

**TSR**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**December 2, 2020**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

**TSR Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889**

November 25, 2020

Board of Supervisors  
TSR Community Development District

<p><b><u>ATTENDEES:</u></b> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>
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Dear Board Members:

The Board of Supervisors of the TSR Community Development District will hold a Regular Meeting on December 2, 2020, at 5:00 p.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556. Members of the public may participate in this meeting, as well as for the duration of Phase 3 of the COVID-19 Emergency, by calling 1-888-354-0094, Conference ID: 8593810. The agenda is as follows:

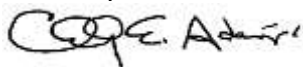
1. Call to Order/Roll Call
2. Public Comments [3 minutes per person]
3. Administration of Oath of Office to Newly Elected Supervisors, Jason Silber [SEAT 3] and Mary Comella [SEAT 5] (*the following to be provided in a separate package*)
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - B. Membership, Obligations and Responsibilities
  - C. Chapter 190, Florida Statutes
  - D. Financial Disclosure Forms
    - I. Form 1: Statement of Financial Interests
    - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - III. Form 1F: Final Statement of Financial Interests
  - E. Form 8B: Memorandum of Voting Conflict
4. Consideration of Resolution 2021-04, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the TSR Community Development District, and Providing for an Effective Date
5. Consideration of Down to Earth Landscape & Irrigation Estimate #28204, Lake Blanche Drainage Repair

- 6. Discussion/Consideration: M11-A Washout Repairs
  - 7. Continued Discussion: Landscaping Issues
  - 8. Acceptance of Unaudited Financial Statements as of October 31, 2020
  - 9. Approval of Minutes
    - A. November 4, 2020 Landowners' Meeting
    - B. November 4, 2020 Regular Meeting
  - 10. Staff Reports
    - A. District Counsel: *Hopping Green & Sams, P.A.*
    - B. District Engineer: *Heidt Design, LLC*
    - C. District Manager: *Wrathell, Hunt and Associates, LLC*
      - NEXT MEETING DATE: January 13, 2021 at 9:00 a.m.
        - QUORUM CHECK
  - D. Lifestyle Director & Amenity Manager: *WTS International*
    - Pocket Park Event Use Request Form
  - E. Operations Manager: *Wrathell, Hunt and Associates, LLC*
11. Supervisors' Requests
12. Adjournment

Mike Liquori	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Matt Call	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Jason Silber	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Tom Green	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Mary Comella	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.  
 District Manager

# **TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

# **3**

**TSR COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
OATH OF OFFICE**

I, \_\_\_\_\_, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF TSR COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

\_\_\_\_\_  
Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing oath was administered before me by means of  physical presence or  online notarization on this \_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of TSR Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

\_\_\_\_\_  
Notary Public, State of Florida  
Print Name: \_\_\_\_\_  
Commission No.: \_\_\_\_\_ Expires: \_\_\_\_\_

-----  
MAILING ADDRESS:  Home  Office County of Residence \_\_\_\_\_

\_\_\_\_\_  
Street Phone Fax

\_\_\_\_\_  
City, State, Zip Email Address

# **TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

# **4**

**RESOLUTION 2021-04**

**A RESOLUTION DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE TSR COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the TSR Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Pasco County, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to appoint the below-recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TSR COMMUNITY DEVELOPMENT DISTRICT:**

1. **DISTRICT OFFICERS.** The District officers are as follows:

\_\_\_\_\_ is appointed Chair

\_\_\_\_\_ is appointed Vice Chair

Chesley (Chuck) E. Adams, Jr. is appointed Secretary

\_\_\_\_\_ is appointed Assistant Secretary

\_\_\_\_\_ is appointed Assistant Secretary

\_\_\_\_\_ is appointed Assistant Secretary

Craig Wrathell is appointed Assistant Secretary

Craig Wrathell is appointed Treasurer

Jeff Pinder is appointed Assistant Treasurer

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**Adopted this 2<sup>nd</sup> day of December, 2020.**

**ATTEST:**

**TSR COMMUNITY DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors



# **TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

# **5**

Down To Earth  
 Landscape & Irrigation  
 2701 Maitland Center Pkwy.  
 Suite 200  
 Maitland FL 32751  
 (321) 263-2700 Ext 2724



September 2020  
 Estimate #28204

**Customer**

TSR CDD  
 2300 GLADES ROAD  
 SUITE 410W  
 BOCA RATON FL 33431  
  
 (407) 347-4103

DRAFT

Project/Job	Estimate Date	Sales Rep	Expires	PO #
LANDSCAPING	9/21/2020	Gary L Hawkins	12/20/2020	

Item	Qty	Rate	Amount
<b>SCOPE OF WORK</b>			
ATTENTION: CLEO ADAMS VILLAGE 1 REMOVE EXISTING SOD AND SOIL - ADD SAND TO HELP ASSIST DRAINAGE ALONG LAKE BLANCHE BY LOWERING THE SOD HEIGHT ALONG SIDEWALK AND SLOPE TOWARDS STREET.  COMPLETION DATE: TBD			
<b>SOD REMOVAL PER SQUARE FOOT</b> <b>Description:</b> REMOVAL AND PREP LABOR - REMOVING EXISTING SOD AND 6" OF SOIL	1	\$1,080.00	\$1,080.00
<b>SAND</b> <b>Description:</b> INSTALL 17 YARDS OF SAND TO ADD THE 4" DEPTH	1	\$1,062.50	\$1,062.50
<b>ZOYSIA SOD PER SF</b>	850	\$1.15	\$977.50
<b>IRRIGATION REPAIRS</b>	1	\$465.00	\$465.00
<b>MACHINE RENTAL</b> <b>Description:</b> SKID STEER	1	\$750.00	\$750.00
<b>DISPOSAL</b>	1	\$250.00	\$250.00

We hereby purpose to provide all labor, materials and equipment necessary to complete the following work as per plans and specifications, including the installation of the above.

<b>Total</b>	<b>\$4,585.00</b>
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Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Accepted Date: \_\_\_\_\_

July 7

9



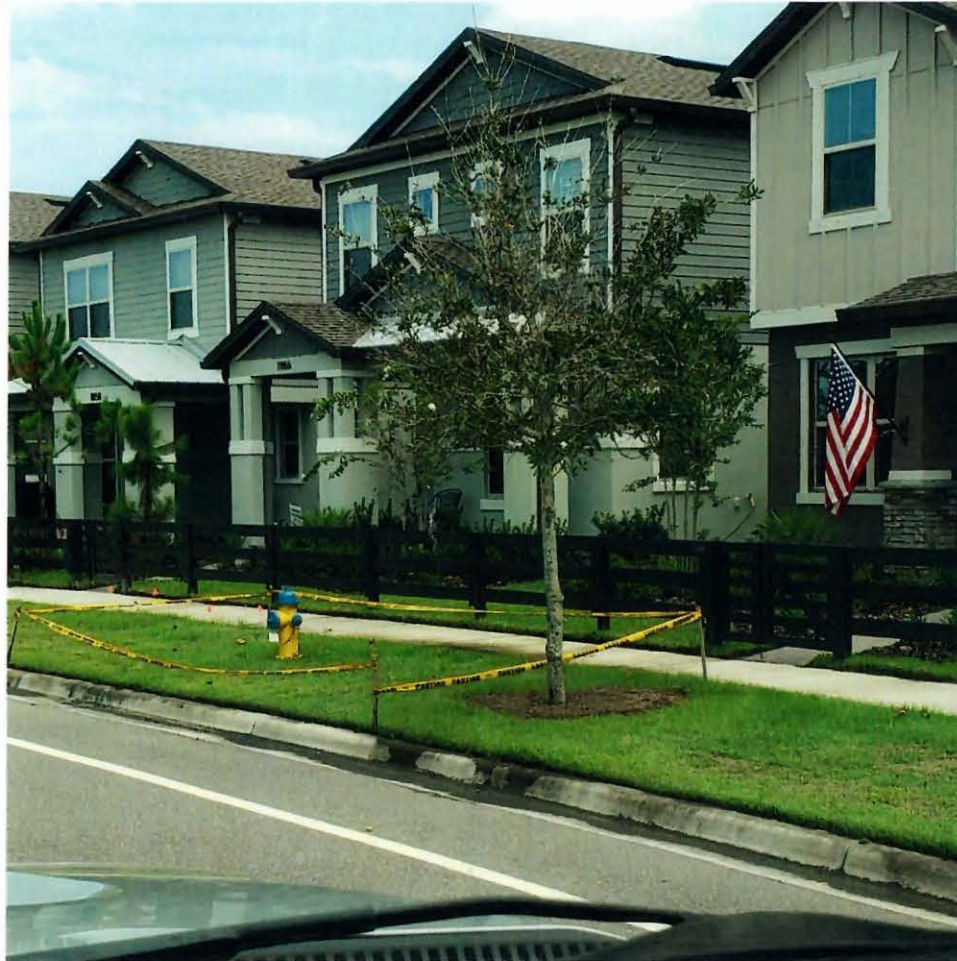
LAKE BLANCHE

July 7

Water.



July 14



**TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

**6**




<b>To:</b> Wrathell, Hunt & Associates, LLC	<b>Contact:</b> Cleo Adams
<b>Address:</b> 9220 Bonita Beach Road, Suite #214 Bonita Springs, FL 34135	<b>Phone:</b> 239-989-2939
<b>Project Name:</b> Starkey M11-A Washout Repair	<b>Fax:</b>
<b>Project Location:</b> Night Star Trail, Odessa, FL	<b>Bid Number:</b> N/A
	<b>Bid Date:</b> 9/2/2020

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
001	MOBILIZATION	1.00	LS	\$5,000.00	\$5,000.00
002	NPDES COMPLIANCE	1.00	LS	\$1,500.00	\$1,500.00
003	CONST. STAKEOUT / RECORD SURVEY	1.00	LS	\$4,000.00	\$4,000.00
004	DEMO EXISTING GEOWEB	1.00	LS	\$2,500.00	\$2,500.00
005	DEWATERING / TEMPORARY COFFERDAM (ALLOWANCE)	1.00	LS	\$13,500.00	\$13,500.00
006	CONCRETE SPILLWAY	990.00	SF	\$17.50	\$17,325.00
007	REMOVE & REPLACE SIDEWALK (ALLOWANCE)	30.00	LF	\$75.00	\$2,250.00
008	REMOVE & REPLACE CURB (ALLOWANCE)	30.00	LF	\$50.00	\$1,500.00
009	SOD - BAHIA	800.00	SY	\$3.25	\$2,600.00
010	FINAL GRADING	1.00	LS	\$2,500.00	\$2,500.00

**Total Bid Price: \$52,675.00**

**Notes:**

- BONDING NOT INCLUDED. IF REQUIRED, PLEASE ADD 1.25%.
- PERMIT / INSPECTION FEES BY OTHERS.
- UNLESS NOTED, WE HAVE NOT INCLUDED ANY ADJUSTMENTS/REMOVAL OR RELOCATION OF EXISTING UTILITIES WHICH MAY CONFLICT WITH PROPOSED WORK.
- ITEMS NOT INCLUDED ARE: IMPORT FILL / EXPORT FILL; LANDSCAPING / IRRIGATION; ROOT PRUNING; TREE TRIMMING; SILT FENCE.
- THIS PROPOSAL IS BASED ON CONSTRUCTION PLAN DATED 06/25/2020.
- PRICING ASSUMES CONSTRUCTION AFTER RAINY SEASON. IF WATER LEVELS BELOW 35.0 AT THE TIME OF CONSTRUCTION, THE TEMPORARY COFFERDAM ITEM CAN BE REMOVED.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>Ripa &amp; Associates</b></p> <p style="text-align: right;"></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Adrian Galloway agalloway@ripaconstruction.com</p>
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# M.R.I Construction Inc.

Certified General Contractors - CGC 1507963

17891 Wetstone Rd  
North Fort Myers, FL 33917  
239-984-5241 Office  
239-236-1234 Fax  
mriunderground@gmail.com

Date

Proposal #

11/16/2020

193

## Proposal

### Customer

Starkey Ranch  
C/O Wrathell, Hunt and Associates  
220 Bonita Beach Rd #2  
Bonita Springs, Fl. 34135

### Scope of Work

Starkey Pond M11

### Description

### Cost

This Proposal is for the total cost to pull out sand and material out of the lake. To restore lake bank to elevation and installation of rip rap with fabric and 12"x9" rock. This proposal will include all material, labor and all equipment necessary for the proposed job. Restoration is not included in this proposal and is to be done by others. 9,300.00

Any work completed outside the scope of this proposal will result in additional charges. M.R.I Construction, Inc. cannot be held responsible for unforeseen situations or acts of Mother Nature.

**Total Cost: \$9,300.00**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance. We will not be responsible for any unforeseen incidents when we dewater any wet well system due to sink holes, crevases, or breeches in or around wet well. This proposal does not include replacing any landscaping (grass, trees, shrubs, etc.) unless otherwise noted. All jobsites will be left clean.

Authorized Signature \_\_\_\_\_

Mike Radford President

#### Acceptance of Proposal

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. I will agree to pay a 10% late fee of invoice amount if payment is not made within 30 days of invoice date. This proposal may be withdrawn if not accepted within 30 days .

Signature \_\_\_\_\_  
Printed Name \_\_\_\_\_  
Date of Acceptance \_\_\_\_\_



# **TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

# **8**

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
OCTOBER 31, 2020**

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
OCTOBER 31, 2020**

	General Fund	Debt Service Fund Series 2015	Debt Service Fund Series 2015A	Debt Service Fund Series 2016	Debt Service Fund Series 2017	Debt Service Fund Series 2018	Debt Service Fund Series 2019	Capital Projects Fund Series 2015	Capital Projects Fund Series 2015A	Capital Projects Fund Series 2016	Capital Projects Fund Series 2017	Capital Projects Fund Series 2018	Capital Projects Fund Series 2019	Total Governmental Funds
<b>ASSETS</b>														
Cash	\$ 232,541	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 232,541
Investments														
Revenue	-	457,428	434,332	435,985	524,000	399,771	134	-	-	-	-	-	-	2,251,650
Reserve	-	648,206	652,500	481,322	403,162	320,366	165,100	-	-	-	-	-	-	2,670,656
Prepayment	-	24,756	170	-	2,879	-	-	-	-	-	-	-	-	27,805
Construction	-	-	-	-	-	-	-	292,080	441	86	2	38,805	3,342,880	3,674,294
Interest	-	-	-	-	-	-	109,425	-	-	-	-	-	-	109,425
Undeposited funds	533	-	-	-	-	-	-	-	-	-	-	-	-	533
Due from Developer: MI Homes	53,909	-	-	-	-	-	-	-	-	-	-	-	-	53,909
Due from other	723	-	-	-	-	-	-	-	-	-	-	-	-	723
Utility deposit	150	-	-	-	-	-	-	-	-	-	-	-	-	150
Total assets	<u>\$ 287,856</u>	<u>\$ 1,130,390</u>	<u>\$ 1,087,002</u>	<u>\$ 917,307</u>	<u>\$ 930,041</u>	<u>\$ 720,137</u>	<u>\$ 274,659</u>	<u>\$ 292,080</u>	<u>\$ 441</u>	<u>\$ 86</u>	<u>\$ 2</u>	<u>\$ 38,805</u>	<u>\$ 3,342,880</u>	<u>\$ 9,021,686</u>
<b>LIABILITIES</b>														
Liabilities:														
Accounts payable	\$ 49,279	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,279
Credit card payable	1,162	-	-	-	-	-	-	-	-	-	-	-	-	1,162
Due to Developer	101,119	-	-	-	-	-	-	-	-	-	-	-	-	101,119
Total liabilities	<u>151,560</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>151,560</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>														
Deferred receipts	53,909	-	-	-	-	-	-	-	-	-	-	-	-	53,909
Total deferred inflows of resources	<u>53,909</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>53,909</u>
<b>FUND BALANCES</b>														
Assigned:														
Restricted for														
Debt service	-	1,130,390	1,087,002	917,307	930,041	720,137	274,659	-	-	-	-	-	-	5,059,536
Capital projects	-	-	-	-	-	-	-	292,080	441	86	2	38,805	3,342,880	3,674,294
Unassigned	82,387	-	-	-	-	-	-	-	-	-	-	-	-	82,387
Total fund balances	<u>82,387</u>	<u>1,130,390</u>	<u>1,087,002</u>	<u>917,307</u>	<u>930,041</u>	<u>720,137</u>	<u>274,659</u>	<u>292,080</u>	<u>441</u>	<u>86</u>	<u>2</u>	<u>38,805</u>	<u>3,342,880</u>	<u>8,816,217</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 233,947</u>	<u>\$ 1,130,390</u>	<u>\$ 1,087,002</u>	<u>\$ 917,307</u>	<u>\$ 930,041</u>	<u>\$ 720,137</u>	<u>\$ 274,659</u>	<u>\$ 292,080</u>	<u>\$ 441</u>	<u>\$ 86</u>	<u>\$ 2</u>	<u>\$ 38,805</u>	<u>\$ 3,342,880</u>	<u>\$ 8,967,777</u>

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - on-roll	\$ -	\$ -	\$2,685,158	0%
Assessment levy - off-roll O&M	-	-	541,505	0%
Trash collection assessments	1,976	1,976	48,963	4%
Commercial shared costs	-	-	81,785	0%
Program revenue	1,383	1,383	15,000	9%
Interest	-	-	2,500	0%
Miscellaneous	-	-	9,600	0%
Total revenues	<u>3,359</u>	<u>3,359</u>	<u>3,384,511</u>	0%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management	3,506	3,506	42,070	8%
Legal	-	-	30,000	0%
Engineering	-	-	5,000	0%
Assessment administration	833	833	10,000	8%
Audit	-	-	4,570	0%
Arbitrage rebate calculation	-	-	3,000	0%
Dissemination agent	1,083	1,083	13,000	8%
Trustee	-	-	26,937	0%
Telephone	21	21	250	8%
Postage	25	25	1,500	2%
Printing & binding	167	167	2,000	8%
Legal advertising	592	592	3,500	17%
Annual special district fee	-	-	175	0%
Insurance	5,810	5,810	5,668	103%
Other current charges	219	219	3,500	6%
Office supplies	-	-	500	0%
Website				N/A
Hosting & maintenance	-	-	705	0%
ADA compliance	-	-	200	0%
Property taxes	-	-	687	0%
Property appraiser & tax collector	-	-	55,941	0%
Total professional & administrative	<u>12,256</u>	<u>12,256</u>	<u>209,203</u>	6%
<b>Field operations</b>				
Contract services				
Field services	2,360	2,360	28,325	8%
Landscape maintenance	2,898	2,898	1,521,000	0%
Landscape consulting	4,250	4,250	51,000	8%
Landscape arbor care	-	-	20,000	0%
Wetland maintenance	550	550	24,168	2%
Wetland edge maintenance	-	-	8,248	0%
Wetland mitigation reporting	-	-	4,500	0%
Lake maintenance	-	-	94,000	0%
Community trash hauling	16,639	16,639	198,660	8%
Repairs & maintenance				
Repairs - general	-	-	15,000	0%
Operating supplies	987	987	8,000	12%
Plant replacement	-	-	70,000	0%

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
Playground mulch	-	-	7,200	0%
Fertilizer/chemicals	-	-	15,000	0%
Irrigation repairs	-	-	30,000	0%
Irrigation monitoring	-	-	2,280	0%
Security/alarms/repair	-	-	1,000	0%
Road & sidewalk	-	-	15,000	0%
Common area signage	-	-	3,000	0%
Bridge & deck maintenance	500	500	30,000	2%
Pressure washing	-	-	3,000	0%
Utilities - common area				
Electric	1,566	1,566	9,000	17%
Streetlights	10,293	10,293	326,340	3%
Irrigation - reclaimed water	-	-	85,000	0%
Gas	23	23	350	7%
Recreation facilities				
Amenity management staff/contract	19,782	19,782	297,662	7%
Office supplies	1,211	1,211	1,000	121%
Janitorial	1,033	1,033	14,040	7%
Pool cleaning	-	-	26,280	0%
Pool repairs & maintenance	2,490	2,490	2,500	100%
Pool fence & gate	-	-	2,000	0%
Pool - electric	1,976	1,976	22,000	9%
Pool - water	-	-	10,000	0%
Pool permits	-	-	705	0%
Pest services	-	-	500	0%
Insurance	43,891	43,891	41,000	107%
Cable/internet/telephone	492	492	7,000	7%
Access cards	-	-	5,500	0%
Activities	4,334	4,334	28,000	15%
Recreational repairs	-	-	5,000	0%
Pool signage	24	24	1,000	2%
Holiday decorations	6,000	6,000	15,000	40%
Other				
Contingency	-	-	20,000	0%
Total field operations	<u>121,299</u>	<u>121,299</u>	<u>3,069,258</u>	4%
Total expenditures	<u>133,555</u>	<u>133,555</u>	<u>3,278,461</u>	4%
Net increase/(decrease) of fund balance	(130,196)	(130,196)	106,050	
Fund balance - beginning (unaudited)	212,583	212,583	-	
Fund balance - ending (projected)	<u>\$ 82,387</u>	<u>\$ 82,387</u>	<u>\$ 106,050</u>	

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND SERIES 2015 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Special assessments	\$ -	\$ -	\$ 662,901	0%
Interest	4	4	50	8%
Total revenues	<u>4</u>	<u>4</u>	<u>662,951</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - 11/1	-	-	185,000	0%
Interest - 11/1	-	-	229,147	0%
Interest - 5/1	-	-	225,794	0%
Tax collector	-	-	13,810	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>653,751</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	4	4	9,200	
Beginning fund balance (unaudited)	<u>1,130,386</u>	<u>1,130,386</u>	<u>1,101,599</u>	
Ending fund balance (projected)	<u><u>\$1,130,390</u></u>	<u><u>\$1,130,390</u></u>	<u><u>\$1,110,799</u></u>	

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND SERIES 2015A BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - on-roll	\$ -	\$ -	\$ 510,550	0%
Assessment levy: off-roll	-	-	152,702	0%
Interest	4	4	-	N/A
Total revenues	<u>4</u>	<u>4</u>	<u>663,252</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - 11/1	-	-	165,000	0%
Interest - 11/1	-	-	241,750	0%
Interest - 5/1	-	-	238,244	0%
Tax collector	-	-	10,637	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>655,631</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	4	4	7,621	
Beginning fund balance (unaudited)	<u>1,086,998</u>	<u>1,086,998</u>	<u>1,085,149</u>	
Ending fund balance (projected)	<u><u>\$1,087,002</u></u>	<u><u>\$1,087,002</u></u>	<u><u>\$1,092,770</u></u>	

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND SERIES 2016 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - on-roll	\$ -	\$ -	\$ 655,667	0%
Interest	4	4	-	N/A
Total revenues	<u>4</u>	<u>4</u>	<u>655,667</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - 11/1	-	-	190,000	0%
Interest - 11/1	-	-	225,125	0%
Interest - 5/1	-	-	221,800	0%
Tax collector	-	-	13,660	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>650,585</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	4	4	5,082	
Beginning fund balance (unaudited)	<u>917,303</u>	<u>917,303</u>	<u>913,944</u>	
Ending fund balance (projected)	<u><u>\$ 917,307</u></u>	<u><u>\$ 917,307</u></u>	<u><u>\$ 919,026</u></u>	



**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND SERIES 2017 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - on-roll	\$ -	\$ -	\$ 718,962	0%
Assessment levy: off-roll	-	-	97,366	0%
Interest	3	3	-	N/A
Total revenues	<u>3</u>	<u>3</u>	<u>816,328</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - 11/1	-	-	225,000	0%
Interest - 11/1	-	-	286,272	0%
Interest - 5/1	-	-	282,194	0%
Tax collector	-	-	14,978	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>808,444</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	3	3	7,884	
Fund balance:				
Net increase/(decrease) in fund balance	3	3	7,884	
Beginning fund balance (unaudited)	<u>930,037</u>	<u>930,038</u>	<u>932,467</u>	
Ending fund balance (projected)	<u><u>\$ 930,040</u></u>	<u><u>\$930,041</u></u>	<u><u>\$ 940,351</u></u>	

**TSR**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND SERIES 2018 BONDS**  
**STATEMENT OF REVENUES, EXENDITURES,**  
**AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - on-roll	\$ -	\$ -	\$ 390,252	0%
Assessment levy: off-roll	-	-	258,754	0%
Interest	1	1	-	N/A
Total revenues	<u>1</u>	<u>1</u>	<u>649,006</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - 11/1	-	-	155,000	0%
Interest - 11/1	-	-	240,822	0%
Interest - 5/1	-	-	237,722	0%
Tax collector	-	-	8,130	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>641,674</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	1	1	7,332	
Beginning fund balance (unaudited)	<u>720,136</u>	<u>720,136</u>	<u>720,421</u>	
Ending fund balance (projected)	<u>\$ 720,137</u>	<u>\$ 720,137</u>	<u>\$ 727,753</u>	

<sup>1</sup>The budgeted amount shown here is reflected as the budgeted bond proceeds amount in the FY 2020 GMS budget, however, it is reflected as the budgeted special assessments amount in the FY 2020 GMS financial statements.

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND SERIES 2019 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>		
Assessment levy - on-roll	\$ -	\$ -
Assessment levy: off-roll	-	-
Interest	<u>1</u>	<u>1</u>
Total revenues	<u>1</u>	<u>1</u>
<b>EXPENDITURES</b>		
<b>Debt service</b>		
Interest - 11/1	-	-
Interest - 5/1	-	-
Tax collector	-	-
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	1	1
<b>OTHER FINANCING SOURCES/(USES)</b>		
Transfers out	<u>(1)</u>	<u>(1)</u>
Total other financing sources/(uses)	<u>(1)</u>	<u>(1)</u>
Fund balance:		
Net increase/(decrease) in fund balance	-	-
Beginning fund balance (unaudited)	<u>274,659</u>	<u>274,659</u>
Ending fund balance (projected)	<u><u>\$274,659</u></u>	<u><u>\$ 274,659</u></u>

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL PROJECTS FUND SERIES 2015 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 1	\$ 1
Total revenues	1	1
<b>EXPENDITURES</b>		
<b>Debt service</b>		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	1	1
Beginning fund balance (unaudited)	292,079	292,079
Ending fund balance (projected)	\$ 292,080	\$292,080

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL PROJECTS FUND SERIES 2015A BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
<b>EXPENDITURES</b>	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Beginning fund balance (unaudited)	441	441
Ending fund balance (projected)	<u><u>\$ 441</u></u>	<u><u>\$ 441</u></u>

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL PROJECTS FUND SERIES 2016 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
<b>EXPENDITURES</b>	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Beginning fund balance (unaudited)	86	86
Ending fund balance (projected)	<u><u>\$ 86</u></u>	<u><u>\$ 86</u></u>

**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL PROJECTS FUND SERIES 2017 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>	 <u>-</u>	 <u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 - -
Beginning fund balance (unaudited)	2	2
Ending fund balance (projected)	<u><u>\$ 2</u></u>	<u><u>\$ 2</u></u>

**TSR**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND SERIES 2018 BONDS**  
**STATEMENT OF REVENUES, EXENDITURES,**  
**AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year To Date
<b>REVENUES</b>	\$ -	\$ -
Total revenues	-	-
<b>EXPENDITURES</b>	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Beginning fund balance (unaudited)	38,805	38,805
Ending fund balance (projected)	\$ 38,805	\$ 38,805



**TSR  
COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL PROJECTS FUND SERIES 2019 BONDS  
STATEMENT OF REVENUES, EXENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDING OCTOBER 31, 2020**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 14	\$ 14
Total revenues	14	14
<b>EXPENDITURES</b>		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	14	14
<b>OTHER FINANCING SOURCES/(USES)</b>		
Transfers in	1	1
Total other financing sources/(uses)	1	1
Net change in fund balance	15	15
Beginning fund balance (unaudited)	3,342,865	3,342,865
Ending fund balance (projected)	\$3,342,880	\$3,342,880

**TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

**9A**

**DRAFT**

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The TSR Community Development District held a Landowners' Meeting on November 4, 2020, at 9:00 a.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556.

**Present were:**

Mike Liquori	Chair
Matt Call	Vice Chair
Tim Green	Assistant Secretary

**Also present, were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson (via telephone)	District Counsel
Mary Ellen Camella	Supervisor-Elect
Jason Silver	Supervisor-Elect

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:01 a.m.

**SECOND ORDER OF BUSINESS**

**Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**THIRD ORDER OF BUSINESS**

**Election of Chair to Conduct Landowners' Meeting**

All in attendance agreed to Mr. Adams serving as Chair to conduct the Landowners' meeting.

**FOURTH ORDER OF BUSINESS**

**Election of Supervisor [SEAT 4]**

**A. Nominations**

40 Mr. Liquori nominated the following:

41 Seat 4 Timothy Green

42 No other nominations were made.

43 **B. Casting of Ballots**

44 **I. Determine Number of Voting Units Represented**

45 A total of 553 voting units were represented.

46 **II. Determine Number of Voting Units Assigned by Proxy**

47 A total of 553 voting units were represented by proxy, as follows:

48 Homes by West Bay, LLC 227 votes Tim Green (Proxy Holder)

49 MI Homes of Tampa, LLC 152 votes Tim Green (Proxy Holder)

50 WS-TSR LLC 174 votes Michael Liquori (Proxy Holder)

51 Ballots were cast, as follows, with Mr. Green receiving all available votes:

52 Seat 4 Timothy Green 553 votes

53 **C. Ballot Tabulation and Results**

54 Mr. Adams reported the following ballot tabulation, results and term length:

55 Seat 4 Timothy Green 553 votes 4-year Term

56

57 **FIFTH ORDER OF BUSINESS**

**Landowners' Questions/Comments**

58

59 There being no Landowners' questions or comments, the next item followed.

60

61 **SIXTH ORDER OF BUSINESS**

**Adjournment**

62

63 There being no further business to discuss, the meeting adjourned at 9:04 a.m.

64

65

66

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

**9B**

**DRAFT**

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District will hold a Regular Meeting on November 4, 2020, immediately following the Landowners' Meeting scheduled to commence at 9:00 a.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556. Members of the public may participate in this meeting, as well as for the duration of Phase 3 of the COVID-19 Emergency, by calling 1-888-354-0094, Conference ID: 8593810.

**Present were:**

Mike Liquori	Chair
Matt Call	Vice Chair
Tim Green	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson	District Counsel
Brian Wilkes	District Engineer
Mark Yahan	Sunscape
Sidney Manas (via telephone)	WTS Starkey Ranch Lifestyle Director
Katie Chandler	WTS
Mary Ellen Comella	Supervisor-Elect
Jason Silber	Supervisor-Elect

**Residents present were:**

Cameron Spears	Bob Comella	Krzysztof Rzymiski
Edward Bodden	Mike Youdai	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:04 a.m. Supervisors Liquori, Call and Green were present. Supervisor Tripp was not present. One Seat was vacant.

40 **SECOND ORDER OF BUSINESS** **Public Comments [3 minutes per person]**

41  
42 Resident Edward Bodden asked if there would be a resident roll call. Mr. Adams stated  
43 Staff records the names all meeting attendees and identifies residents who make comments.  
44

45 **THIRD ORDER OF BUSINESS** **Administration of Oath of Office to Newly**  
46 **Elected Supervisors [SEATS 3, 4 & 5] (*the***  
47 ***following to be provided in a separate***  
48 ***package*)**  
49

50 Mr. Adams stated only the Supervisor in Seat 4 would be sworn in today. Since Seats 3  
51 and 5 were elected through the General Election, under the law, the elected Supervisors would  
52 be sworn in at the next meeting.

53 Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath  
54 of Office to Mr. Green, who received a total of 553 votes at the Landowners' Election. He  
55 provided and briefly explained the following items:

- 56 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- 57 **B. Membership, Obligations and Responsibilities**
- 58 **C. Chapter 190, Florida Statutes**
- 59 **D. Financial Disclosure Forms**
  - 60 **I. Form 1: Statement of Financial Interests**
  - 61 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - 62 **III. Form 1F: Final Statement of Financial Interests**
- 63 **E. Form 8B: Memorandum of Voting Conflict**

64  
65 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**  
66 **Canvassing and Certifying the Results of**  
67 **the Landowners' Election of Supervisors**  
68 **Held Pursuant to Section 190.006(2),**  
69 **Florida Statutes, and Providing for an**  
70 **Effective Date**  
71

72 Mr. Adams presented Resolution 2021-02 and reiterated that Mr. Green received a total  
73 of 553 votes at the Landowners' Election.



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**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Resolution 2021-02, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-03, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the TSR Community Development District, and Providing for an Effective Date**

Mr. Adams presented Resolution 2021-03. He noted that the two elected to Seats 3 and 5 could not, by law, take their seats until November 17, 2020. Mr. Liquori nominated the existing slate of officers, as follows:

Mike Liquori	Chair
Matt Call	Vice Chair
Chuck Adams	Secretary
Tripp Berlinsky	Assistant Secretary
Timothy Green	Assistant Secretary
Vacant	Assistant Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

No other nominations were made.

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Resolution 2021-03, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the TSR Community Development District, and Providing for an Effective Date, as nominated, was adopted.**

109 **SIXTH ORDER OF BUSINESS****Discussion: Landscaping Improvement in  
Open Space Next to 3100 Barbour Trail**

110

111

112 Mr. Adams stated that the Sixth and Seventh Orders of Business were requested by  
113 Resident Krzysztof Rzymiski. He asked Mr. Rzymiski to address the Board.

114 Referencing photographs, Mr. Rzymiski voiced his opinion that the public open space

115 next to his home is an eyesore and, although he brought it to the landscapers' and

116 Management's attention, the space is still overrun with weeds, has several patchy areas and is

117 not consistent with the standards of other parts of the community. He asked the Board to

118 consider long-term maintenance solutions for the parks and open spaces and to replace the

119 grass with zoysia grass.

120 Mrs. Adams stated she recently received a proposal for partial replacement of some of

121 the worst areas but, at the last meeting, it was determined that there were more pressing

122 priorities and the landscaping would be delayed. Ms. Comella stated that she toured the open

123 space and other pocket parks and concurred that those areas are not up to par with Starkey

124 Ranch. She suggested identifying areas in need of maintenance to bring them up to par for

125 inclusion in the budget. Discussion ensued regarding maintenance costs, how the areas were

126 platted, the best grasses for high-intensity foot traffic, dollar weed, irrigation and tree lawns.

127 Mr. Adams stated Staff would inspect the areas, secure options to remedy the landscaping

128 issues and report the findings at the next meeting.

129

130 **SEVENTH ORDER OF BUSINESS****Discussion: Traffic Calming Plan on Barbour  
Trail**

131

132

133 Mr. Rzymiski expressed his opinion that the recently completed road and bridge work on  
134 the northern part of Barbour Trail resulted in increased speeding by construction vehicles. He  
135 requested the following three traffic calming items to prevent accidents:

136 1. Install signage at the beginning of Barbour Trail and the intersection of Rangeland Traffic  
137 Circle stating that construction traffic is not allowed in the area.

138 2. Ask the builders to inform all contractors of the speed limit and for them to use  
139 Rangeland instead of the southern part of Barbour Trail.

140 3. Transfer ownership of the roadway to Pasco County so that other mitigation options  
141 could be considered.

142 Mr. Liquori stated Staff would act on the first two requests. He asked Ms. Willson to  
143 address transfer of ownership. Ms. Willson stated several of the District's roads were in the  
144 process of being conveyed to the County. She would check the status of the northern portion of  
145 Barbour Trail and report her findings at the next meeting. Mr. Adams stated Management  
146 would urge the builder to install temporary signs addressing construction traffic.

147

148 **EIGHTH ORDER OF BUSINESS**

**Consideration of Draft Final Plat for  
149 Esplanade at Starkey Ranch Phase 4**

150

151 Ms. Willson presented the Draft Final Plat for Esplanade at Starkey Ranch, Phase 4. The  
152 homebuilder requested inclusion of this item on the agenda and asked for Board approval, with  
153 the incorporation of comments by the District Engineer and District Counsel, if any, and  
154 authorizing the Chair to sign. In response to Mr. Liquori's question regarding the bond issuance,  
155 Ms. Willson stated she would work with Management to ensure the final plat matches the  
156 correct number of lots for the bond issuance.

157

158 **On MOTION by Mr. Liquori and seconded by Mr. Green, with all in favor, the**  
159 **Draft Final Plat for Esplanade at Starkey Ranch Phase 4, in substantial form,**  
160 **and authorizing the Chair to execute, was approved.**

161

162

163 **NINTH ORDER OF BUSINESS**

**Consideration of First Amendment to  
164 Sunscape Consulting, Inc., Landscape  
165 Management Agreement**

166

167 Mr. Adams presented the First Amendment to Sunscape Consulting, Inc., Landscape  
168 Management Agreement. The contract was updated to reflect an adjustment in pricing due to a  
169 change in the scope; the start date would be retroactive to October 1, 2020. Discussion ensued  
170 regarding the Agreement, the budget, the Developer and subsidies.

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**On MOTION by Mr. Liquori and seconded by Mr. Green, with all in favor, the First Amendment to Sunscape Consulting, Inc., Landscape Management Agreement, was approved.**

Mr. Adams presented a proposal by Florida Natives Nursery, Inc., for \$67,800, for mitigation site maintenance and monitoring of weeds, exotics and invasives for three years.

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**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the Florida Natives Nursery, Inc., proposal, in the amount of \$67,800 for three years, was approved.**

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**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of September 30, 2020**

Mr. Adams presented the Unaudited Financial Statements as of September 30, 2020.

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**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the Unaudited Financial Statements as of September 30, 2020, were accepted and closing out the Construction Funds for the Series 2015A, 2016 and 2017 bonds, pending Engineering certification, was approved.**

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**ELEVENTH ORDER OF BUSINESS**

**Approval of October 14, 2020 Virtual Public Hearing and Regular Meeting Minutes**

Mr. Adams presented the October 14, 2020 Virtual Public Hearing and Regular Meeting Minutes. The following changes were made:

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Line 26 and throughout: Change "Camilla" to "Comella"

Line 44: Change "landscaping at Golden Rod by" to "Golden Rod landscaping on"

Lines 46 and 49: Change "Knight's Star Trail" to "Night Star Trail"

Lines 103 and 120: Change "Mr. Liquori" to "Mr. Call"

Line 173: Change "palm" to "pine"

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**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the October 14, 2020 Virtual Public Hearing and Regular Meeting Minutes, as amended, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Hopping Green & Sams, P.A.***

Ms. Willson reported the following:

➤ The Governor’s Executive Orders expired and in-person meetings would be occurring, with adequate social distancing.

➤ Staff would continue working with the County to make sure that all roadways are properly conveyed.

**B. District Engineer: *Heidt Design, LLC***

Mr. Wilkes reported the following:

➤ Staff was working with Pasco County Staff regarding the roadway conveyances.

➤ Staff was in the process of obtaining quotes for conservation M11-A repairs.

➤ The map would be finalized with the graphics team tomorrow and he would forward it upon completion.

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

**I. Discussion: Electronic Agenda vs. Hardcopy**

The Board wished to receive a hardcopy of the agenda.

**II. NEXT MEETING DATE: December 9, 2020 at 5:00 p.m.**

Mr. Adams inquired about whether to cancel the next meeting or move it to December 2<sup>nd</sup> or 16<sup>th</sup>. The Board decided to reschedule the next meeting to December 2, 2020.

**• QUORUM CHECK**

**D. Lifestyle Director & Amenity Manger: *WTS International***

Ms. Manas reviewed the WTS Monthly Report.

**I. Pocket Park Event Use Request Form**

Ms. Manas stated that the intention of the request form is for Staff to have a record of who is using the space and when and to make sure they have proper documentation, such as

238 vendor insurance. Discussion ensued regarding the request form, the pocket park reservation  
239 process, insurance, CDD rules, liability and revising the language of the request form. Mr.  
240 Liquori suggested tabling this item to the next meeting to make sure that all necessary  
241 information is included on the request form.

242 **II. Pressure Washer Options**

243 Ms. Manas presented the following options:

244 Option 1: Utilize a pressure washer with a 100-gallon tank that would work in  
245 conjunction with the previously-approved 5'x10' trailer attached to the back of a gator.

246 Option 2: Utilize a trailer pressure washer mounted on the back of the gator.

247 Discussion ensued regarding the options, the trailer, the flatbed and storage space.

248

249 **On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Option 1**  
250 **for pressure washing the common areas, was approved.**

251

252

253 **III. Pool Resurfacing**

254 Ms. Manas presented three quotes, presented photographs and discussed the  
255 references and pool construction. Discussion ensued. The Board's consensus was to postpone  
256 resurfacing to the next fiscal year and patch areas in the interim.

257 **E. Operations Manager: *Wrathell, Hunt and Associates, LLC***

258 Mrs. Adams reported the following:

259 ➤ The November mulching was postponed to a later date due to availability of product.

260 ➤ The Davey Tree contract was revised and executed. The project would commence in  
261 November with the second phase scheduled in March.

262 ➤ Staff received a \$53,000 quote from RIPA for the conservation M11-A washout required  
263 repair and is in the process of securing an additional quote.

264 ➤ SOLitude commenced required Sonar treatments on Huckleberry Pond on October 12<sup>th</sup>.

265 Mr. Call stated, regarding the landscaping work orders, he coordinated with Down to  
266 Earth Landscaping (DTE) about the enhancements discussed at the last meeting and agreed on  
267 a \$23,000 final scope of work. The proposals were forwarded to Management for execution.

268 **THIRTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

269 Discussion ensued regarding the maintenance of the roads, the weeds and pine trees.

270

271 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**

272

273 There being no further business to discuss, the meeting adjourned.

274

275 **On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the**  
276 **meeting adjourned at 10:34 a.m.**

277

278

279

280

281

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

282  
283  
284  
285  
286  
287

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Secretary/Assistant Secretary

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Chair/Vice Chair



**TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

**10C**

**TSR COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE**

**LOCATION**

*Cunningham Park, 12131 Rangeland Blvd., Odessa, Florida 33556*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 14, 2020</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
Join Zoom Meeting: <a href="https://us02web.zoom.us/j/88999391957">https://us02web.zoom.us/j/88999391957</a> Meeting ID: <b>889 9939 1957</b> Dial by your location: <b>1-929-205-6099</b> Meeting ID: <b>889 9939 1957</b>		
<b>November 4, 2020*</b>	<b>Landowners' Meeting &amp; Regular Meeting</b>	<b>9:00 AM</b>
<b>December 2, 2020</b>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>December 9, 2020,</b> <i>rescheduled to December 2, 2020</i>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>January 13, 2021</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>February 10, 2021</b>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>March 10, 2021</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>April 13, 2021</b>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>May 12, 2021</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>June 9, 2021</b>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>July 13, 2020</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>August 11, 2021</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>September 14, 2021</b>	<b>Public Hearing and Regular Meeting</b>	<b>9:00 AM</b>

**\*Exception:**

*November date is one week earlier to accommodate Veteran's Day holiday*

**TSR**

**COMMUNITY DEVELOPMENT DISTRICT**

**7D**

# MONTHLY SUMMARY REPORT



W T S  
INTERNATIONAL

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November 2020

Submitted by:

Sydney Manas, Lifestyle Director

Alex Murphy, Operations Director



Starkey  
RANCH

Where life takes root.

# PROGRAMMING

Reflection on November 2020 programming:

- ✓ We took advantage of the cooler weather this month with lots of outdoor programming.
- ✓ Read aloud went back to Homestead Park on Monday mornings, bringing out lots of little ones for reading and play time.
- ✓ Our Teen Bonfire was a lot of fun with campfire stories and s'mores.
- ✓ Movie in the Park was a huge success with around 300 residents in attendance.
- ✓ Starkey Ranch residents donated to our drive and totaled over 850 pounds of food and lots of toys to Metropolitan Ministries.



## AMENITIES & OPERATIONS



Starkey  
RANCH

*Where life takes root.*

ITEM	STATUS	CONCLUSION
Window shade repair at Cunningham Hall	In Progress	Vendor has been out to take a look and will reschedule next site visit to complete repairs.
Trailer and pressure washer for in house maintenance team.	In Progress	Pressure washer has been delivered. Trailer is ordered but not yet on site.
AC at Homestead Park Pool bathrooms	In progress	Womens' room restrooms are back up and running. Mens' room in progress.
Damage to playground equipment at Homestead Park	In progress	Repair is scheduled for December 7 <sup>th</sup> .
Holiday lighting display and installation	Complete	Starkey Ranch is lit up for the 2020 Holiday season!

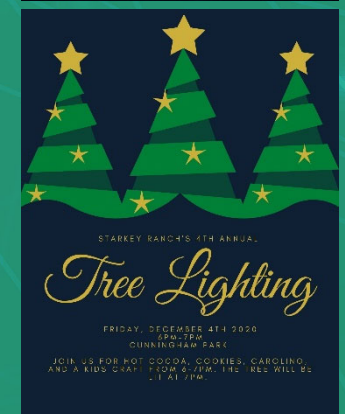
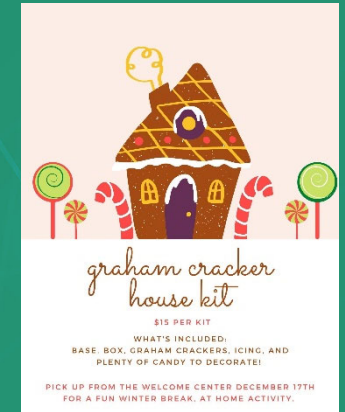
## RESIDENT CONNECTIONS

POSITIVE (+) OR NEGATIVE (-)	RESIDENT E-MAIL FEEDBACK	ACTION TAKEN / RESPONSE
+/-	<p>“Awesome events coming up. Thank you.</p> <p>Can you also do an Adult Backyard Bonfire?”</p>	<p>“This is an awesome idea, thank you! We will add it to the calendar for early next year.”</p>
+	<p>“Thank you for bringing in CVS for flu shots I hope you bring them back for more like shingles etc. &amp; earlier in the season for flu shots next year</p> <p>Much appreciated.”</p>	<p>“We are so glad you utilized the flu shot clinic. CVS was wonderful to work with and we look forward to having them back in the future. Thank you for reaching out.”</p>



# FORECAST

December 2020 Upcoming Virtual & Physical Programing	DATE(S)
Read aloud	December 7 & 21
Tree Lighting	December 4
Holiday Photos	December 5
Holiday Mixology	December 11
Movie in the Park	December 12
Craft kit pickup - Gingerbread House	December 17
Jingle Jog 5k & 1 mile fun run	December 19
Zumba	Every Tuesday
Yoga	Every Monday & Wednesday



Professionally Managed By:

**WTS** INTERNATIONAL







Starkey  
UNIVERSITY  
OF THE SOUTH





# TSR Community Development District Pocket Park Event Use Request

## REQUESTOR INFORMATION

**Full Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
Street Address Apartment/Unit #

**Home Phone** ( ) \_\_\_\_\_ **Alternate Phone** ( ) \_\_\_\_\_

**E-mail** \_\_\_\_\_

## EVENT INFORMATION

**Event Description** \_\_\_\_\_

**Date Desired** \_\_\_\_\_ **Alternate Date** \_\_\_\_\_

**Start Time (includes set up)** \_\_\_\_\_  a.m.  p.m.

**End Time (includes clean up)** \_\_\_\_\_  a.m.  p.m.

**Expected Attendance** \_\_\_\_\_

**Will Commercial vendors be contracted:**  Yes  No

**If yes, please specify where specifically in the park rented equipment and vendors will set up:**  
 \_\_\_\_\_

**Who will set up any rented equipment:** \_\_\_\_\_

**Pocket Park requested:**  1. Monroe Commons  2. Heart Pine Parks  3. Chapin & Lyon Pine  4. Riders & Lyon Pine  
 5. Night Star & Barbour  6. Barbour N  7. Barbour S

See map attached for location details. Requestor is encouraged to request pocket park adjacent to their home address.

## STATEMENT OF UNDERSTANDING AND WAIVER OF LIABILITY

I, the undersigned, have read and agree to follow the Pocket Park Use Procedures & Policies for hosting an event at the pocket parks.

I also understand and agree that I am solely responsible for any liability resulting from the use of the TSR Community Development District ("District") property and facilities by myself and/or my guests. I hereby release, indemnify, and hold harmless the TSR Community Development District, its employees, contractors, and affiliates, from, and against any and all claims, demands, actions, causes of actions, suits, liabilities, damages, losses and costs of any kind or nature, including attorneys' fees, costs and expenses, arising from the use of the District property and facilities.

**I have also read and understand the adopted Amenity Policies of the TSR Community Development District.**

\_\_\_\_\_  
 Renter Signature Date

\_\_\_\_\_  
 Printed Name

## OFFICE USE ONLY

Application Received by: \_\_\_\_\_ on \_\_\_\_\_

\_\_\_\_\_ Resident or non-resident user \_\_\_\_\_ Requestor Notified via email by \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_ Event Approved \_\_\_\_\_ Event Denied (Reason: \_\_\_\_\_)

Notes: \_\_\_\_\_



## TSR Community Development District Pocket Park Use Procedures & Policies

### **Procedures**

Requests may be made by following the procedures below:

1. Complete and submit the Request Form to the Welcome Center or send to **amenityrentals@starkeyranch.com**.
2. Rental reservations may be requested 2-4 months in advance.
3. Please allow seven (7) business days for the Amenity Manager's office to communicate with you.
4. The requestor must confirm all plans with the amenity manager 30 days prior to the facilities use. Adjustments to the reservation cannot be made within 10 days of the reservation date. The amenity manager will determine whether confirmation will require a one on one meeting with the resident.

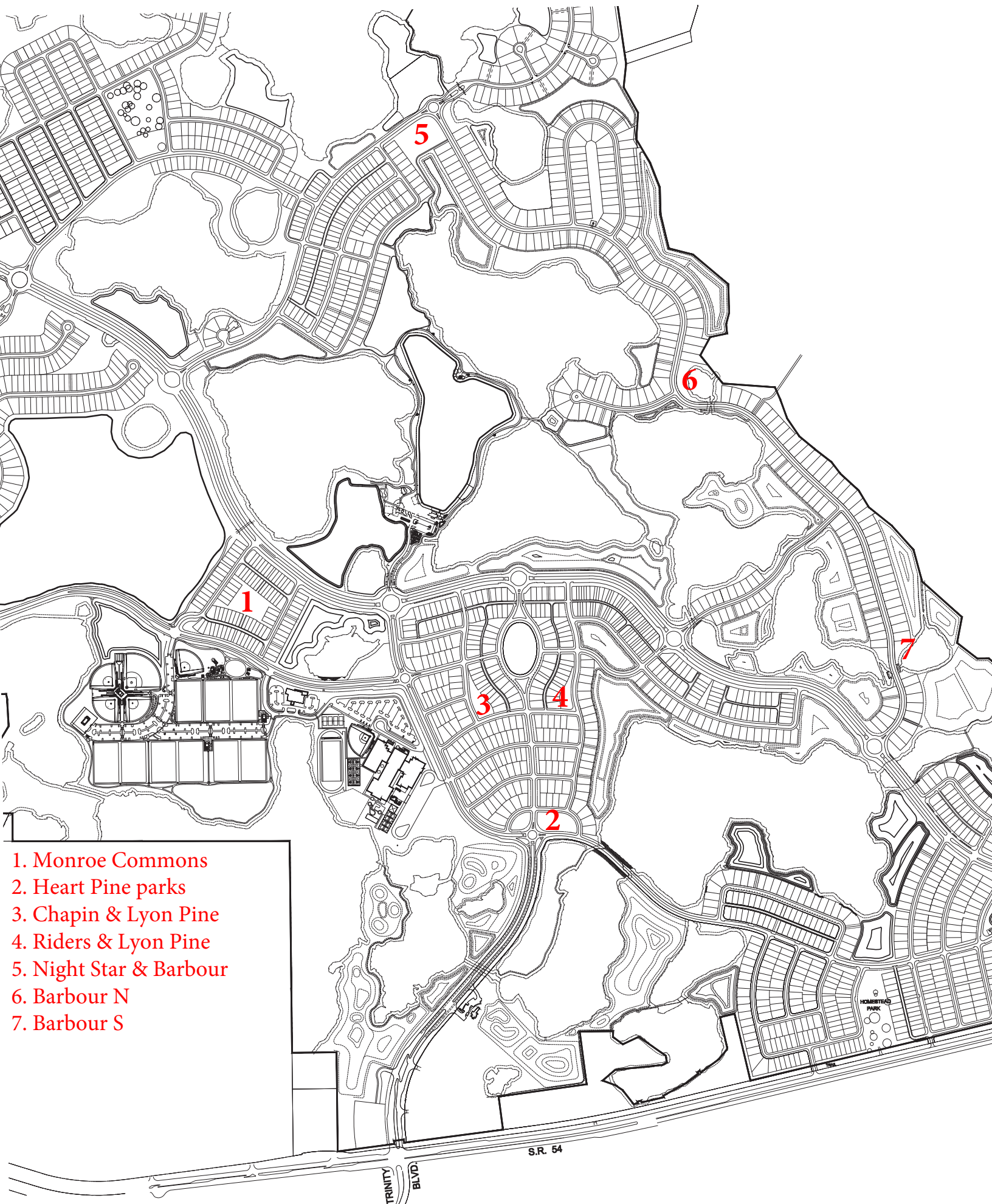
### **General Usage Guidelines**

- Residents or non-resident users of Starkey Ranch and over the age of 18 are eligible for amenity rental privileges.
- The amenities may be scheduled for use for approved programs and events planned by the Lifestyle Office as well as CDD and HOA events. These events take precedence over individual resident use.
- Residents and their guest must follow all amenity policies and procedures.
- All parks are open from dawn to dusk, park usage must remain within this time frame.
- ALL decorations and trash inside and outside the facility must be removed prior to vacating the premises, immediately following the event.
- Neither admission fees nor any fund transfers which might be construed as admission fees whatsoever shall be collected by the requestor.
- The requestor will be in attendance throughout the entire length of the event.
- Amplified music of any kind is not permitted.
- Please abide by good neighbor policies for noise and hours of use.
- Parks are not reservable for exclusive use. This is a common area, and neighbors will still have access.
- The Amenity Manager must approve any bounce house rental or any other vendor or commercial usage and proper proof of insurance must be submitted to the office prior to utilization. This includes all outside commercial vendors.

Insurance must be for a minimum of \$1M per occurrence and list the following under "Additional Insured:"

TSR Community Development District  
c/o Wrathell, Hunt and Associates, LLC  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431

- No wet inflatables may be used.
- Use of inflatables should be supervised by a responsible adult aware of the appropriate use, associated hazards, and safety precautions
- Power and water may not be available in all pocket parks.



- 1. Monroe Commons
- 2. Heart Pine parks
- 3. Chapin & Lyon Pine
- 4. Riders & Lyon Pine
- 5. Night Star & Barbour
- 6. Barbour N
- 7. Barbour S

TRINITY BLVD.  
S.R. 54

HOMESTEAD PARK