

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on April 10, 2024, at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa Florida 33556.

Present:

Mary Comella (via telephone)	Chair
Frank Stalzer	Vice Chair
Ray Szelest	Assistant Secretary
David Deenihan	Assistant Secretary

Also present:

Chuck Adams	District Manager
Alyssa Willson (via telephone)	District Counsel
Ryan Dugan	Kutak Rock, LLP
Barry Mazzoni	Operations Manager
Mark Yahn (via telephone)	SunScape Consulting, Inc., (SCI)
Peter Soety (via telephone)	SunScape Consulting, Inc., (SCI)
Rene Hlebak	WTS Starkey Ranch Lifestyle Director
Jennifer Niles	Starkey Ranch K-8 School Administrator
Corporal Borris	Pasco County Sheriff's Office

Residents present:

Karen Anderson	Matt Bruno	Bill Schumacher	Megan Cody
Linda Deenihan	Sonny Flora	Leslie Shutter	Kyle Medley

FIRST ORDER OF BUSINESS

Call to Order/Roll Call/Pledge of Allegiance

Mr. Adams called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Supervisors Stalzer, Deenihan and Szelest were present. Supervisor Comella attended via telephone. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments (agenda items) [3 minutes per person]

***Disclaimer:** These summary minutes are intended to only highlight the topics discussed, items being considered and actions taken. The audio is available upon request.*

Resident Linda Deenihan asked about the status of researching the ability to reduce the speed limit on Night Star Trail to 25 miles per hour (mph), which she believes is the speed limit in every other area of Starkey Ranch. Mr. Mazzoni will follow up with the District Engineer.

Resident Bill Schumacher posed questions and Staff responded, as follows:

- Regarding whether the MPOA is responsible for enforcing rules, such as addressing those that leave trash bins in the driveway for a week, if the particular neighborhood does not have an HOA, the answer is yes; the MPOA enforces rules under the Deed Restrictions and the CDD enforces in the common areas of the CDD.
- Regarding who is responsible for maintaining the long, now weathered, black fences in the community across the street from the high school, it was noted that the homeowners are responsible and the MPOA is responsible for enforcement.

Mr. Schumacher thanked the Board for installing landscaping at the end of Esplanade. He expressed his concern about the possibility of accidents occurring and noted three instances in the last week where he was almost ran over by scooters and motorized bikes.

- Regarding if there is a hole in the Huckleberry lake, as he believes the water levels are far below the water line compared to other lakes, Mr. Mazzoni stated that several ponds that have not yet recovered. Mr. Adams stated that the lakes are a window to where the water table is, which fluctuates in the rainy season.

Resident Megan Cody suggested initiating a program in which resident Dave Peterson will, officially via the Sheriff's Department, teach bike safety classes. Mr. Adams stated that the Declarations do not allow use of scooters on the sidewalks or roadways.

Resident Kyle Medley thanked the Board for installing the shrubs behind his residence to fill in the open gap. He distributed and presented photographs of vehicle accidents, one being a fatality 1,000 yards from his residence and another vehicle engulfed in flames 50' yards from his residence, which damaged the recently installed shrubs. He expressed his opinion that the homes with the fence are receiving special treatment; he believes his is the only home that does not have a fence. He asked if there is a way to install a fence, as it was not possible to extend the existing fence, due to Pasco County's future project. Mr. Stalzer and Mr. Mazzoni will inspect the area and report their findings at the next meeting.

Resident Leslie Schutter voiced his concerns about speeding on Night Star Trail. He thinks a crosswalk should be installed from the new park on Ranchers Gap and Night Star Trail.

Mr. Mazzoni noted the location of two nearby crosswalks; installing another would be difficult because the roadway is curved.

Mr. Schutter asked for permission to install trees and bushes on CDD property, similar to an area adjacent to his residence, and voiced his opinion that the landscapers have not maintained that area. Mr. Schutter stated that his friends also complained about the landscapers not maintaining in front of all three houses. Mr. Mazzoni will inspect the area and contact LMP. Mr. Schutter asked if there are plans to install a sprinkler system.

THIRD ORDER OF BUSINESS**Acceptance of Resignation of Supervisor
Ray Szelest [Seat 4]**

This item was presented following Item 4BIV.

FOURTH ORDER OF BUSINESS**Consider Appointment to Qualified Elector
to Fill Unexpired Terms of Seat 3 and Seat
4; Terms Expires November 2024****A. Candidates**

Mr. Adams stated that, of the three candidates interested in filling vacant seats, Mr. Escandon emailed at 5:45 p.m., advising that he is unable to attend the meeting due to a last-minute conflict.

I. Karen A. Anderson

Candidate Karen Anderson spoke on her familiarity and involvement with the Starkey Ranch community and experience as a Board Member; she expressed that she has a vested interest in making sure the community maintains its equity, integrity and beauty.

II. Matt Bruno

Candidate Matt Bruno read his letter declaring his interest in Board Seat 3, which lists his professional qualifications and desire to ensure that home values rise. He wants to work to plan for a multi-year budget, including finding areas to cut costs and maximize value to minimize yearly increases in fees.

III. Alfredo J. Escandon

There was no presentation from Mr. Escandon.

Mr. Stalzer nominated Ms. Karen A. Anderson to fill Seat 3. No other nominations were made.

On MOTION by Mr. Stalzer and seconded by Mr. Szelest, with Mr. Stalzer, Mr. Szelest and Ms. Comella in favor and Mr. Deenihan dissenting, the appointment of Ms. Karen A. Anderson to Seat 3, was approved. [Motion passed 3-1]

B. Administration of Oath of Office to Appointed Supervisors (the following will also be provided in a separate package)

Ms. Comella left the meeting at 6:39 p.m.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Karen A. Anderson. He provided and briefly explained the following documents and suggested maintaining a separate email and files for CDD-related items:

- I. Memorandum Regarding Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- II. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- III. Membership, Obligations and Responsibilities**
- IV. Form 8B – Memorandum of Voting Conflict**

Ms. Willson stated that Mr. Adams' overview of the Sunshine Law and public records laws was thorough. She stressed to Ms. Anderson not to contact or speak with another CDD Board Member in person, via text, email, or social media and to use extreme caution when communicating regarding CDD business.

▪ **Acceptance of Resignation of Supervisor Ray Szelest [Seat 4]**

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

Mr. Adams presented Mr. Ray Szelest's resignation letter.

On MOTION by Mr. Deenihan and seconded by Mr. Stalzer, with all in favor, the resignation of Mr. Ray Szelest from Seat 4, was accepted.

▪ **Continued Consider Appointment to Qualified Elector to Fill Unexpired Term of Seat 4; Terms Expires November 2024**

Mr. Stalzer nominated Mr. Matt Bruno to fill Seat 4. No other nominations were made.

On MOTION by Mr. Stalzer and seconded by Mr. Deenihan, with all in favor, the appointment of Mr. Matt Bruno to Seat 4, was approved.

Mr. Adams asked Mr. Bruno to execute certain forms in the Supervisor's package, noting these items were explained earlier in the meeting.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Matt Bruno.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Appointing and Removing Officers of the District and Providing an Effective Date

Mr. Deenihan nominated the following slate:

Mary Comella	Chair
Frank Stalzer	Vice Chair
David Deenihan	Assistant Secretary
Karen Anderson	Assistant Secretary
Matt Bruno	Assistant Secretary

No other nominations were made.

This Resolution removes the following:

Jason Silber	Assistant Secretary
Raymond Szelest	Assistant Secretary

The following prior appointments remain unaffected by this Resolution:

Chesley (Chuck) E. Adams, Jr.	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Deenihan and seconded by Mr. Stalzer, with all in favor, Resolution 2024-04, Appointing, as nominated, and Removing Officers of the District and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS**Continued Discussion/Consideration of
School Crosswalk at Long Spur and Tibbets
Street Intersection**

Starkey Ranch K-8 School Administrator Jennifer Niles introduced Corporal Boris, of the Pasco County Sheriff's office. Ms. Niles stated, before the school can present its request to the higher school officials, the school is seeking permission from various stakeholders to proceed with changing the direction of the sidewalk and creating a crosswalk that would direct a large number of students. The school is asking the Board's permission to remove certain CDD shrubs to connect the sidewalks; she pointed out the locations on the photographs in the agenda. She voiced her opinion that doing this would address existing safety concerns; the school would incur all costs associated with the project.

Mr. Stalzer asked what entity would be responsible for repairs on CDD property.

Ms. Willson recommended issuing an Easement Agreement or a License Agreement authorizing the work to be done on CDD property and asked if the Board wants to require the entity to conduct the maintenance, as well. Mr. Adams suggested the CDD maintain the area entering the right-of-way (ROW) and for the CDD's contractor to remove the shrubs. He asked Ms. Niles to coordinate the project with Mr. Mazzoni.

Ms. Niles will notify the CDD once the School obtains official approval.

On MOTION by Mr. Stalzer and seconded by Mr. Deenihan, with all in favor, authorizing District Counsel to draft a License Agreement with Starkey Ranch K-8 School, authorizing the removal of certain CDD shrubs as discussed, and authorizing the Chair or Vice Chair to execute, was approved.

Resident Sonny Flora, who runs the Community Garden, thanked the CDD for supporting them and their efforts to make the community a better place for everyone to enjoy.

