

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Budget Workshop on June 14, 2023, at 4:00 p.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556.

Present were:

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|----------------|---------------------|
| Jason Silber | Chair |
| Mary Comella | Vice Chair |
| David Deenihan | Assistant Secretary |
| Frank Stalzer | Assistant Secretary |
| Ray Szelest | Assistant Secretary |

Also present were:

| | |
|-----------------|--|
| Chuck Adams | District Manager |
| Barry Mazzoni | Operations Manager |
| Rene Hlebak | WTS Starkey Ranch Lifestyle Director |
| Alex Murphy | WTS Starkey Ranch Operations Director Developer |
| Bill Schumacher | Resident |
| Kevin Lawson | Resident |
| Other Residents | |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the workshop to order at 4:02 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

Public comments were heard during the Third Order of Business.

THIRD ORDER OF BUSINESS

**Discussion: Fiscal Year 2023/2024
Proposed Budget**

Mr. Adams reviewed the proposed Fiscal Year 2024 budget line items, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

The Board discussed the following budget matters and line items:

***Disclaimer:** These summary minutes are intended to only highlight the topics discussed, items being considered and actions taken.*

- Page 1, “Assessment levy: on-roll-gross O&M”: Mr. Adams was asked to research why the budgeted amount is less than in Fiscal Year 2023 and why fund balance was used to offset the amount. Assessments and fund balance will be finalized at the end of the workshop.
- Page 1, “Trash collection assessments”: Mr. Adams stated that unit closings have slowed down. He will review the current bill before reducing the amount to about half.
- Page 1, “Program Revenue” & “Specialty program revenue”: Ms. Hlebak stated that separate line items are no longer necessary. The “Specialty program revenue” line item can be incorporated into the “Program Revenue” budget line item.
- Page 1, “Interest”: Mr. Adams was asked to research investment alternatives/options for the more than \$1 million in the bank. He is meeting with a Government Investment Specialist about investment options; however, CDD’s must adhere to certain guidelines.

Discussion ensued regarding the investment return on cash sweep accounts.

Resident Bill Schumacher stated that he has 35 years’ experience on Wall Street and suggested researching investing in Governmental money market funds, which he believes is safer than investing in the Federal Deposit Insurance Corporation (FDIC).

The following proposed Fiscal Year 2024 budget adjustments were discussed:

- Page 1, “Trustee”: Increase to \$35,000
Mr. Stalzer asked for backup materials for the Trustee charges.
- Page 1, “Postage”: Increase to \$2,500
Mr. Adams will research why the expense exceeded budget in Fiscal Year 2023.
- Page 1, “Legal advertising”: Reduce to \$1,000
- Page 2, “Landscape maintenance”: Increase to \$1,760.00

Mr. Mazzone stated Albritton, Whitfield and Stansil Parks are listed in the LMP Agreement and will be deducted from the Fiscal Year 2023 budget as they will not be conveyed to the CDD to maintain until Fiscal Year 2024. Additional areas, such as Lake Blanche Drive, need to be added to the Fiscal Year 2024 budget. He reviewed these on Heidt Design’s map and, due to discrepancies, Johnson Engineering is working on an updated CAD maintenance map.

Discussion ensued regarding human error preparing the Request for Proposals (RFP), actual services LMP provided and billed and the Board deciding on adding areas that will require an addendum.

- Page 2, “Wetland maintenance”: Reduce to \$30,000

Regarding the Southern Wildlife payment, Mr. Mazzoni suggested replacing this vendor as they did not submit a schedule or reports and recently requested a pay increase to offset an insurance increase.

- Page 2: Insert \$1,600 “Wildlife Remediation” line item after “Off-duty traffic patrols”

- Page 2, “Mulch”: Reducing the budgeted amount due to possible changes to the frequency and timing of installation, was discussed.

- Page 3, Recreation facilities: Mr. Adams was asked to consolidate pool-related items into new “Pool operations” line item and consolidate “signage” budget line items.

- Page 2, “Pressure washing”: Reduce to \$0.00

Ms. Helbak provided a spreadsheet of additional information associated with amenity-related Fiscal Year 2024 budget line items. She highlighted line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

Discussion will continue at the upcoming regular meeting about increasing the contingency amount on Page 3, under Recreation facilities.

FOURTH ORDER OF BUSINESS

UPCOMING MEETINGS

A. June 14, 2023 at 6:00 PM [Regular Meeting]

B. July 12, 2023 at 6:00 PM [Regular Meeting]

- **QUORUM CHECK**

FIFTH ORDER OF BUSINESS

Supervisors’ Requests

There were no Supervisors’ requests.

SIXTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the workshop adjourned at 5:58 p.m.

COPFA
Secretary/Assistant Secretary

Mary Ellen Comella
Chair/Vice Chair