

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on August 11, 2021, at 5:00 p.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556.

Present were:

Mike Liquori (via telephone)	Chair
Matt Call	Vice Chair
Mary Comella	Assistant Secretary
Jason Silber	Assistant Secretary
Tim Green	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams (via telephone)	Assistant District Manager
Alyssa Willson	District Counsel
Brian Wilkes (via telephone)	District Engineer
Renee Hlebak	WTS Starkey Ranch Lifestyle Director
Peter Soety	SunScape Consulting, Inc. (SCI)
Mark Yahn	SunScape Consulting, Inc. (SCI)

Residents present in person were:

Larry Sekely	Peter Carey	Sandeep Tapse	Nick Urena
Joy Vincent	Mike Hudak	John Pondel	Mike _____
Matt Mohr	Ricardo Rodriguez	Bruce Pedersen	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 5:06 p.m. Supervisors Call, Comella, Silber and Green were present, in person. Supervisor Liquori was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

Resident Larry Sekely recognized that mowing by Down-to-Earth (DTE) around the lake banks improved since his prior request but DTE's response to his work orders last month was

that DTE could not do any work until all areas are dry and safe. He shared photographs taken today where DTE left 6' strips from the edge of the bank down to the water, which, in his opinion, is not aesthetically pleasing. For these reasons, he felt that DTE is not doing a great job, overall, and that DTE is using the wrong equipment. He asked for the CDD's help in this matter.

Resident Peter Carey agreed with the comments about DTE's service and expressed his opinion that the grass and landscaping looked terrible. He asked why DTE does not mow from the pond to the sidewalk and trim from the sidewalk to the street at the same time, rather than in cycles, which results in one area being trimmed and the other overgrown. He advocated for a stop sign or something to be installed at Rangeland Boulevard and Rider's Pass, and suggested relocating the crossing light at the far end of the circle behind Publix to a new location, as there is typically no traffic in that area.

Resident Sandeep Tapse stated this was his first CDD meeting. He was representing other Starkey residents, and asked if the Board plans to set up cricket grounds, as players typically have to use the baseball or soccer field; cricket is growing in popularity in the U.S. He suggested an area near the park as a potential location and offered to provide field specs. Since the park is not located within the CDD, he was asked to contact Renee and then Lauren for future conversation.

Resident Nick Urena advocated to have a trail crossing installed by the Welcome Center to connect the paths. When asked if this was a second request, he replied affirmatively; his first request was not documented.

Resident Joy Vincent echoed the concerns regarding landscaping and asked where residents can find the long-range plans for Cunningham Park, with regard to its upkeep and the BMX part. She asked if residents can take part in the upkeep of the park, as she felt that the area was not being maintained properly.

Mr. Call offered to discuss her concerns in detail after the meeting and noted the bike trail was under construction. There was not a lot of information to provide because, as it was being built organically by the experts, it did not require engineering services. He directed her to Mike Cole's Natural Trail Building Instagram page to find out about its progress and noted the Developer would be reimbursed for the bike park, once it is certified and conveyed to the CDD. Ms. Willson stated that was pursuant to the Series 2019 bond documents and Acquisition

Agreement and referenced in the Engineer's Report. As these documents are not required to be posted on the CDD website, Ms. Vincent was instructed to submit a public records request to Mr. Adams. Mr. Adams stated that the CDD was working on a file record sharing program that allows access to CDD files, which would be implemented early next year.

Resident Mike Hudak, of Hudak Horizons Professional Lawn and Landscaping, suggested creating a Landscaping Committee to help the Board with ideas, hold DTE accountable and allow the Board time to address other issues that are not being addressed, such as his recent request for the garbage cans to be cleaned and for the sidewalks to be pressure washed. He believed that DTE had not edged, trimmed certain areas or mowed in over three weeks. He spoke to a few DTE workers and voiced his opinion that some are just "gliding by", while others are overworked. He felt that DTE was not servicing the community. He offered to serve on the Committee and suggested breaking down landscaping services and engaging separate landscape companies to landscape around the ponds, roadways, etc.

Mr. Soety stated that trimming, mowing and curb maintenance deficiencies were identified and DTE committed to add extra labor beginning this week and continue until all deficiencies are addressed. He discussed conversations with DTE about identifying deficiencies and providing extra labor; he received a strong commitment from DTE's upper-level management to correct these deficiencies timely. Mr. Hudak asked if the Board could dock payment to DTE. Mr. Adams stated the contract allowed tiered penalties but it would involve engaging a firm to detect the deficiencies. SCI suggested sending DTE notice to perform and cure the deficiencies and take aggressive action. The Board decided to wait and evaluate DTE's progress. Discussion ensued regarding breaking down landscaping services.

Resident John Pondel stated that the pocket park behind his residence on Bonfire Drive was covered with red ants and weeds. It was noted Taylor Morrison (TM engaged DTE to maintain that property, as it is not yet conveyed to the CDD.

Mr. Pondel asked that the overgrown bushes at Night Star Trail and Barbour Trail be addressed quickly as, in his opinion, the bushes obstruct the view of drivers. He was concerned about potential accidents and noted that he observed drivers on the wrong side of the road. Residents were encouraged to attend County Commission meetings to address speeding issues

as this is an ongoing topic in the CDD. The CDD is engaging an off-duty officer, as the County Sherriff is not addressing this matter, and the CDD cannot install stop signs on County Roads.

Discussion ensued regarding what would be the best long-term sustainable use for the pocket parks. Mr. Pondel suggested installing a playground and group gathering area. He was asked to present ideas to the Board.

Resident Monte Shuler asked for clarification about speed limit enforcement. Discussion ensued in which it was clarified that local off-duty officers can issue speeding tickets. Mr. Shuler identified a depression on Barbour Trail. Mr. Call stated it is on the list for repairs.

Resident Richard Rodriguez asked if, with school starting, there were plans to install a crosswalk at the Welcome Center off Lake Blanche Road. Mr. Call replied affirmatively and stated that the County issued the permits this morning; the process would take six months to extend Lake Blanche Road.

A resident wanted the pedestrian crosswalks in the community to be consistent. He noted that the ones near Lake Blanche Drive and Long Spur areas not illuminated and visibility is dangerous. He asked if the CDD makes recommendations of where to install crosswalks. He noted incorrect signage. The Lake Blanch Drive sign was just replaced today. He asked when re-striping around Lake Park and parking areas would be done. Mr. Call explained that this is a punch list item for the Developer to complete before conveying the roadways to the County, and to release the maintenance bond. In the future, the Board would have to decide if the CDD should take this task on, as the County probably will not have sufficient funds to do it frequently and the County's work would not be up to the CDD's standards.

Ms. Willson stated that she must review the Agreement but, typically, the CDD is allowed to do enhanced landscaping and beautification within the right-of-way (ROW) but the County maintains the roadway. She suggested the CDD work with the County to determine the County's standards and then possibly choose to take on additional enhancements.

Resident Matt Mohr provided historical information about Mr. Starkey purchasing land and asked the Board to consider asking the Developer to install signs in the sub-neighborhoods signifying the namesake of the Community, in each direction entering Homestead Park.

THIRD ORDER OF BUSINESS**Discussion: Purchase or Lease of the Welcome Center**

Mr. Call recalled the conversation and handout distributed at the last meeting and relayed the Developer's decision not to sell but rather lease the Welcome Center to the CDD. He suggested designating a Board Member to work with CDD Staff to negotiate reasonable lease terms. Mr. Silber was not in favor of leasing due to the costs, since the current usage needs do not warrant the entire space. He suggested the following options:

- The Developer could lease a portion of the facility to the CDD and rent the other part.
- The Developer could lease the property to the CDD and allow the CDD to sublet the other part.

Neither option would be long term, as the CDD will need to build offices, storage and parking facilities in the future. Ms. Willson suggested that the Board prepare general parameters for the point person to use to prevent it not being approved by the majority of the Board. Mr. Call noted that the facility is a free-standing structure, not a trailer, and the Developer had not charged for its use until now, in its request for the CDD to pay some overhead costs.

Board Member specialties and the need to answer resident calls, were discussed.

Mr. Call clarified that Pasco County will run District Park and building, as it was never part of the CDD. He did not know the Developer's plans for the Welcome Facility, located on Developer property, if they do not sell it to the CDD. Ms. Comella believed leasing it would allow CDD groups to rent the facility, giving the CDD the opportunity for first right of refusal. The Board designated Mr. Silber and District Staff to negotiate the lease with the Developer. Regarding the Sunshine Law, Mr. Adams recommended scheduling a Special Meeting after the negotiations to obtain direction from the Board.

FOURTH ORDER OF BUSINESS**Continued Discussion: Proposed 2022 Budget and Setting of Assessment Levels for Noticing**

Mr. Adams highlighted changes to the proposed Fiscal Year 2022 budget since the last meeting, explained the reasons for the adjustments and noted that the budget in the agenda

package omitted these last-minute revisions. Discussion ensued regarding adjusting Esplanade's Operation and Maintenance (O&M) assessments, residents using Albritton and CDD facilities, equalizing the rates was a fair and equitable action, assessment process and Mailed Notices.

On MOTION by Mr. Silber and seconded by Mr. Green, with Mr. Silber, Mr. Green, Mr. Liquori and Mr. Call in favor and Ms. Comella dissenting, authorizing Staff to equalize the rates among all properties for all Operation and Maintenance assessments inside the District, was approved. [Motion passed 4-1]

Discussion ensued regarding obtaining proposals for the pool resurfacing projects and finding a contractor that can complete the work before next summer. Mr. Silber asked for a breakdown of the "Cable/internet/telephone/software" line item costs that included additional services for the Welcome Center and use of staff radios, to review for further savings.

The following additional changes were made to the proposed Fiscal Year 2022 budget:

Page 3, "Pool permits and licensing": Change "720" to "1,100"

Page 3, "Pool Resurfacing": Change "30,000" to "60,000"

Page 8, "Cable/internet/telephone/software": Update description to include providing services to the Welcome Center and use of staff radios.

The final changes to the proposed Fiscal Year 2022 budget would result in on-roll assessments of \$1,627.30 and off-roll assessments of \$1,529.66. Mr. Adams stated he would follow up and provide the Board the status of off-roll assessment collections.

Resident Bruce Pedersen asked why the "Landscape Arbor Care" cost increased significantly. Mr. Adams stated that those services include tree trimming and another component, fertigation, which helps prolong the life of older trees. He directed Mr. Pedersen to visit the CDD Website, once the Fiscal Year 2022 budget is posted, to view the narrative of each line item. It was noted that the budget would increase year-to-year as certain items and maintenance responsibilities are conveyed to the CDD, until the community is fully developed. It was noted that the Developer owned the website Starkeyranch.com and it would typically be conveyed to the Master Association or the HOA, as there will be no use for it at some point in the future.

FIFTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of July 31, 2021**

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2021. He explained that the statements would always be about 1½ months behind because of the timing of when agenda packages are prepared. He noted that Mr. Wilkes continues to work on certification closeouts for the three construction funds. The financials were accepted.

SIXTH ORDER OF BUSINESS**Approval of June 14, 2021 Regular Meeting Minutes**

Mr. Adams presented the July 14, 2021 Regular Meeting Minutes.

Regarding Lines 112 through 126, it was noted that the discussions were related to the Fifth Order of Business but were discussed during in the Sixth Order of Business.

The following change was made:

Line 223: Change “, purchasing” to “donated”

Regarding Line 240, the Board did not see the need to further abbreviate the minutes.

On MOTION by Mr. Call and seconded by Mr. Silber, with all in favor, the July 14, 2021 Regular Meeting Minutes, as amended, were approved.

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

Mr. Adams presented the Action & Completed Items List.

Items 1, 2, 5, 7, 8, 9, 10, 11, 12, 13, 16, 17 and 18 were completed.

Item 4: Washout repairs would commence after the rainy season.

Item 5: Ms. Comella identified a crushed sidewalk damaged during pool construction and was asked to notify the Design Review Committee of the incident.

Item 10: A Board Member was concerned about being unable to quantify mulch for those future phases.

Item 11: Another bid for trimming the grandfather oak trees was being obtained.

Item 12: The insurance carrier confirmed that a gate for the fire pit is not required. Ms. Hlebak would update the Amenity Policy and present a draft at the next meeting. Mr. Adams would notice the Policy changes Public Hearing to coincide with the public hearing in October.

Item 17: Clarification was made that the Developer is donating the property east of Publix and in the process of establishing the value of the donation; it is not a sale.

EIGHTH ORDER OF BUSINESS

Staff Reports

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

As the Chair was attending via telephone, Ms. Willson asked the Board to authorize the Vice Chair to execute the Temporary Construction Easement for Lake Blanche, since the Developer received the permit from the County. She recalled that the Board approved acceptance at a prior meeting.

On MOTION by Mr. Green and seconded by Ms. Comella, with all in favor, authorizing the Vice Chair to execute the Temporary Construction Easement for Lake Branch Drive, to allow the Developer to construct that roadway on the CDD right-of-way, was approved

B. District Engineer: *Heidt Design, LLC*

There was no report.

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

- **NEXT MEETING DATE: September 8, 2021 at 5:00 p.m.**

- **QUORUM CHECK**

The next meeting will be held on September 8, 2021 at 5:00 p.m.

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

Ms. Hlebak presented the WTS Monthly Summary Report and discussed various upcoming activities. She reported that a resident asked about having a crosswalk installed at the Welcome Center and she directed him to attend the CDD meeting. Mr. Wilkes to provide a list of areas to determine if a crosswalk is needed and report his findings to the Board before submitting a request to the County.

I. Consideration of Gulf Coast Air Systems, Inc. Commercial Maintenance Service Agreement

Ms. Hlebak presented the Gulf Coast Air Systems, Inc. Commercial Maintenance Service Agreement. Mr. Silber felt that the pricing seemed reasonable and noted that finding a vendor to perform this service was challenging; he recommended approval.

On MOTION by Mr. Silber and seconded by Mr. Call, with all in favor, the Gulf Coast Air Systems, Inc. Commercial Services Maintenance Agreement and authorizing Ms. Willson to prepare a form of Agreement and for the Chair to execute, was approved.

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

Regarding an earlier comment, Mrs. Adams stated that the Lake Blanch Drive directional signage was replaced.

NINTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Call asked if the Board wanted to address landscaping, specifically tree replacement, with the \$15,500 remaining in the Fiscal Year 2021 landscape budget or carry it over to Fiscal Year 2022. Mr. Silber suggested using it for turf replacement. Mrs. Adams was asked to present a scope or work and proposals at the next meeting.

A Board Member asked if the Board would discuss making a decision about the two tree companies. It was noted that a third proposal was being obtained.

Mr. Adams stated, per Mr. Call's contact the technology for solar street lights is not yet adequate, from a safety standpoint, and is only available for parking lots and playgrounds.


TENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Call and seconded by Ms. Comella, with all in favor, the meeting adjourned at 7:15 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair