

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on February 9, 2022, at 5:00 p.m., at Cunningham Park, 12131 Rangeland Boulevard, Odessa, Florida 33556.

**Present were:**

Mike Liquori	Chair
Matt Call	Vice Chair
Mary Comella	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson (via telephone)	District Counsel
Brian Wilkes	District Engineer
Gary Hawkins (via telephone)	Down to Earth Landscape & Irrigation (DTE)
Renee Hlebak	WTS Starkey Ranch Lifestyle Director
Peter Soety (via telephone)	SunScape Consulting, Inc. (SCI)
Mark Yahn (via telephone)	SunScape Consulting, Inc. (SCI)
Ray Celeste	Resident
Jack Lemons	Resident
Ally Shumar	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 5:00 p.m. Supervisors Liquori, Call and Comella were present, in person. Supervisors Silber and Green were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

Resident Ray Celeste voiced his opinion that a new traffic study on speed limits and new signage are needed to address the recent spate of automobile accidents in the CDD. He thought that additional contact information about who to call after hours to manage

emergencies, like a geyser on Rangeland Boulevard, should be posted on the CDD website or TSR residents' website. He felt that there is a hog problem that needs to be addressed, hogs are damaging the property and the Florida Wildlife Commission (FWC) should be consulted about the best way to control the hogs.

The Board and Staff discussed the CDD's hog contractor, the conservation area, hog damage, developing and posting an after-hours emergency phone numbers list, signage and striping plan, County road ownership, weekly law enforcement presence in the community and repainting the crosswalks. Mr. Adams would develop and have after-hours emergency phone numbers posted on the website.

Resident Jack Lemons voiced his concerns about speeding on Night Star Trail, suggested reducing the speed limit from 35 to 20 miles per hour (mph) and expressed his opinion that the lake on Barbour Trail is trashy and should be maintained by the CDD instead of by residents. Staff would contact Taylor Morrison (TM) regarding trash maintenance. Mr. Adams stated the CDD engaged the Sheriff to patrol the neighborhood and suggested that Mr. Lemons share his experiences with the police whenever he sees them in the neighborhood. A Board Member asked Mr. Adams to ask the coordinator at the Sheriff's Department to specifically focus their patrols on Mr. Lemons' street.

Resident Ally Shumar had safety concerns about residents parking on the sidewalks and endangering her 10-year-old child who rides her bike to school. Ms. Shumar asked if there is a policy that addresses illegal parking. Board Members suggested that Ms. Shumar email a photograph of the vehicle or vehicles blocking sidewalks and the addresses to Ms. Jennifer Connerty and posting a reminder on Facebook.

Asked if the Fourth, Sixth and Ninth Orders of Business could be addressed now to accommodate the landscapers participating via telephone, Mr. Liquori replied affirmatively.

- **Consideration: Davey Tree Expert Company Proposal #20071275-1636637109 for Cunningham Park and Huckleberry Pond Oak Pruning**

**This item, previously the Fourth Order of Business, was presented out of order.**

Mrs. Adams presented the Davey Tree Expert Company Proposal #20071275-1636637109 for Cunningham Park and Huckleberry Pond Oak Pruning.

Discussion ensued regarding moss removal, tree height, funding source and the urgency of the work. The consensus was to defer tree pruning to the Fiscal Year 2022/2023 budget.

- **Consideration: Down to Earth Landscape & Irrigation Estimate #25671 for Removal of Pine Trees in Common Area Next to 3122 Chapin Pass**

**This item, previously the Sixth Order of Business, was presented out of order.**

Mr. Hawkins presented the Down to Earth Landscape & Irrigation (DTE) Estimate #25671 for Removal of Pine Trees in Common Area Next to 3122 Chapin Pass.

**On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Down to Earth Landscape & Irrigation Estimate #25671 for Removal of Pine Trees in Common Area Next to 3122 Chapin Pass, in the amount of \$900, was approved.**

- **Update: Plant and Turf Replacement Project**

**This item, previously the Ninth Order of Business, was presented out of order.**

Mr. Yahn reported the following:

- Both replacement projects were successfully completed.
- The total cost of the combined areas was \$61,758, with an overall savings of \$2,658, and Mark's fee was \$2,955.

Ms. Comella voiced her opinion that the new grass looks beautiful, the pocket parks on Barbour Trail look nice and the work should be sustained.

### **THIRD ORDER OF BUSINESS**

**Consideration: Heidt Design, LLC, Proposal for Stormwater Needs Analysis (*provided under a separate cover*)**

Referencing a handout, Mr. Adams presented the Heidt Design, LLC, Proposal for preparation of the Stormwater Needs Analysis Report. The proposed cost is \$12,500.

**On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Heidt Design, LLC, Proposal to prepare the Stormwater Needs Analysis Report, in the amount of \$12,500, was approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration: Davey Tree Expert Company Proposal #20071275-1636637109 for Cunningham Park and Huckleberry Pond Oak Pruning**

This item was presented following the Second Order of Business.

**FIFTH ORDER OF BUSINESS**

**Continued Discussion: Starkey Ranch Sidewalk Cleaning**

Ms. Hlebak stated only two of the eight pressure-washing companies t she contacted agreed to submit bids for the project. One of the bidders, who resides in the community and was referred by Mr. Silber, asked for more time to decide if he would take the job and to determine the cost of the project.

Discussion ensued regarding the scope of work, using multiple contractors versus one, chemicals, pressure-washing equipment, soliciting bids from larger companies with bigger equipment, project costs and deferring the project to the Fiscal Year 2023 budget.

**SIXTH ORDER OF BUSINESS**

**Consideration: Down to Earth Landscape & Irrigation Estimate #25671 for Removal of Pine Trees in Common Area Next to 3122 Chapin Pass**

This item was presented following the Second Order of Business.

**SEVENTH ORDER OF BUSINESS**

**Discussion: Offices at Cunningham Park**

Referencing a handout, Ms. Comella presented a conceptual site plan for offices at Cunningham Park and stated the CDD needs offices and possibly a few conference rooms. Mr. Liquori stated the Board was asked by the Master Developer to provide a building blueprint for their architect. The goal is to determine the square footage for a building that could fit within the available space, with provision for a second smaller building in the south. The project is in the preliminary, planning stages and not fully-engineered or permitted.

Discussion ensued regarding the location of the proposed building, purpose of the building, square footage, whether to purchase property and construct a building or rent office space off site, construction costs, forming a subcommittee to gauge resident opinions regarding the proposed structure, engaging an architect, producing and circulating a survey, a CDD-owned parcel of land near a Publix, the County and landscape and maintenance needs.

**EIGHTH ORDER OF BUSINESS**

**Update: DTE Credit**

Referencing handouts, Mr. Adams stated that he attempted to quantify the value on the shortage on the labor hours and reviewed the Landscape Maintenance Services Deficiency Analysis for 10 months and the TSR CDD Staffing plan. It was discovered that DTE shorted the CDD 6,243 hours of work based on the number of hours specified in the approved contract. The 6,243 hours was multiplied by an hourly rate of \$34.12, equating to a total of \$212,989.72 owed to the CDD for undelivered services. Mr. Adams stated that one way to resolve this would be to negotiate with DTE to give the CDD a monthly credit of \$26,623.72, commencing through with the February billing and going through September 30, 2022.

Discussion ensued regarding whether this approach is possible, from a contractual standpoint.

Mr. Adams responded to questions about the monthly credit amount calculation, hourly rate used by Mr. Adams, value of the contract and the landscape crews. Mr. Adams would commence the negotiations with DTE and provide an update at the next meeting.

**NINTH ORDER OF BUSINESS**

**Update: Plant and Turf Replacement Project**

This item was presented following the Second Order of Business.

**TENTH ORDER OF BUSINESS**

**Consideration: Resolution 2022-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections Begin Conducting the District's General Elections; Providing for Compensation; Setting Forth**

**the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date**

Mr. Adams presented Resolution 2022-03. Seats 1 and 2, currently held by Supervisors Liquori and Call, respectively, will transition to the General Election process and be up for election at the November 2022 General Election.

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Resolution 2022-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections Begin Conducting the District's General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of December 31, 2021**

Mr. Adams presented the Unaudited Financial Statements as of December 31, 2021. He responded to questions regarding the "Commercial shared cost" line item, on Page 2, and the trash collection assessment. Mr. Adams would have a conference call with Lennar about shared revenue, find out which entity does the trash collection billing and notify the Board.

The financials were accepted.

**TWELFTH ORDER OF BUSINESS**

**Approval of January 12, 2022 Regular Meeting Minutes**

Mr. Adams presented the January 12, 2022 Regular Meeting Minutes. The following changes were made:

Line 66: Change "maintaining equipment" to "maintenance equipment"

Line 69: Delete "and residents" and change "want" to "wants"

Lines 80 and 81: Change "no heavy machinery is used" to "heavy machinery drives through the existing creek/jeep crossing"

Line 86: Change "total cost to construct Point A" to "construction cost"

Line 112: Change “Mr. Silber” to “Mr. Call”

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the January 12, 2022 Regular Meeting Minutes, as amended, were approved.**

### THIRTEENTH ORDER OF BUSINESS

### Action & Completed Items

Mr. Adams reviewed the Action & Completed Items List.

The following Action Items were discussed:

Item 2: In progress; project started on Monday. An additional \$5,000 would be needed for the project.

Item 5: Per Mr. Wilkes, Pasco County officials suggested that the CDD request a meeting once it pinpoints exactly what it needs; the County has a very limited budget but is willing to help the CDD depending on what is being requested. Discussion ensued regarding which items to present to the County.

Item 8: Approved in substantial form. Staff is awaiting approval from the County and SWFWMD.

Item 9: The two concrete span bridges were inspected in early November; D’Angelo Brothers transmitted the report to the County and Staff is awaiting the CDD’s copy.

Items 3, 6, 7, 10, 11, 13, 14, 15, 16, 17 and 20 were completed.

Items 12 and 18: Remain ongoing.

Item 19: Mr. Soety met with the builders for Parcels C and D; progress is being made to get both landscaping packages turned over.

### FOURTEENTH ORDER OF BUSINESS

### Staff Reports

**A. District Counsel: *Kutak Rock, LLP***

There was no report.

**B. District Engineer: *Heidt Design, LLC***

- **Discussion: Line of Sight Issues at Longspur and Heart Pine Avenue Intersection**

Mr. Wilkes reported the following:

- Staff conferred with the County about the line-of-sight issues at Long Spur and Heart Pine Avenue.
- Board approval of the landscape plans for the area and ensuring that the landscape is being maintained within the sight line requirements of the County was recommended.
- There should be a crossing guard at the North Lake roundabout area.
- The County requests a traffic study from the CDD in order to help make upgrades or resolve specific traffic issues.

A resident stated there is a traffic guard shortage in the community and residents do not heed the directions of the crossing guards.

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

- **NEXT MEETING DATE: March 9, 2022 at 5:00 p.m.**
  - **QUORUM CHECK**

The next meeting would be held on March 9, 2022.

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

**I. Monthly Summary Report**

Ms. Hlebak reviewed the January 2022 Monthly Summary Report and discussed various events and activities, facility rentals and the status of the Monthly Summary Report Current Action Items List. She presented a change order from Smart Solutions to replace a camera line and for an additional camera at Homestead and Whitfield; their goal is to tie everything together into a single system for security and access. She confirmed that Mr. Silber reviewed the change order.

**On MOTION by Mr. Call and seconded by Mr. Liquori, with all in favor, the Smart Solutions change order to replace a camera line and for an additional camera at Homestead and Whitfield, in the amount of \$1,778.58, was approved.**

Mr. Call mentioned a structure/pipe at Lyon Pine Lane and Chapin Pass with a depression. He thought that it might be necessary to find a vendor that has more utility experience because the pipe might need to be plugged if the issue is in the joint and, although



Chapman Land Services might be capable of performing the work, it is not their specialty. He asked for Mr. Adams and/or Mr. Wilkes to assist in finding specialized vendors to make the repairs.

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

Mrs. Adams stated that an additional \$5,000 is necessary to complete the M11-A washout repairs, due to price increases for the materials.

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the additional \$5,000 necessary to complete the M11-A washout repairs, was approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisor's requests.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Liquori and seconded by Mr. Silber, with all in favor, the meeting adjourned at 7:18 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair