

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Virtual Public Hearing and Regular Meeting on October 14, 2020 at 9:00 a.m., via Zoom, at <https://us02web.zoom.us/j/88999391957>, Meeting ID 889 9939 1957 and at 1-929-205-6099, Meeting ID 889 9939 1957 for both.

Present were:

Mike Liquori	Chair
Matt Call	Vice Chair
Tim Green	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Alyssa Willson	District Counsel
Alex Murphy	Starkey Ranch Operations Director
Sidney Manas	Starkey Ranch Lifestyle Director
Gary Hawkins	Down to Earth Landscape & Irrigation

Residents present were:

Larry Sekely	Mary LaMachia	Jason Farmer	Mary Ellen Comella
Dave Ganahan	Jason Silber	Alice Anne Nobles	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:02 a.m. Supervisors Liquori, Call and Green were present. Supervisor Berlinsky was not present. One seat was vacant.

In consideration of the COVID-19 pandemic, this meeting was being held virtually, via Zoom, and telephonically, as permitted under the Florida Governor's Executive Orders, which allow local governmental public meetings to occur by means of communications media technology, including virtually and telephonically.

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

Resident Larry Sekely voiced his concerns regarding the following:

- Landscaping along Rangeland Boulevard: Several trees have been bent over for weeks and numerous trees have not been replaced.
- Poor appearance of the Golden Rod landscaping, by the new school's back entrance. Shrubbery in that location was pulled and nothing had been done to freshen them.
- Trees on Night Star Trail had been down for over six months and not replaced.
- Disappointment in the pond maintenance results and the expense to remedy them.
- Unfishable condition of Huckleberry Pond for the past four months.
- Poor and dangerous condition of the storm inlets in the alleyways on Knights Star Trail, which could can damage vehicles.

Resident Dave Ganahan asked who would absorb the cost to resurface the Whitfield Park pool if it needs resurfacing and asked about a warranty. Mr. Adams stated this item would be addressed later in the meeting.

Resident Mary LaMachia asked where residents could access the meeting schedule and information. Mr. Adams stated the meeting schedule and agendas are posted on the District's website, at tsr@cdd.com.

A resident expressed their belief that gallons of water were being wasted to irrigate the community. Mr. Hawkins stated the irrigation system is checked monthly via timers located throughout the property, in each individual zone, and broken sprinkler heads are replaced. Mr. Liquori asked what residents should do if they see a broken sprinkler head. Mr. Hawkins stated residents could post irrigation concerns on the "Issue Track Work Order System", on the home page of the CDD website. Ms. Murphy stated the Work Order system can also be accessed on the regular Starkey Ranch resident website at the bottom of the resident's page.

THIRD ORDER OF BUSINESS**Public Hearing to Hear Public Comment and Objections to the Adoption of the Proposed Rule Amendment – Suspension and Termination of Amenity Center Use Privileges, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

Ms. Willson stated that a redline version of this was presented at the last meeting and it was now being presented for formal adoption. Staff incorporated comments from WTS regarding protocols for recordkeeping violations of amenity use policies and transmission of those records to the Board for suspension and termination proceedings.

A. Affidavits of Publication

- **Notice of Rule Development**
- **Notice of Rule Making**

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2021-01, Adopting Amended Amenity Center Suspension and Termination Rules; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams stated the Rules were essentially the same as presented at the previous meeting.

Mr. Adams opened the public hearing.

No members of the public spoke.

Mr. Adams closed the public hearing.

Mr. Adams presented Resolution 2020-19.

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Resolution 2021-01, Adopting Amended Amenity Center Suspension and Termination Rules; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Davey Tree Proposals

- A. Cunningham Park**
- B. Homestead**
- C. Roadways**

Mrs. Adams presented the Davey Tree Expert Company proposals for arbor care tree pruning, tree fertilization and tree aeration, totaling \$32,300, against a budget of \$35,000. Mr. Adams stated the Fiscal Year 2021 budget covers the CDD's needs in the annual program. Mr.

Call suggested Staff negotiate the \$32,300 cost down to \$30,000. Discussion ensued regarding the proposals, automatic renewal of services and the language in the invoice. Ms. Willson stated, upon execution, it should be noted that the Agreement is for one year of services, with no automatic renewal.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Davey Tree proposals for Cunningham Park, Homestead and the roadways, in a not-to-exceed amount of \$30,000, with the revised language as discussed, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Ballenger & Company, Inc., Proposal for Irrigation Grounding Protection/Testing for Select Irrigation Controllers in Community (NTE \$6,000)

Mr. Adams presented the Ballenger & Company, Inc., Proposal for Irrigation Controllers. Mr. Call explained that the plan was to spend \$6,000 to reduce the risk of lightning striking the controllers. Discussion ensued regarding irrigation repairs, pricing, whether the controllers were incorporated in the original design of the CDD and the cost to replace controllers. Mr. Liquori asked for a running tally of the funds approved for projects so the Board knows how much was used and how much is left over. Mr. Adams would prepare a list of expenditures.

On MOTION by Mr. Call and seconded by Mr. Green, with all in favor, the Ballenger & Company, Inc., Proposal for Irrigation Grounding Protection/Testing for Select Irrigation Controllers, in a not-to-exceed amount of \$6,000, was approved.

SIXTH ORDER OF BUSINESS

Resident Request for Fountain Install in Pond Behind Lot 230, Esplanade

Mrs. Adams stated Mr. Jason Farmer, an Esplanade resident, submitted a request for permission to install a fountain in the pond behind his property. With similar requests in the past, the CDD entered into agreements stipulating that, if the entities requesting the fountain do not maintain it, the District has the right of removal. Ms. Willson stated the Board is

obligated to treat all requests similarly. Mr. Liquori voiced concern about the request, discussed the provisions that the homeowner would be required to fulfill and stated that he would not oppose installation of the fountain provided neighboring homeowners are not adversely impacted by it. Mr. Farmer stated that he was referred to the CDD by the Architectural Review Committee (ARC) office and expressed his willingness to collect signatures from neighboring homeowners and attend the next meeting. Mr. Adams assured the Board that there are sufficient safeguards in place to address any issue that may arise. Discussion ensued regarding what happens if the homeowner requesting the fountain relocates, the ARC, maintenance, a universal policy of only allowing one fountain per pond, the esthetic value and the legal agreements in place.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, conceptual approval of installation of a fountain in one of the CDD's pond, subject to the homeowner meeting the requirements stated by the Chair, including 100% consent from surrounding property owners and all entities impacted by the installation, and with appropriate legal agreements in place, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Down to Earth Landscape & Irrigation Proposals

- A. Estimate #24683 – Chase Bank Repairs at Heart Pine & SR 54**
- B. Estimate #25809 – Village 1 Landscape Improvements**
- C. Estimate #25810 – Village 2 Landscape Improvements**
- D. Estimate #25831 – Village 3 Landscape Improvements**
- E. Estimate #27854 – Sod Replacement**
- F. Estimate #28147 – Tree Replacement**

Mr. Adams presented the Down to Earth (DTE) Landscape and Irrigation proposals. He stated the budget includes \$70,000 for plant replacement and \$7,200 for playground mulch. Some of these items are priorities, while others could be deferred.

Mr. Hawkins stated it would be unwise to approve all of the proposals in today, as winter would adversely affect plant material; therefore, funds should be reserved for

enhancements in the spring. He suggested considering what items are a priority and approving those today. Priority items would include the pine trees on Rangeland Boulevard and sod work on Monroe Commons. The Board and Staff discussed the proposals, priority items, items that could be deferred, recouping turf damage costs from a commercial landowner, construction traffic, golden rod, mulch, topsoil, sod, tree replacements, the budget and addressing Mr. Sekely's concerns. Mrs. Adams was asked to coordinate with DTE to revise Estimate #25809 and report back at the next meeting.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Down to Earth Landscape and Irrigation Proposals, in a combined not to exceed amount of \$25,000, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Addenda to Down to Earth Landscape Maintenance Services Agreement

- A. Exhibit 2 Master 2019**
- B. Village 3 Rangeland Blvd and Starkey Blvd.**
- C. Lake Blanche Addendum**
- D. Parcel F Phase 2 – Tract B1**
- E. Parcel F Phase 2 – Tract B2**

Mr. Adams presented the Addenda to DTE Maintenance Services Agreement. Mr. Liquori expressed his appreciation for the fee summaries, which are easier to manage, and requested an exhibit of the areas covered and for those to be included in the amendment. Mr. Adams stated the maps that accompany the original Agreement would be updated to include the new areas. Ms. Willson stated that WTS would convey Tracts B1 and B2 to the District but not Homes by West Bay (HWB) and WTSR would have rights to work out any maintenance issues with HWB, pursuant to the maintenance easement.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Addenda to the Down to Earth Landscape Maintenance Services Agreement, as presented, were approved.

NINTH ORDER OF BUSINESS

**Discussion/Consideration of Future Areas
for Down to Earth Landscape Maintenance
Services**

- A. Albritton Park
- B. Future Areas Map
- C. Parcel A
- D. Parcel B
- E. Parcel C
- F. Parcel E
- G. Parcels 8 & 9 Phase 1
- H. Parcels 8 & 9 Phase 2
- I. Parcels 8 & 9 Phase 2 West Entryway

These items were addressed during the Eighth Order of Business.

TENTH ORDER OF BUSINESS

**Ratification of Duke Energy Lighting
Proposal, WO 37278333**

Mr. Adams presented the Duke Energy Lighting Proposal, which was previously executed by the Chair.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Duke Energy Lighting proposal, WO 37278333, for Parcel C, Phase 2, was ratified.

ELEVENTH ORDER OF BUSINESS

**Consideration of Parcels 8 & 9, Phase 2 Plat
(in substantial form)**

Ms. Willson presented the Parcels 8 & 9, Phase 2 Plat and responded to a question regarding notarization.

On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Parcels 8 & 9, Phase 2 Plat, in substantial form and authorizing the Chair to execute, was approved.

TWELFTH ORDER OF BUSINESS**Consideration of Pool Resurfacing Services**

- A. Phoenix Pools, Inc.**
- B. The Pool Doctor**

Ms. Manas presented proposals from Phoenix Pools, Inc., for \$53,000, and The Pool Doctor, for \$29,000, to resurface the Whitfield Park Pool. The pool vendor was consulted and felt that, despite the variance in cost, either proposal would be fine. Ms. Manas responded to questions regarding the current pool warranty, the price difference, patching the pool and obtaining additional estimates. Mr. Adams stated Staff would research manufacturer warranties, obtain additional quotes and present them at a future meeting.

THIRTEENTH ORDER OF BUSINESS**Discussion/Consideration: Options for Holiday Pool Hours (*Thanksgiving, Christmas, New Year's Eve*)**

Ms. Manas stated the pools are currently staffed from 11:00 a.m. to 6:00 p.m.; however, for Thanksgiving, Christmas and New Year's Eve the following options were being considered:

- A. No Staff: Pools open during regular hours**
- B. Staffed Shortened Schedule: Pools open 10:00 a.m. to 2:00 p.m.**
- C. Pools closed**

Discussion ensued regarding the options, pool usage, resuming key fob access, COVID-19 waivers, upholding Centers for Disease Control (CDC) cleaning protocols, pool staffing, Pasco County mask mandate, guest policy, and capacity. The consensus was for Ms. Manas to provide her recommendations, update the cleaning schedule and forward it to District Counsel for review.

On MOTION by Mr. Green and seconded by Mr. Call, with all in favor, Ms. Manas' recommendations for overall and holiday pool operations and authorizing the Chair to consider and execute, was approved.

FOURTEENTH ORDER OF BUSINESS

**Discussion/Consideration: FY2021
Landscape Work Orders Summary Analysis**

This item was addressed earlier in the meeting.

FIFTEENTH ORDER OF BUSINESS

**Discussion/Consideration: Landscape
Maintenance Addendum Analysis**

This item was addressed during the Eighth Order of Business.

SIXTEENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of August 31, 2020**

Mr. Adams presented the Unaudited Financial Statements as of August 31, 2020. The financials were accepted.

SEVENTEENTH ORDER OF BUSINESS

**Approval of September 9, 2020 Virtual
Public Hearings and Regular Meeting
Minutes**

Mr. Adams presented the September 9, 2020 Virtual Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the September 9, 2020 Virtual Public Hearings and Regular Meeting Minutes, as presented, were approved.

EIGHTEENTH ORDER OF BUSINESS

Staff Reports

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

Ms. Willson stated the Governor’s current Executive Order waiving in-person quorum requirements would expire on October 31, 2020. Staff anticipates in-person meetings would commence in November.

B. District Engineer: *Heidt Design, LLC*

There being no report, the next item followed.

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

- **NEXT MEETING DATE: November 4, 2020**
 - **9:00 A.M., Landowners' Meeting** (*Board is not required to attend*)

Mr. Green is required to attend the Landowners' meeting.

- **Regular Board Meeting** (*immediately following Landowners' Meeting*)
 - **QUORUM CHECK**

Supervisors Liquori, Call and Green confirmed their attendance at the November 4, 2020 meeting.

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

- **Cunningham Rental**

The Board approved Ms. Manas' request for approval to have a staff member present for setup and cleanup at the end of events.

Ms. Manas reviewed the WTS Monthly Report.

Discussion ensued regarding the pressure washing trailer and proposal. Ms. Manas would obtain an additional quote and present it at the next meeting.

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

Mrs. Adams reported the following:

- SOLitude Lake Management commenced servicing the District on September 1st.
- Wood bridge repairs: 50 boards would be replaced at a cost of \$30,000.
- Pine straw application would commence on November 9th and should be completed by November 17th.
- Staff received a \$53,000 quote for the wetland overflow project. Additional quotes were being sought.

NINETEENTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Liquori thanked Staff for the landscape analysis. Discussion ensued regarding online agendas versus shipped agendas. Mr. Adams stated that this item would be discussed at the next meeting.

TWENTIETH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the meeting adjourned at 11:12 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair