

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on March 10, 2021, at 9:00 a.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556. Members of the public were able to 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
Mary Comella	Assistant Secretary
Jason Silber	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson (via telephone)	District Counsel
Brian Wilkes	District Engineer
Renee Hlebak	WTS Starkey Ranch Lifestyle Director
Nikole DeSclafani	WTS Starkey Ranch Lifestyle Coordinator
Alex Murphy	WTS Starkey Ranch Operations Director
Gary Hawkins	Down to Earth Landscape
Mark Yahn (via telephone)	Sunscape Landscape Consultant
Christof O’Jenski	Resident
Patrick Fiorello	Resident
Dave Deenihan	Resident
Steve Lemit	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:02 a.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

Resident Christof O’Jenski asked what kind of grass was planted on Wetmore Court between the sidewalk and the road and requested an update on the pocket park review and

the revitalization budget. In his opinion, the property next to his home, on Barbour Trail, required attention due to digging by sand hill cranes and turkeys and that the swale should be addressed, as it was mainly dirt with weeds and leaves. Mr. Adams stated the map would be completed within the next 30 days and the park improvements would be planned during the budget discussions, which begin in May and end in September. Staff would inspect the area.

Resident Patrick Fiorello expressed concerns about residents on Barbour Trail, near Rangeland Boulevard, installing unauthorized speed bumps and blocking the road with cars and objects, children playing in the street, heavy construction traffic and confrontations between residents and drivers. Signage, enforceability and the Sheriff’s response, were discussed.

Resident Steve Lemit stated he felt that there has been no enforcement and, while the speed limit is 25 miles per hour (mph), drivers must slow down when children are present. Mr. Liquori asked Ms. Willson to draft a letter to the Pasco County Sheriff, as discussed, and to draft a press release, to be posted on the Starkey Ranch website, informing residents of what they can and cannot do and advising residents to contact the Sheriff’s office, if necessary.

Resident Dave Deenihan asked where meeting minutes could be viewed. Mr. Adams stated that approved minutes are posted on the CDD website, www.tsrcdd.com.

THIRD ORDER OF BUSINESS

Update: Roadway Ownership and Maintenance Turnover Reconciliation

Ms. Willson stated work with Mr. Call, Mr. Wilkes and County employees to document Pasco County’s roadway maintenance obligations and the outstanding maintenance bonds continued. Mr. Call stated the maintenance period was three years and, because many of the roads were built three years ago, a number of roadways were transitioning to Pasco County.

FOURTH ORDER OF BUSINESS

Discussion: FY2021 Landscape Work Orders Summary Analysis

Mrs. Adams presented the updated Landscape Work Orders Summary Analysis. If all items on today’s agenda were approved, landscaping would be \$961 over budget.

FIFTH ORDER OF BUSINESS

Discussion/Consideration: Ballenger & Company, Inc., Irrigation As-Built Proposal

Mr. Call presented the Ballenger & Company, Inc., proposal, which was itemized so the proposal may be completed in phases; however, postponing the work would put controllers at risk of lightning damage. All equipment is the CDD's responsibility. Mr. Adams stated that \$30,000 was budgeted for irrigation repairs and \$7,800 was spent to date. Discussion ensued regarding the budget, lightning strike risks and the benefits of grounding equipment. Mr. Wilkes stated his opinion that the grounding work was a necessity.

On MOTION by Ms. Comella and seconded by Mr. Call, with all in favor, the Ballenger & Company, Inc., Irrigation As-Built Proposal, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Down to Earth Landscape & Irrigation Spring Enhancements

Mr. Hawkins presented the Down to Earth Landscape & Irrigation (DTE) spring enhancement estimates and photos for each area, including key areas observed during bi-weekly inspections and previous work placed on hold.

A. Estimate #1013: Gunn Hwy., Median Island pines

Causes and treatments for tree decline and whether to remove or replace the trees was discussed. Mr. Call suggested trimming the trees. This item was deferred.

B. Estimate #4387: Lake Blanche

Mr. O'Jenski asked if the tree lawn in the right-of-way (ROW) that he previously discussed would be considered, in conjunction with these improvements. He took issue with revitalizing newer areas. Discussion ensued regarding prioritizing and categorization of projects.

Photos of the landscape beds were discussed, along with the hardiness of perennial peanut groundcover and the need to evaluate less expensive options.

This item was deferred.

C. Estimate #4392: Cattle Gap Trail

Discussion ensued regarding the areas to be replanted and whether to consider alternatives to perennial peanut groundcover. Mr. Silber asked if the replacement cost would be the Developer's responsibility. Mr. Hawkins stated Developers would typically replace plantings within one year but these plants were about two years old. Mr. Silber asked how long plants are guaranteed. Mr. Hawkins stated, while he was not sure what was in the original

contract with the Developer, since he had been working in the District, any failed plants, such as plant material, turf areas and sod, were replaced and he would continue to do so.

Mr. Hawkins would evaluate the estimate and provide options.

D. Estimate #4393: Gunn Hwy/SR-54 Monument Sign

Mr. Hawkins discussed the landscape beds surrounding the main entrance monuments where annuals and Lantana were killed by frost. The area has adequate irrigation and he recommended filling the area in with Ilex Shilling and Dwarf Firefly Firebush.

On MOTION by Mr. Silber and seconded by Mr. Call, with all in favor, Down to Earth Landscape & Irrigation Estimate #4393, in the amount of \$5,442.50, was approved.

E. Estimate #4396: Trail East of Homestead Park

Mr. Hawkins presented a photo of a walking trail endcap where Lantana failed and stated the estimate included multiple locations, including ten landscape beds. Mr. Call stated he worked with the Landscape Consultant and it was determined that, due to considerable foot and golf cart traffic veering off the trail and damaging landscaping, the Board might wish to consider replacing landscaping with sod. Discussion ensued regarding sod, irrigation costs and golf cart damage to trails. Mr. Silber asked if residents could be advised that golf carts must not be driven on trails, to protect pedestrians and prevent damage to trails, which may result in assessment increases. Ms. Hlebak would include a notice in the next e-Update.

The estimate would be reduced to include only turf and considered at a future meeting.

▪ **Down to Earth Irrigation & Landscaping Estimate #5723: Night Star Lift Station**

This item was an addition to the agenda.

Mr. Hawkins displayed photos and presented a handout and estimate for re-installation of landscape and irrigation that was damaged during the Duke Energy transformer installation at the Night Star Trail lift station. This area has been damaged on multiple occasions and restored, at the CDD's expense, as the CDD installed irrigation in the utility easement. At this time, only irrigation repairs, grading and pine straw replacement would be completed.

Mr. Call would contact Duke Energy to see if installations were complete.

On MOTION by Mr. Green and seconded by Mr. Call, with all in favor, Down to Earth Landscape & Irrigation Estimate #5723, in the amount of \$1798.48, was approved.

▪ **Discussion: Landscape Update**

This item was an addition to the agenda.

Mr. Hawkins reported the following:

- Ornamental grass cutbacks were nearly complete. Firebush reduction was beginning.
- Fertilizer and pesticides would be applied. Crepe myrtles were completed last month.
- On Monday March 15, 2021, the weekly mowing schedule would resume.

Ms. Comella asked for the tree in front of the Welcome Center to be straightened.

Mr. Silber asked when the sodded areas that are unsightly during the winter, such as on Rangeland, were expected to recover. Mr. Hawkins stated those areas would be sodded or seeded, in conjunction with the pocket park proposals; weekly mowing would improve the appearance.

Mr. Call stated that proposals for sod replacement were requested for budgeting.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2021

Mr. Adams presented the Unaudited Financial Statements as of January 31, 2021. The expenses under the "Pool repairs & maintenance" line item were related to pool cleaning and had been recoded to the "Pool cleaning" line item. The financials were accepted.

EIGHTH ORDER OF BUSINESS

Approval of February 10, 2021 Regular Meeting Minutes

Mr. Adams presented the February 10, 2021 Regular Meeting Minutes.

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the February 10, 2021 Regular Meeting Minutes, as amended to include edits previously submitted by Supervisor Call, were approved.

NINTH ORDER OF BUSINESS

Action Items

Mr. Adams presented the Action & Completed Items List.
 Items 1, 2, 3, 4, 5, 6, 7, 9, 11, 12, 14 and 15 were ongoing.
 Items 8, 10, and 13 were completed.

TENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: *Hopping Green & Sams, P.A.***

There being no report, the next item followed.

B. District Engineer: *Heidt Design, LLC*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates, LLC***I. Discussion: Reported Incidents Within Community**

This item was not addressed and would be removed from future agendas.

II. NEXT MEETING DATE: April 13, 2021 at 5:00 p.m.

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the next meeting, which will be April 14, 2021, rather than the incorrectly listed date above of April 13, 2021.

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

Ms. Hlebak introduced Ms. Nicole DeSclafani, WTS Lifestyle Coordinator, and reviewed the WTS Monthly Report. She stated that residents complained about the COVID-related closure of water fountains at Cunningham Park. Discussion ensued regarding staff availability for more frequent cleaning, County requirements and insurance recommendations for increased cleaning and signage. Ms. Willson stated, while it was anticipated that legislation relaxing the current guidelines would pass, the District should implement any changes until the changes are signed into law. Once signed into law, she recommended guidelines only be relaxed if the insurance carrier's guidelines are followed.

A resident asked if fire pits were available for resident use. Ms. Hlebak stated permission from the Lifestyle Team is required and Amenity guidelines, such as pool hours, apply. Discussion ensued regarding resident desire to use the fire pits outside of pool hours. Mr. Call stated he would survey the area to determine if the fencing could be suitably modified.

Mr. Adams stated he would consult with the insurance carrier regarding cleaning and signage for the drinking fountains and, if the CDD could accommodate the insurance guidelines, the drinking fountains could be reopened.

Ms. Hlebak reviewed the upcoming events listed in the Monthly Summary Report.

Mr. Silber asked if the “no guests” policy was still in effect. Mr. Adams stated the policy was implemented to reduce amenity occupancy allow for resident use. Discussion ensued regarding pool attendant staffing levels, given the need for additional cleaning.

Ms. Comella asked for an e-blast to be sent advising residents about CDD meetings. Mr. Adams asked that the e-blast include the CDD website.

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

Mrs. Adams reported the following:

- The Geico claim reimbursement for all damages, totaling \$3,030, was received.
- Chapman completed the paver repair project on Homestead Bridge at Longspur.
- A resident asked for a dog waste container to be installed in Anclote Reserve.
Mr. Call stated that is not an appropriate CDD expense, as the park is on POA property.
- A proposal for the Chapman M-11A washout repair project was ready to be executed.
- Mr. Wilkes would obtain a quote to retain GeoPoint Survey as a subcontractor to certify that the work was completed properly.
- A gap in the fence at 12858 Burns Drive, adjacent to SR 54, was reported. A quote was requested from Chapman to install riprap and a silt barrier in that area to stop the continued erosion concerns.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Call stated he was advised by DTE that the last several months’ payments from the CDD were delinquent and requested that the outstanding bills be brought current. Mrs. Adams stated she would inquire following the meeting. Discussion ensued regarding missing invoices and amounts invoiced not matching up with the bid schedules.

TWELFTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the meeting adjourned at 10:56 p.m.</p>


Secretary/Assistant Secretary


Chair/Vice Chair