

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on April 14, 2021, at 5:00 p.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
Alex Murphy	WTS Starkey Ranch Operations Director
Nikole DeSclafani	WTS Starkey Ranch Lifestyle Coordinator
Brian Vitoritt	Securiteam
Gary Hawkins (via telephone)	Down to Earth Landscape
Pete Soety (via telephone)	Sunscape Consulting Inc.

Residents, present were:

Christof O’Jenski	Larry Sekely	John Dailey
Anna Thompson	King Lotz	Justin Johnson
Dave Deenihan	Aaron Kilbride	Dr. Christie Burnett-Yarnell
Bob Comella	Adrienne Burden	Dan Whitehall
Ed Bodden		

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 5:00 p.m. All Supervisors were present, in person.

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

Resident Christof O’Jenski asked for an update on re-sodding the pocket park next to his home on Barbour Trail, what types of material that would be used and what could be done to prevent wild boars from damaging the property further. He suggested the CDD include a process for residents to notify Staff of wild boar sightings to prevent further damage and minimize future financial impact to the CDD.

Mr. Adams stated that a map and proposals for irrigation and determining what sod to use would be distributed to the Board, along with implementing a pesticide program. He inspected the area and, although the trapper is under Mr. Call’s supervision, he suggested implementing a trapper program to the CDD procedures, as this is the active season.

Resident Larry Sekely asked about improving the condition of the ponds and alleyways at Whitefield Park, which was an ongoing issue. Mr. Adams stated that he submitted a complete inventory to Mr. Call, who was working on getting builders to address the issues. Mr. Sekely was instructed to contract MI Homes to report issues. Discussion of possibly holding back their deposits would be conveyed to MI Homes. Mr. Sekely stated that contractors were mowing the lake banks down to the dirt at Albritton Park. Mr. Adams would address this issue with Down to Earth (DTE).

Resident John Dailey asked about repairing the storm drains near Long Spur. He suggested the CDD bill MI Homes for those repairs and replace the topper on the Corkfield/Court Run sign, as well as replace the “One Way/Don’t Enter” sign that is missing, as he believed MI Homes’ contractor’s employees discarded them. He commended DTE’s performance and responsiveness. Mr. Adams stated he was waiting on MI Homes’ responsiveness to repair the storm drains. The directive was for Mr. Call to engage the Developer and, if there is no response, he would work with Ms. Willson.

Resident Adrienne Burden asked for the CDD to address speeding issues and noted that she observed speeding and motorcycle stunts along the western part of Rangeland Boulevard and Barbour Trail. Residents were instructed to report incidents to the Sheriff’s office, via the non-emergency line.

Resident Ed Bodden stated he would delay his comments to the Third Order of Business.

THIRD ORDER OF BUSINESS**Presentation/Discussion: Traffic Speeding Mitigation Along Barbour Trail**

Resident and Neighborhood Representative Dan Whitehall conveyed that several residents filed daily complaints with the Sheriff's office to address consistently aggressive drivers speeding on Barbour Trail. He was concerned for the safety of kids in the area and asked what more could be done to address safety, construction and resident speeding issues, as well as motorcycles riding on the sidewalk.

The following is a synopsis of resident issues and suggestions to address speeding along the western part of Rangeland Boulevard and Barbour Trail:

- Residents were told by the Sheriff that they cannot do anything unless they observe a violation; however, the Sheriff recommended keeping the unauthorized speed bumps, as they were helping reduce speeding somewhat. Permanent speed bumps cannot be installed within the CDD but, once conveyed, they can address a separate process with the County.
- Suggested installing a permanent gate in the Whitfield Preserve neighborhood to prevent residents using CDD roads to cut through the new, gated neighborhood or reroute construction traffic near the bridge, at the resident's expense. Ms. Willson and Mr. Liquori would research to determine if public funds were used to construct Barbour Trail. It was noted that it cannot be a dead end road due to the need for emergency access.
- Drivers are verbally assaulting women in front of children, driving on the sidewalk to pass slower drivers, etc.
- Asked District Counsel to send a letter with the Pasco County Ordinances to residents, rather than the letter that stated use of the unauthorized speed bumps was illegal, as matters have gotten worse.
- Resident Dr. Christie Burnett-Yarnell discussed recent incidents involving the police, the medical implications of children hit by a car and emotional long-term effects, speed bumps, construction traffic and temporarily parking cars on Barbour Trail. Parking cars on the streets was not against the CDD protocol.
- Barbour Trail would be conveyed to the County soon, as the three-year Maintenance Bond terminates later this year. The County should be enforcing traffic laws on public roads.
- It was suggested that the CDD engage off-duty Florida Highway Patrol (FHP) Troopers a few times a week to issue tickets, in combination with reducing the speed limit to 20 miles per hour (mph). The Sheriff's office already provides these services. Some residents suggested they

pay for the off-duty Officers out of their own pocket. The Florida Department of Transportation (FDOT) determines speed limits, based on designs and standards.

Mr. Silber stated that the CDD is responsible for maintenance but it cannot change the speed limit or implement police powers to address this matter. He encouraged residents to attend the County Commission meetings. He noted the letter addressing illegal use of an unauthorized speed bump or blocking a public road was sent at the direction of District Counsel, as it was a liability to the CDD. Ms. Willson was asked to prepare a supplemental letter to the community reiterating that the CDD does not support the actions described and advising that residents should direct all questions to the Sheriff's Office and County Commissioners, as the issue is not within the District's jurisdiction. The draft letter should first be transmitted to Mr. Liquori for review.

Mr. Liquori thanked the residents for attending and for their input.

Discussion ensued regarding the appearance that the County was "hiding" behind the Maintenance Bond. Residents were asked to let Mr. Adams know the name of the person delegated to disperse information to neighbors. Mr. Adams discussed the process for CDD residents to enter into an Agreement with the Sheriff's Office.

A resident asked that the CDD and HOA be more careful with privacy, as it was his home pictured in the email included in the agenda package.

FOURTH ORDER OF BUSINESS**Securiteam Inc., Presentation: Security Camera Issues (Brian Vitoritt)**

Mr. Vitoritt gave a PowerPoint presentation comprised of Securiteam Inc.'s experience, system's capabilities and issues they identified during on-site inspections. Securiteam is currently in discussions with the Police and Sheriff's offices in local Counties about the capability of running analytics to issue speeding tickets through the cameras, as it covers multiple areas within 1.5 miles away. He recommended that the District update the cameras and systems at Whitfield, as two were missing, have the wireless transmitters connected properly and rewire the conduit, as it was too small.

Ms. Murphy explained that the purpose of Securiteam's presentation was to point out Whitfield being the main priority and the camera issues at the pool. She noted Securiteam already provided gate access services for the pools when the original camera vendor was terminated due to communication issues and proximity, as its location was on the east coast.

Mr. Silber was concerned about a possible conflict of interest, as his employer is a large systems integrator firm; however, they do not deal with small accounts such as Starkey Ranch. It was clarified that, since they are not associated with Securiteam, there is no conflict of interest. Mr. Silber took issue with the recommended scope of work.

Discussion ensued regarding the Wi-Fi transmitters requiring line-of-sight placement and rewiring conduits. Proposals would be prepared if the Board decided to proceed with certain projects. Ms. Hlebak stated that the inspection was done to determine what was missing from the existing equipment and what would enable them to see all areas of the pool and provide the police with information, if a situation occurred.

Mr. Vitoritt discussed pricing for a Virtual Security Guard (VSG) but was unable to provide others costs until they design the system; the estimated cost was possibly \$16,000 to \$17,000 but that depended on using the existing infrastructure; however, he preferred to start from scratch. Given Mr. Silber’s expertise, the Board agreed with him working with the Amenities Team to inspect and determine if he could get the current equipment working again before other proposals are requested. The Board was reminded that there are strict public record considerations with regard to releasing any security camera footage and that the District can only release those items to certain entities.

FIFTH ORDER OF BUSINESS

Discussion/Consideration: Resident Request to Access CDD Property for Pool Installation - Approval of Temporary Access Agreement

Mr. Adams presented Agreements related to the addresses listed below. The Agreements were prepared by Ms. Willson and included language requiring the resident to restore CDD property back to its original condition prior to the start of construction and for any potential damages and deposit amounts. Ms. Willson stated this form of Agreement is used in other communities and the Board has discretion to assign a payment amount to cover costs associated with preparing the Agreement and performing inspections.

A. 12136 Homesteader Avenue

There was concern about access and the drainage system on Lot #14 being graded to its original condition. Discussion ensued regarding changing the terms of the Agreements from 120 days to 180 days due to COVID-19 delays in normal working conditions for obtaining permits,

whether the District’s contractor should perform the appropriate repairs and changing a deposit amount. Some thought the deposit should be reduced and others wanted it increased.

The Board directed Staff to convey the District’s stance requesting that the resident obtain approval from the neighbor or ask if the pool company could go through the side yard and, if not, the District would require a \$1,000 deposit before executing the Agreement.

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the Temporary Access Agreement to Access CDD Property for Pool Installation at 12136 Homesteader Avenue, subject to increasing the Terms to 180 days and the deposit amount to \$1,000, was approved.

B. 3950 Dunn Avenue

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the Temporary Access Agreement to Access CDD Property for Pool Installation at 3950 Dunn Avenue, subject to increasing the Terms to 180 days and \$500 deposit, was approved.

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, authorizing Staff to process the Temporary Access Agreements, subject to increasing the Terms to 180 days and the deposit amounts, as specified, was approved.

Resident Dave Deenihan asked about resident use of the fire pit at Whitfield Park, after pool hours. Mr. Adams stated that proposals to create separate fencing and gate access for the fire pit would be obtained in Fiscal Year 2022.

SIXTH ORDER OF BUSINESS

Discussion/Consideration: Homestead Park Repairs

A. Down to Earth Landscape & Irrigation Estimate #5878

B. Chapman Land Services, LLC Quote #1496

Mrs. Adams presented the proposals to repair damaged areas around the culverts at Homestead Park and offered to show photographs of the damaged areas around the culverts. Mr. Call recommended awarding the contract to DTE, the lowest proposer, as the scope of work

was the same. In response to a question about using Bahia sod, a decision was made to install the Bahia, since children are ruining the area, until a long-term solution becomes available.

On MOTION by Ms. Comella and seconded by Mr. Call, with all in favor, Down to Earth Landscape & Irrigation Estimate #5878, to repair and install sod at Homestead Park, in a not-to-exceed amount of \$1,150, was approved.

SEVENTH ORDER OF BUSINESS

Update: Roadway Ownership and Maintenance Turnover Reconciliation

There were no updates at this time. In order to provide regular updates, this would remain on the agenda.

EIGHTH ORDER OF BUSINESS

Discussion: FY2021 Landscape Work Orders Summary Analysis

Mrs. Adams distributed the FY2021 Landscape Work Orders Summary Analysis.

- **Discussion/Consideration: Down to Earth Landscape & Irrigation Estimate #8121**
This item was an addition to the agenda.

Mr. Adams presented a proposal to replace the turf area along the Whitefield Preserve right-of-way (ROW) with Zoysia turf, per resident requests, due to its condition.

Mr. Silber noted that the proposal include the ROW area and the pocket park; however, he recommended proceeding with the ROW, about 100' on both sides of the street, as it was bug infested, and suggested replacing the materials with St. Augustine turf. Mr. Hawkins and Mr. Soety recommended St. Augustine, as it would hold up on the Parkway, was easier to maintain and would continue continuity along the ROW.

Discussion ensued regarding prioritizing projects, the current budget, other projects identified and reassigning budgeted holiday decoration funds to this project. It was noted that proposals for the other areas with similar problems would be presented when preparing the Fiscal Year 2022 budget.

On MOTION by Mr. Silber and seconded by Mr. Call, with all in favor, Down to Earth Landscape & Irrigation Estimate #8121, as amended, to replace the turf along the Whitefield Preserve ROW on Barbour Trail, 11,220 square feet of Bahia turf with St. Augustine, per the \$0.65 square feet contracted rate, in a not-to-exceed amount of \$7,293 was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Adams presented Resolution 2021-05. The following change was made to the Fiscal Year 2021/2022 Meeting Schedule:

TIME: Change all "9:00 AM" meetings to "5:00 PM"

On MOTION by Mr. Silber and seconded by Mr. Call, with all in favor, Resolution 2021-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, with the Meeting Schedule amended to start all meetings at 5:00 p.m., was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2021

Mr. Adams presented the Unaudited Financial Statements as of February 28, 2021. As requested, Accounting would include monthly check runs in the agenda package. Mr. Adams stated that Mr. Wilkes was working on the close out documents and certifications for the three Capital Project funds. A Board Member noted that a virtual meeting with Ms. Schackmann and various parties was scheduled for Friday. A draft budget workshop with Mr. Call was scheduled for after the May meeting. The proposed Fiscal Year 2022 budget would be presented in June and be adopted at the September public hearing meeting. Board Members were asked to notify Staff of projects they want included in the Fiscal Year 2021 budget before the June meeting. The financials were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of March 10, 2021 Regular Meeting Minutes

Mr. Adams presented the March 10, 2021 Regular Meeting Minutes. Revisions submitted to management were distributed. The following changes were made:

Line 99: Change "swale" to "tree lawn"

Line 110: Change “the” to “DTE’s”

Line 112: Insert “under warranty” after “sod” and change “barriers” to “areas”

Ms. Comella referred to Line 154 and noted that the tree in front of the Welcome Center was still crooked.

Mr. Silber asked if the notice was sent to remind residents to keep golf carts off the trails and grasses. Ms. Hlebak stated she would send monthly notices; originally, it was going to be included in the traffic calming notices. Ms. Comella asked if the e-blast about CDD meetings was sent to the residents. Ms. Hlebak confirmed that an e-blast was sent and regular updates were on the App; however, a recent glitch in the App was corrected.

As requested, Mr. Adams would coordinate with Mr. Hawkins to post the DTE ticket system link on the CDD website.

On MOTION by Mr. Liquori and seconded by Mr. Silber, with all in favor, the March 10, 2021 Regular Meeting Minutes, as amended to incorporate edits previously submitted to Management and provided today, were approved.

TWELFTH ORDER OF BUSINESS

Action & Completed Items

Mr. Adams presented the Action & Completed Items List.

Items, 3, 4, 7, 12, 13, 17, 18, 19 and 25 were completed.

Item 13: Corrected street name to Barbour Trail.

Item 3: Mrs. Adams distributed maps that included the landscape overlay.

Item 1: Staff received pictures of Lake Blanche drainage area after a recent heavy rain event. It was noted that Mr. Hawkins, with DTE, spoke to the affected residents and advised that they should receive drainage improvements over the summer.

Item 5: Lake Blanche traffic signs from the vendor were pending.

He would confirm if the CDD or the County is responsible for restriping the roads into Whitfield Park and, if it is the CDD’s responsibility, he would obtain a proposal to include the expense in the Fiscal Year 2022 budget. Mr. Adams would forward the County link determining ownership of the roads.

Item 10: Heidt’s Counsel was reviewing the Agreement for the M11-A washout repairs.

Item 12: Mr. Wilkes reviewed plans and did not recommend installing additional signage into Publix. Mr. Adams and Mrs. Adams toured the area and determined additional signage was not necessary.

Item 17: The insurance carrier deemed the District's cleaning schedule guidelines sufficient. Drinking fountains were reopened near the pools.

Item 4: Mr. Liquori asked about tracking FDOT bridge inspections. Mr. Adams would engage a structural engineer for CDD bridge repairs.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

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

Ms. Willson discussed the new COVID-19 liability law that the Governor executed, which protects every governmental entity from COVID-19 lawsuits, if good faith effort to follow State guidelines to prevent the spread of COVID-19 was followed. She recommended continuing with COVID-19 reminder signage and cleaning high touch zones at the amenity locations.

Ms. Willson distributed the Starkey Ranch Parcel B2 Plat; which was reviewed by District Counsel and the District Engineer and their comments were incorporated.

On MOTION by Mr. Call and seconded by Mr. Green, with all in favor, approving the Starkey Ranch Parcel B2 Plat and authorizing the Chair to execute, was approved.

Ms. Willson presented a request from Taylor Morrison (TM) for the CDD to accept conveyance and maintenance responsibility of certain mitigation areas, totaling 7.817 acres. Although the documents were still being prepared, this was a last-minute request so approval would be subject to certain provisions. Mr. Call stated he worked with TM and District Staff on this matter. The ponds are on the south side of Rangeland and this is a standard practice.

On MOTION by Mr. Call and seconded by Ms. Comella, with all in favor, CDD acceptance of conveyance of Mitigation Ponds M18A, B and C, totaling 7,817 acres, in substantial form, subject to the District Engineer's review and confirmation that the documents are in order for conveyance, there are no permitting issues and District Counsel and Staff's final review of documents and authorizing the Chair to execute the final documents, was approved.

Ms. Willson presented a request for conveyance of a portion of the Lake Blanche Drive ROW. The documents were still being prepared. Mr. Call explained that the property would be deeded to the District but the Developer would manage the property and, once all construction is completed, ownership and maintenance would be transferred to Pasco County. Ms. Willson explained that, since the CDD has sovereign immunity protection, it made sense for the District to own the property.

On MOTION by Mr. Call and seconded by Mr. Silber, with all in favor, CDD acceptance of conveyance of a portion of the Lake Blanche Drive ROW and entering into a Construction Easement Agreement and authorizing the Chair to execute the final documents, was approved.

B. District Engineer: *Heidt Design, LLC*

There being no report, the next item followed.

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

I. Update: Cleaning and Signage for Drinking Fountains

This item was addressed during the Twelfth Order of Business.

II. NEXT MEETING DATE: May 12, 2021 at 9:00 a.m.

○ QUORUM CHECK

Supervisors were asked to notify Staff if they cannot attend the May 12, 2021 meeting.

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

Ms. Hlebak reviewed the WTS Monthly Report. She would confirm that the pool hours were transferred to the summer hours. In response for clarification of a resident complaint about holding an Easter event, Ms. Hlebak explained that the event was staffed for 14 people and not 14 vendors selling their wares. She stated that she explained the rental agreement to the resident and tried to work with them. Discussion ensued regarding the current workload of the Amenity staff, increasing in-person social events while adhering to safety guidelines and requesting resident feedback about preferred activities.

On MOTION by Mr. Silber and seconded by Mr. Call, with all in favor, lifting the “No Guests Policy” for the amenities, was approved.

On MOTION by Mr. Liquori and seconded by Ms. Comella, with all in favor, revising the mask policy to state that masks are recommended at events but not required, was approved.

On MOTION by Mr. Call and seconded by Ms. Comella, with all in favor, lifting social distancing required in the parks and authorizing Staff to have the social distancing signs removed, was approved.

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

This item was deferred to the next meeting.

FOURTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Green asked about amending the Conveyance Agreement to turnover Westbay Parcels A and B1 to the CDD. DTE was preparing the final pricing for maintaining the area. The Board agreed with Staff proceeding and ratifying this item at the next meeting.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the meeting adjourned at 8:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair