

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held Multiple Public Hearings and a Regular Meeting on September 7, 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 |
| Jason Silber | Assistant Secretary |

**Also present were:**

|                |                                      |
|----------------|--------------------------------------|
| Chuck Adams    | District Manager                     |
| Cleo Adams     | District Manager                     |
| Alyssa Willson | District Counsel                     |
| Rene Hlebak    | WTS Starkey Ranch Lifestyle Director |
| Mark Yahn      | SCI                                  |
| Barry Mazzoni  | Operations Manager                   |

**Residents present were:**

|               |                   |                  |
|---------------|-------------------|------------------|
| Adam Kaluza   | Frank Stalzer     | Bill Schoemocker |
| Dave Deenihan | Kristy Abbasciano | Cesar Perez      |
| Ray Szelest   | Other Residents   |                  |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 5:01 p.m. Supervisors Liquori, Call, Silber and Comella were present in person. Supervisor Green was not present.

**SECOND ORDER OF BUSINESS**

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

Resident Adam Kaluza voiced his opinion that the Board should consider stopping or cutting services to stop what he believes are constant 8% to 9% assessment increases each year.

- **Presentation by Jose Camacho Regarding 30-Day Pool Suspension by District**  
**This item, previously the Fifth Order of Business, was presented out of order.**  
 Mr. Camacho was not present.

### THIRD ORDER OF BUSINESS

### Public Hearing on Adoption of Fiscal Year 2022/2023 Budget

#### A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

#### B. Consideration of Resolution 2022-08, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams stated the proposed Fiscal Year 2023 budget was the same as the version presented at the July meeting. Due to assessments increasing, Mailed Notices were sent to property owners. He highlighted Operation and Maintenance (O&M) line item changes and explained the reason for the adjustments.

#### **Mr. Adams opened the Public Hearing.**

Resident Frank Stalzer mentioned the recent bid opening for the landscaping contract and the discussion to reject the two bids due to mitigating circumstances. He asked the Board to focus on the following in Fiscal Year 2023.

- Limit the annual budget growth to a max of the inflation.
- Increase the size of the fund balance.
- Develop a three-year spending plan that forces the CDD to live within the budget guidelines, just like every family.

Mr. Stalzer was disappointed that the General Fund is slated to increase 17.50%, equating to \$263 per home, particularly when the inflation rate is 9%. He identified the five

budget line items with significant increases and suggested reallocating the \$105,000 for pressure washing to Fund Balance, which he believes would be a more prudent financial move. He suggested directing Mr. Adams share the off-duty traffic patrol report statistics with residents, quarterly, so residents can decide if the \$20,000 patrol budget is being well-spent.

Due to heated debate amongst those at the meeting, Ms. Willson asked everyone to abide within the public comment policies and procedures.

Resident Bill Schumacher felt that, although property values have increased, he believes the area has peaked and he thinks the Board should stop increasing assessments.

Resident Dave Deenihan felt that the residents do not have sufficient time to understand how they arrive at these budget figures. He wants these types of issues to be presented up front, before having to make a quick decision. It was noted that the proposed Fiscal Year 2023 budget was presented several months ago and has been in the agenda package for the last three meetings.

Resident Kristy Abbasciano asked about plans to finish the sidewalk section across from Whitmore, between 3622 and 3734 Barbour Trail. Mr. Liquori directed her to contact TM as TM still maintains that area. Ms. Abbasciano asked for the missing plastic pylons on Rangeland, before Monroe Commons, to be reinstalled to prevent golf cart from cutting across the pedestrian crosswalk. Ms. Hlebak believed they were removed to help the landscapers maintain the area. Mrs. Adams was asked to have the signage contractor review the area.

Regarding the public comments and why costs and assessments are increasing, Mr. Silber stated that the Developer is no longer subsidizing expenses. He acknowledged that the assessment amount increase for Fiscal Year 2023 is unprecedented.

Mr. Liquori stated that the CDD is adding Albritton Park, which is a significant recreational amenity for the community.

**Mr. Adams closed the Public Hearing.**

Mr. Adams presented resolution 2022-08.

**On MOTION by Mr. Silber and seconded by Ms. Comella, with all in favor, Resolution 2022-08, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2022, and Ending September**

**30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2022/2023, Pursuant to Florida Law**

**A. Proof/Affidavit of Publication**

**B. Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

**C. Consideration of Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

**Mr. Adams opened the Public Hearing.**

No members of the public spoke.

**Mr. Adams closed the Public Hearing.**

Mr. Adams presented Resolution 2022-09.

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Presentation by Jose Camacho Regarding 30-Day Pool Suspension by District**

This item was addressed following the Second Order of Business.

**SIXTH ORDER OF BUSINESS****Consideration of Request by Homeowner to Vacate 3' of Utility Easement Behind 12914 Payton Street**

Mr. Adams presented the pre-application questionnaire submitted to the County by resident Liza Guzman for a petition to vacate 3' of utility easement behind 12914 Payton Street to build a pool. He noted the only utility in the area is Clearwater Gas System.

Resident Cesar Perez stated the petition is under his wife's name. He identified the area on the map and stated, if approved, there will be 10' of easement still available.

Discussion ensued regarding which entity has jurisdiction over the utility tract.

Ms. Willson stated she will verify the plat language and confirm with the District Engineer. Mr. Perez stated that an email to the County will suffice.

**On MOTION by Ms. Comella and seconded by Mr. Call, with all in favor, the homeowner request to vacate 3' of utility easement behind 12914 Payton Street, contingent upon Ms. Willson's confirmation that there are no issues for the CDD to be concerned about, was approved.**

**SEVENTH ORDER OF BUSINESS****Consideration of Suncoast Pool Service Commercial Service Proposal**

Ms. Hlebak presented the Suncoast Pool Service proposal to add Albritton Park to the scope of services. As an existing vendor, this will involve amending the existing Agreement. Services are three days per week, from October through March, and five days per week for all other months; this includes standby services for any emergencies.

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the proposal and amending the existing Suncoast Pool Service Agreement to add Albritton Park to the scope of services, was approved.**

**EIGHTH ORDER OF BUSINESS****Discussion: Results of Discussion with the County Regarding the Lake Blanche and**

**Esplanade Entrance Intersection and the  
Addition of a Stop Sign**

Mr. Stalzer stated that the Lake Blanche Drive extension to Starkey Boulevard will open soon. A request to a Starkey Chairwoman to install a stop sign was submitted because they think the crosswalk will not be sufficient, especially once the school opens. Information will be provided once the study is completed, which will take about four weeks.

**NINTH ORDER OF BUSINESS**

**Update: Road Maintenance Responsibility  
– Longspur and Village 1 Areas**

Mr. Adams will ask Mr. Wilkes to email an update to the Board.

**TENTH ORDER OF BUSINESS**

**Consideration of Down to Earth Estimate  
#33443 for Rangeland West Herbicide and  
Site Preparation [\$13,142.16]**

This item was tabled at the last meeting.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of The Davey Tree Company  
Proposals for Albritton Park**

**A. Tree Pruning [\$5,900.00]**

Mr. Call received confirmation from Mr. Soety that the Developer completed this work as part of building the park. This is an additional proposal to the one obtained from another vendor and is to be used as a future annual maintenance tree trimming number.

**B. Fertilization/Soil Care [\$36,295.00]**

These items were tabled.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Award of Contract for  
Landscape Maintenance *(to be provided  
under separate cover)***

Mr. Adams stated that, due to discrepancies with the map, it is necessary to reject the bids received. Ms. Willson stated that Rule 3.9 of the Rules of Procedure allow the Board to

reject all bids if they are not enough to be competitive or if rejection is in the best interest of the CDD. As only two bids were received and there is a lack of clarity as to what those bids encompass, the Board can choose to reject all bids and proceed with the rebid process. Staff will need to update the map to reflect all areas and publish the Request For Proposals (RFP) to run three weeks to ensure the CDD receives competitive bids. The results will be on the November agenda.

The Board opened public comments.

Resident and Board candidate Ray Szelest asked what will happen since the current DTE contract expires September 30, 2022. Mr. Call stated there is a provision in the contract for month-to-month services.

Mr. Stalzer asked if the direction given in the pre-bid meeting was incorrect and if that caused the contractors to make two separate mistakes.

Mr. Call stated that everyone received the same full-sized neighborhood map but areas were not color-coded correctly. Because of this, he is in favor of rejecting all the bids and rebidding the contract, based on Ms. Willson's recommendation and Florida Statutes, such that the Board cannot accept a contractor's verbal statement that those areas will be included in the price and Mr. Yahn's comment at the workshop that there will likely be more than two bidders.

Besides rejecting the bids, Mr. Call proposed Mr. Yahn or his staff work with CDD Staff, review every document and map, conduct the bid meetings and send invitations to his contacts in the industry. Mr. Call hoped DTE will agree with the month-to-month extension.

Ms. Willson recommended the bid scope include a question and answer period, and allowing Mr. Yahn or other CDD Staff to extend the bid process, in consultation with the Chair, by issuing an addendum to the contract, to extend the bid process out an additional number of days. She recommended continuing with the timeline as presented of a, December 1, 2022 start date.

Discussion ensued regarding the rebid timeline and mobilization site, before announcing the rebid, and identifying other CDD parcels to accommodate the facility, other than areas that the Developer is conveying to the CDD.

Mr. Liquori stated, in light of reducing the property size, the Developer believes there will still be plenty of space for the landscape area and is working on the Site Plan, which will be sent to Mr. Adams to email the Board. Ms. Willson suggested including it in the RFP package and flag it as conceptual, for demonstrative purposes.

Mr. Adams will contact DTE and, if agreed, present an Addendum at the next meeting for ratification.

**On MOTION by Mr. Call and seconded by Ms. Comella, with Mr. Call, Ms. Comella and Mr. Liquori in favor and Mr. Silber dissenting, rejecting all bids due to issues discovered during the workshop and discussed during this meeting, discrepancies in the bids, bid packages, maps, and a lack of competitiveness based on receiving only two responses, such that the Board finds it is not in the best interest of the CDD to proceed with awarding the contract and directing Staff to rebid the project, was approved. [Motion passed 3-1]**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Conveyances from WS-TSR, LLC**

Ms. Willson presented the following:

- A. Presentation of Engineer’s Certificate**
- B. Warranty Deed from WS-TSR B2 – Tract B1**
- C. Warranty Deed from WS-TSR B2 – Tract B2**
- D. Warranty Deed from WS-TSR Huckleberry Pond**
- E. Warranty Deed from WS-TSR M6A-DS**
- F. Warranty Deed from WS-TSR Pond 4-1**
- G. Warranty Deed from WS-TSR Stansil Remainder**

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, Conveyance Items 13A through 13G, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Update: Hog Trapping in TSR**



Mr. Mazzoni stated that the hunt was completed in August and others will be scheduled, as needed, throughout the fall and the first part of next year.

**FIFTEENTH ORDER OF BUSINESS****Discussion: Integra Realty Resources  
Appraisal of Welcome Center and Land**

Mr. Adams presented the Integra Realty Resources (IRR) Appraisal, which valued the property at \$970,000. Ms. Willson and Mr. Adams responded to questions about negotiating the purchase and financing options.

Board Members addressed resident questions, listened to resident feedback and proposed deferring certain projects for one year in order to purchase the Welcome Center.

Discussion ensued regarding leasing the facility, financing options, tax and valuation versus current market value.

Regarding conflict-of-interest concerns, Ms. Willson stated that, if Mr. Call and Mr. Liquori do not receive any other financial income from the Developer outside their regular salary, it is not a conflict of interest for them to vote on this matter. The contract will be presented to the Board for ratification.

**On MOTION by Mr. Silber and seconded by Ms. Comella, with all in favor, making an offer contingent upon finding acceptable financing and approval of the CDD Board of the contract to purchase the Welcome Center, based on Board approval of the final financing options, final inspections and final real estate documentation, and a preliminary offer in that amount, subject to further discussion at the office of the meeting, and appointing Mr. Silber to assist in the negotiations and execute the offer, was approved.**

**SIXTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Reports  
as of July 31, 2022**

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2022. He was asked to find out when the Commercial Shared costs are due to the CDD.

The financials were accepted.

**SEVENTEENTH ORDER OF BUSINESS****Approval of August 10, 2022 Regular Meeting Minutes**

Mr. Adams presented the August 10, 2022 Regular Meeting Minutes. The following changes were made:

Line 69: Change “Mr. Liquori” to “Mr. Wilkes”

Line 73: Change “Mr. Liquori” to “Mr. Call”

Regarding Line 80, Mr. Adams to ensure Staff is sending the Roving Patrol Reports to the Board upon receipt.

Line 80: Change “the Board” to “Mr. Call”

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the August 10, 2022 Regular Meeting Minutes, as amended, were approved.**

**EIGHTEENTH ORDER OF BUSINESS****Action & Completed Items**

Item 4: Kimly Horn completed the wooden bridge load rating analysis, deeming it in good condition, and submitted it to the State to place on its Key Inspection Program.

Item 5: Ms. Comella and other Board Members commented on District Staff’s response time, concerns about items not being completed and defining actual responsibilities.

Discussion ensued regarding establishing Committees, transitioning from a Developer to a resident Board and concerns and examples of Sunshine Law violations.

Item 6 was withdrawn.

Items 4, 12, 14, 27 and 28 were completed.

**NINETEENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: *Kutak Rock, LLP***

Ms. Willson continues working with the Developer on various items, such as turning improvements over to the CDD and working with other Staff on the items discussed today.

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

There was no report.

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

- **NEXT MEETING DATE: October 12, 2022 at 5:00 p.m.**
  - **QUORUM CHECK**

The next meeting is scheduled for October 12, 2022.

**Ms. Comella left the meeting at 7:45 p.m.**

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

- **Monthly Summary Report**

Ms. Hlebak reviewed the August 2022 Monthly Summary Report. She noted Ms. Iliana Santiago is the new Lifestyle Coordinator.

**I. Consideration of SMARTSolutions Proposal for Network Upgrades at Parks/ Pools**

- **Preventative Maintenance Support Package**

Ms. Hlebak presented the SMARTSolutions proposal for network upgrades at the parks and pools and the preventative maintenance support package, which she did not think is necessary. Mr. Silber suggested looking into setting up a “mesh” network between all locations so there is one source of internet and a shared agreement. This is more expensive than WiFi but it will probably be less expensive in the long run.

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

The Field Operations Report was included for informational purposes.

**TWENTIETH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Silber asked to “Book Mark” agenda items to be on the agenda.

**TWENTY-FIRST ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Liquori and seconded by Mr. Call, with all in favor, the meeting adjourned at 8:07 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair