% of budget; 75% is typical for this time of year.

Ms. Comella asked Mr. Mazzoni to confirm that the CDD is not making double payments. The financials were accepted.

TENTH ORDER OF BUSINESS**Approval of July 9, 2025 Regular Meeting
Minutes**

On MOTION by Mr. Kurtz and seconded by Ms. Comella, with all in favor, the July 9, 2025 Regular Meeting Minutes, as presented, were approved.

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

This occurred following the Fifth Order of Business.

- **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. Board 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**

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

This item was presented following the Fifth Order of Business.

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

No changes were made to the Action Items List.

Item 4: Mr. Mazzoni stated that the geotechnical crews completed assessments and the storm drain inspections and are working with the District Engineer to complete the final Report. He installed new caution tapes and rods around the areas being monitored.

FOURTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock, LLP****B. District Engineer: Johnson Engineering, Inc.**

There were no District Counsel or District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC**• Operations Report**

The Monthly Operations Report was included for informational purposes.

Mr. Mazzoni reported the following:

- The bridge engineer, will attend the October meeting to provide a proposal and suggestions on how to proceed.
- Discussion is underway with Reserve Advisors, who is familiar with HOAs, CDDs and condos, regarding capturing the cost of replacement for amenities over time. If interested, a Reserve Advisors representative can be invited to present a proposal at the January Workshop.
- Work is underway with a land clearing vendor to inspect the proposed landscape maintenance yard and submit a proposal to make the property level and ready for use.

Ms. Comella advised Mr. Mazzoni that she identified additional areas with cogon grass on the other side of the pond. Mr. Mazzoni stated Premier Lakes' crews are already identifying all the areas and preparing proposals to eradicate them, without any harm to the ponds or wildlife.

- Taylor Morrison documents related to transferring electric and water meters to the District, most in Stansil Park, are being reviewed. They might request back payment before

finalizing. He told Taylor Morrison to quantify that the request matches the dates of the acquisition before Board consideration and subject to providing the name of the vendor who completed the work to fix the drain pocket park in Stansil.

- **NEXT MEETING DATE: September 10, 2025 at 6:00 PM [Adoption of Amenity Rules]**
- **QUORUM CHECK**

All Supervisors confirmed their attendance at the September 10, 2025 meeting.

D. Lifestyle Director & Amenity Manager: Arch Amenities Group

Ms. Hlebak presented the July 2025 Monthly Summary Report and FY2026 Project Quotes Breakdown. She suggested not to remodel the camera system, as SMARTSolutions is creating a motion detection camera system alerting of a violation over a speaker system.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Kurtz asked about removing weeds and overgrown vegetation at the Cunningham Park beach area. Mr. Mazzoni stated LMP pulled some weeds and Premier is doing the rest.

SIXTEENTH ORDER OF BUSINESS

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

Resident Curtis Culver asked for help getting three property owners to maintain the dead grass and the weeds in their yards, which is encroaching on the Parkway. Mr. Mazzoni stated the CDD sent letters advising the homeowners the situation and of LMP's ability to connect to the irrigation infrastructure; only one homeowner took that route. He and the MPOA discussed this and it is no longer a CDD matter. The complaint should be made on the Greenacre's website.

SEVENTEENTH ORDER OF BUSINESS

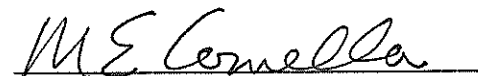
Adjournment

On MOTION by Ms. Anderson and seconded by Mr. Bruno, with all in favor, the meeting adjourned at 7:48 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

TSR CDD

August 13, 2025


Secretary/Assistant Secretary
Chair/Vice Chair