SEVENTH ORDER OF BUSINESS**Discussion: Letter to Homeowner
Regarding Pond Embankment Erosion**

Mr. Mazzoni stated that he sent the final draft letter to Ms. Willson for her review. He updated the new Board Members about homeowners causing pond embankment erosion

damage on CDD property when making improvements to their private property. He noted that the Board might decide to charge the homeowner for the repair costs.

EIGHTH ORDER OF BUSINESS**Update: Rangeland West Landscaping Project**

Mr. Soety stated that fungicide is being applied to some areas this week. Water saturation is being closely monitoring daily and he is being notified of any changes. Mr. Yahn will inspect next week.

Mr. Yahn stated that the Landscape Architect deemed the project complete, so it will be phased out and turned over to operations. He thinks the project was successful and that LMP has done a good job with the quality of plant material and turf, installation and the irrigation adjustments. It is now just a matter of having it settle down. Mr. Stalzer voiced his opinion that it looks outstanding and is exactly how it was described. Mr. Mazzoni stated that the extra plant material will be utilized on CDD property and that LMP was asked to provide a methodology explaining the cost difference, which will be presented at the next meeting.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Reports as of February 29, 2024**

Regarding delinquent accounts, Mr. Adams stated that he expects to receive an \$18,000 check from Starkey Ranch Asset tomorrow, which is for the prior year. The CDD received 41% of the 2024 invoices that were mailed at the end of January. He authorized the transfer of \$2.5 million to the BankUnited investment account and plans to initiate another transfer later this month, all of which will provide revenue to the CDD.

Discussion ensued regarding the reasons for the significantly high "irrigation repairs" costs, the procedures in place to review and approve large invoice amounts, plans to switch to solar and the costs associated with the upcoming Stancil Park and Parcel E projects.

Mr. Mazzoni stated that LMP is working on a Report about well installation, which he will email to the Board and include on the next agenda. Mr. Bruno suggested Mr. Mazzoni utilize Ms. Anderson when negotiating with Taylor Morrison (TM) on the turnover of Stancil Park.

The financials were accepted.

TENTH ORDER OF BUSINESS**Approval of March 13, 2024 Regular Meeting Minutes**

On MOTION by Mr. Stalzer and seconded by Mr. Deenihan, with all in favor, the March 13, 2024 Regular Meeting Minutes, as presented, were approved.

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

Items 2, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 14, were completed.

TWELFTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock, LLP**
- B. District Engineer: Johnson Engineering, Inc.**
- C. District Manager: Wrathell, Hunt and Associates, LLC**

There were no reports from Staff.

- **NEXT MEETING DATE: May 8, 2024 at 6:00 PM [Presentation of Fiscal Year 2024/2025 Proposed Budget]**
 - **QUORUM CHECK**

D. Lifestyle Director & Amenity Manager: Arch Amenities Group

Ms. Hlebak presented the Monthly Summary Report.

Discussion ensued regarding reasons for the delay in the Homestead Park pool repairs.

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

Mr. Mazzoni presented the Monthly Field Operations Report. He noted the following:

- The District Engineer advised him that the stormwater system maintenance repairs project will commence next week.
- The hog trapper is scheduled to hunt this Friday; five hogs were caught in the last month. Activity is mostly occurring on Barbour Trail. He believes the controlled burns and the CDD's efforts have helped minimize the damage that took place last year.
- A mockup of the proposed landscape maintenance area was distributed.

Mr. Mazzoni will work with Ms. Willson on a draft Use Agreement and Contract Addendum with LMP and work with LMP to define the maintenance yard before scheduling the survey, all of which will be presented at the next meeting. The Developer has not yet conveyed

the property to the CDD. Mr. Mazzoni will suggest not to extend the LMP contract, if all these items are not finalized by July.

- The sidewalk inspections identified a lot of grates that need to be added .
- The Stancil Park residents' list of concerns to the home builder was requested.
- LMP and other vendors were notified of the April 30, 2024 deadline to submit proposals to incorporate into the proposed Fiscal Year 2025 budget.

THIRTEENTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Stalzer asked to schedule a budget workshop. Mr. Adams will schedule a workshop on May 8, 2024 at 4:00 p.m., before the 6:00 p.m. regular meeting.

FOURTEENTH ORDER OF BUSINESS**Public Comments (non-agenda items) [3 minutes per person]**

Mr. Medley asked if a solution to his earlier request will be presented at the next meeting. Mr. Stalzer stated that he and Mr. Mazzoni will inspect the property and report their findings at the next meeting.

A resident asked when the first bond is due and what the terms are. Mr. Adams stated that the amortization schedule is posted on the CDD website.

FIFTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Deenihan and seconded by Ms. Anderson, with all in favor, the meeting adjourned at 7:55 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair