

**MINUTES OF MEETING  
SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Summerstone Community Development District held a Public Hearing and Regular Meeting on September 26, 2025, at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

**Present:**

Maggie Kuper	Chair
Korey Pickett	Vice Chair
Sandra Jean-Louis	Assistant Secretary

**Also present:**

Jamie Sanchez	District Manager
Ryan Dugan (via telephone)	District Counsel
Olivia Davis	Supervisor Candidate

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:01 a.m. Supervisors Kuper, Pickett and Jean-Louis were present. Supervisor Otero was absent. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consider Appointment of Olivia Davis Fill  
Unexpired Term of Seat 3; Term Expires  
November 2026**

Ms. Pickett nominated Olivia Davis to fill Seat 3. No other nominations were made.

<b>On MOTION by Mr. Pickett and seconded by Ms. Kuper, with all in favor, the appointment of Olivia Davis to fill Seat 3, was approved.</b>
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- **Administration of Oath of Office to Appointed Supervisor, (the following to be provided in a separate**

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Olivia Davis. She reviewed the following items with Ms. Davis before the meeting:

- 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****Consideration of Resolution 2025-13, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2025-13. Ms. Kuper nominated the following:

Maggie Kuper	Chair
Kory Pickett	Vice Chair
Riley Otero	Assistant Secretary
Sandra Jean-Louis	Assistant Secretary
Olivia Davis	Assistant Secretary

No other nominations were made. The following prior appointments remain unaffected:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

**On MOTION by Ms. Kuper and seconded by Mr. Pickett, with all in favor, Resolution 2025-13, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2025-14, Amending Resolution 2025-10 to Reset the Date, Time, and Location of the Public Hearing Regarding Proposed Budget for Fiscal Year 2025/2026, Ratifying the Actions of the District Manager and Chairperson in Resetting Such Public Hearing; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Ms. Davis and seconded by Ms. Kuper, with all in favor, Resolution 2025-14, Amending Resolution 2025-10 to Reset the Date, Time, and Location of the Public Hearing Regarding Proposed Budget for Fiscal Year**

**2025/2026, Ratifying the Actions of the District Manager and Chairperson in Resetting Such Public Hearing; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS****Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

- A. **Proof/Affidavit of Publication**
- B. **Consideration of Resolution 2025-15, 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**

Ms. Sanchez 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.

**On MOTION by Ms. Kuper and seconded by Mr. Pickett, with all in favor, the Public Hearing was opened.**

No affected property owners or members of the public spoke.

**On MOTION by Ms. Kuper and seconded by Mr. Pickett, with all in favor, the Public Hearing was closed.**

Ms. Sanchez presented Resolution 2025-15 and read the title.

**On MOTION by Ms. Kuper and seconded by Ms. Davis, with all in favor, Resolution 2025-15, 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.**

**SEVENTH ORDER OF BUSINESS****Consideration of Resolution 2025-16, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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**

Ms. Sanchez presented Resolution 2025-16 and read the title.

**On MOTION by Ms. Kuper and seconded by Ms. Jean-Louis, with all in favor, Resolution 2025-16, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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.**

**EIGHTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2024, Prepared by McDirmitt Davis**

Ms. Sanchez 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 2025-17, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024**

Ms. Sanchez presented Resolution 2025-17.

**On MOTION by Ms. Kuper and seconded by Ms. Davis, with all in favor, Resolution 2025-17, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.**

**NINTH ORDER OF BUSINESS**

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

Ms. Sanchez presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives. The required District Engineer annual inspection of the District's infrastructure and related systems is underway.

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

**On MOTION by Ms. Kuper and seconded by Ms. Davis, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.**

**TENTH ORDER OF BUSINESS****Ratification of Florida Tow, LLC Towing Authorization Agreement****• Rule Relating to Parking and Parking Enforcement**

Ms. Sanchez stated that the Chair previously executed the Florida Tow, LLC Towing Authorization Agreement but Florida Tow had not executed it yet as some aspects were being fine-tuned. The next step is for the Board to evaluate and determine the specific services desired from the towing company.

Mr. Dugan stated that anything related to roadways, the Board is not only choosing which boxes to check on the “Type(s) of Services to be Provided” page, it also deciding whether it will be “roaming” towing or “call-in” towing. The Board will be authorizing the towing company to either tow at its discretion without being asked to come and tow or the towing company only being authorized to tow when requested to do so. He recommended any towing related to the roadways be “call-in” towing. The Board determinations were as follows:

Fire Lanes	Roaming
Taking up 2 Spaces	Call-in
Handicap Violations	Roaming
Guest in Resident Parking	Call-in
Expired/No Tags	Roaming
Expired/No Inspection	N/A
Abandoned/Junk Vehicles	Roaming
Commercial Vehicles	Call-in
Parked on Grass/Curb	Roaming
Blocking Dumpster	Roaming
No Permit	N/A
Expired Permit	N/A
No Guest Permit	N/A
Resident in Guest	Call-in
Resident in Commercial	N/A
Inoperable/Wrecked Vehicle	Roaming
Double Parked	Call-in

Altered Permit	N/A
No Parking Zones	Roaming
No Commuter	N/A
No Overnight Parking	N/A
Customer Parking Only	N/A
For Sale Vehicles	N/A
24hrs Items	N/A
Residents may request removal of vehicles parked in their reserved space. (Signature required)	N/A
Discussion ensued regarding what hours to authorize roaming towing, such as 24 hours per day or during certain hours of the day and/or night; concerns about the lack of visitor parking; and potential for guests to be towed when visiting a resident even if only for a short time if roaming towing is allowed 24 hours per day.	

The Board consensus was to allow roaming towing from 11:00 p.m., to 6:00 a.m.

Mr. Dugan stated that selecting “roaming” for certain items does not preclude calling the towing company to request a tow.

Ms. Sanchez recapped that list and decisions regarding “roaming” or “call-in” towing.

The Board consensus was to authorize all CDD Board Members, except Mr. Otero, and one person from the HOA to call the towing company.

Mr. Dugan noted that the HOA cannot have vehicles towed from CDD property.

The communication will be provided to Mr. Dugan for review before it is provided to the HOA to email to residents. Mr. Dugan suggested posting the final CDD Towing Policy on the website with a corresponding map.

**On MOTION by Ms. Kuper and seconded by Mr. Pickett, with all in favor, the Florida Tow, LLC Towing Authorization Agreement and the Rules Related to Parking and Parking Enforcement, were ratified.**

**ELEVENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of August 31, 2025**

**On MOTION by Ms. Kuper and seconded by Ms. Davis, with all in favor, the Unaudited Financial Statements as of August 31, 2025, were accepted.**

**On MOTION by Ms. Jean-Louis and seconded by Mr. Pickett, with all in favor, the April 25, 2025 Regular Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS** **Staff Reports**

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Lighthouse Engineering, Inc.**

There were no District Counsel or District Engineer reports.

- C. District Manager: Wrathell, Hunt and Associates, LLC**
  - 601 Registered Voters in District as of April 15, 2025**
  - Property Insurance on Vertical Assets**
  - Form 1 Submission and Ethics Training**

Management will verify that the Board Members filed Form 1.

- Hard Copy Agendas vs Tablets**
- NEXT MEETING DATE: October 27, 2025 at 10:00 AM [Genesis Center]**
  - QUORUM CHECK**

The October 27, 2025 meeting will be canceled. The next meeting will be January 26, 2026.

**FOURTEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**FIFTEENTH ORDER OF BUSINESS** **Public Comments**

No members of the public spoke.

**SIXTEENTH ORDER OF BUSINESS** **Adjournment**

**On MOTION by Ms. Kuper and seconded by Mr. Pickett, with all in favor, the meeting adjourned at 11:00 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair