

**MINUTES OF MEETING
VARREA SOUTH COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Varrea South Community Development District held Public Hearings and a Regular Meeting on August 27, 2025 at 11:30 a.m., at the D.R. Horton Tampa North Division Office, 3501 Riga Blvd., Ste 100, Tampa, Florida 33619.

Present:

Ryan Zook
Ethen Broadwater
Kyle Keenan

Chair
Assistant Secretary
Assistant Secretary

Also present:

Andrew Kantarzhi
Ryan Dugan (via telephone)
Shelby Anderson

District Manager
District Counsel
D.R. Horton

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 11:42 a.m.

Supervisors Zook, Broadwater and Keenan were present. Supervisors Mize and Guerrier were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisor, Anne Mize [Seat 2] (the following to be provided under separate cover)

This item was deferred.

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 for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS

Ratification of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

- A. Affidavit of Publication
- B. Consideration of Resolution 2025-11, 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. Kantarzhi presented Resolution 2025-11 and stated the proposed Fiscal Year 2026 budget is unchanged from when it was last presented to the Board on June 13, 2025.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-11, 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.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-12, 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. Kantarzhi presented Resolution 2025-12 and read the title.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-12, 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.

SEVENTH ORDER OF BUSINESS

Consideration of Fiscal Year 2026 Deficit Funding Agreement

Mr. Kantarzhi presented Fiscal Year 2026 Deficit Funding Agreement.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Fiscal Year 2026 Deficit Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Finance

Mr. Dugan presented the Amended and Restated Disclosure of Public Finance. This is a required disclosure related to the bonds that Staff will record in the public records.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Amended and Restated Disclosure of Public Finance, was approved.

NINTH ORDER OF BUSINESS

Public Hearing on Rules Relating to Parking and Parking Enforcement

A. Affidavits of Publication

B. Consideration of Resolution 2025-13, Adopting Rules Relating to Parking and Parking Enforcement; Providing a Severability Clause; and Providing an Effective Date

Mr. Kantarzhi presented Resolution 2025-13 and the Rules Relating to Parking on District Property.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Public Hearing was opened.

Mr. Zook stated that there is an issue because the gym is open 24/7 and the tow away zone is at the Amenity Center. If a resident is working out in the gym at 11:00 p.m., which is technically within the towing time, their vehicle will be towed. He asked about developing a workaround that will allow residents to access the gym without getting towed. Mr. Dugan stated he was unaware that the gym is open 24/7 but the situation must be figured out.

Discussion ensued regarding how to address the no overnight parking rule for the Amenity Center, placing hangtags on vehicles, asking if the towing company will check to see if anyone is in the gym before towing vehicles, how other CDDs manage this situation, gym fobs, if this item should be tabled until the Policy is revised, and advertising a new public hearing.

On MOTION by Mr. Zook and seconded by Mr. Keenan, with all in favor, the Public Hearing was closed.

This item was tabled.

TENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Kantarzhi presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-14, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, Resolution 2025-14, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Mr. Kantarzhi presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

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

Mr. Kantarzhi noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2025-09, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2025

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the Unaudited Financial Statements as of July 31, 2025, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of June 13, 2025 Regular Meeting Minutes

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the June 13, 2025 Regular Meeting Minutes, as amended, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Dugan presented an addendum to the CDD’s existing pond maintenance contract, which adds the ponds from Phase 6 to the service contract. He asked for a motion to finalize the pool cleaning contract in between meetings.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, the addendum to the CDD’s existing Pond Maintenance Contract, was approved.

On MOTION by Mr. Zook and seconded by Mr. Broadwater, with all in favor, authorizing District Staff and the Board Chair to finalize the pool cleaning services contract with Glisten, was approved.

Mr. Dugan stated he is working on a draft cost-sharing agreement between the Varrea North and Varrea South CDDs for the next fiscal year and will forward it to the Chair for a preliminary review.

Discussion ensued regarding the budget, Varrea North CDD bond timing, and the current Interlocal Agreement.

B. District Engineer: Stantec Consulting Services, Inc.

C. Field Operations Manager: Access Management

There were no District Engineer or Field Operations Manager reports.

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

- **NEXT MEETING DATE: September 12, 2025 at 10:00 AM**
 - **QUORUM CHECK**

SIXTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members' comments or requests.

SEVENTEENTH ORDER OF BUSINESS

Public Comments


No members of the public spoke.

EIGHTEENTH ORDER OF BUSINESS


Adjournment

On MOTION by Zook and seconded by Mr. Broadwater, with all in favor, the meeting adjourned at 12:07 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair