

**MINUTES OF MEETING  
TSR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the TSR Community Development District held a Regular Meeting on May 8, 2024, at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa Florida 33556.

**Present were:**

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

**Also present:**

Chuck Adams	District Manager
Alyssa Willson (via telephone)	District Counsel
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
Bill Levin	Landscape Maintenance Professionals (LMP)
Sam Martel	Landscape Maintenance Professionals (LMP)
Linda Deenihan	Resident
Leslie Schutter	Resident

**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.

All Supervisors were present.

**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.*

Ms. Comella explained the protocols for public comments.

Resident Linda Deenihan posed questions and Staff responded, as follows:

- Regarding a request to reduce the speed limit on Night Star Trail to 25 miles per hour (mph), Mr. Mazzoni stated that the County Engineer is researching this and another request to increase the speed limit on Rangeland Boulevard. He informed the County Engineer about the number of accidents that have occurred on Rangeland Boulevard.
- Regarding a Facebook post stating that the CDD is responsible for maintaining the ponds, Mr. Mazzoni stated that the CDD manages the ponds, except the Hammond and Huckleberry ponds, they are not stormwater ponds. The conditions are most effective when there is good water flow, which, at this time, is not the case due to low water levels. The ponds are inspected weekly and treated as needed. Residents should email issues directly to him. He is preparing a CDD contact information sheet for the lifestyle team to distribute, which is on the [starkeyranch.com](http://starkeyranch.com) website.
- Regarding who approves removal of alligators from the property, Mr. Mazzoni stated that residents should report nuisance alligator sightings to the State; the trapper must deem it a nuisance gator for it to be removed.

### **THIRD ORDER OF BUSINESS**

#### **Discussion: Rangeland West Blvd**

#### **A. Consideration of Landscape Maintenance Professionals, Inc., Addendum 4 to Landscape Maintenance Services Agreement**

Mr. Bill Levin, of LMP, presented Addendum 4 to the Landscape Maintenance Services Agreement for Rangeland West and the Pricing Methodology. He compared the maintenance requirements and cost between the various types of grass.

Discussion ensued regarding a calculation error in the proposal.

Mr. Yahn explained that the contractor's production rates for this extension of service should match the figures in the Request for Proposals (RFP).

This item was deferred, while LMP corrects the Addendum.

#### **B. 2024 Irrigation Evaluation**

Mr. Mazzone stated that LMP received the last seven readings.

Mr. Sam Martel, of LMP, highlighted key information in the 2024 Irrigation Evaluation, as follows:

- The County is not providing pressure because the CDD used up all its time, which is why the CDD is unable to operate the rotor zones.
- There is not enough consistent pressure to operate the spray heads either or for homeowners to run their systems.
- They are tracking the pressure daily while the Pasco County Lead Plant Manager Brett Vorhees finds a solution to the problem.

Discussion ensued regarding the condition of the new plantings on Rangeland West; hand watering hot spots with water tanks, which will not be successful if drought conditions persist; recommendations to hire a water truck for the month; the \$15,943 cost for a four-week period and applying granular Hydretain Root Zone Moisture Manager for a trial period.

The requirements, cost and timeline to install eight wells, were discussed.

Mr. Yahn stated that the consumptive use permit is based on acreage and has an expiration date; the CDD will still need a County permit to connect to the aquifer. He thinks the severely damaged zoysia might recover if it is watered soon. It will be more efficient hiring a 2,000-gallon larger truck with a sprayer; the cost, including the operator, is about \$16,000 per month but it would save millions of dollars in sod. A wet summer is predicted.

Mr. Mazzone reviewed the steps taken and proceeding with Mr. Martel's recommendation to add a pressure gauge on the other side of the property, which will help provide more data to the County. He noted that he observed two Pasco County Utility Representatives walking the property today.

Due to the lack of water, Mr. Yahn thinks there should be some arrangement with LMP to credit all or part of the \$13,200 in irrigation inspection costs to offset the water truck cost for one month. If approved, the truck will be available this Friday and it will take seven days to obtain the permit.

Discussion ensued regarding the frequency of filling the truck and cost of water.

Mr. Martel asked for the CDD's tax exempt ID and federal tax ID, which are needed for the paperwork to install the meter.

**On MOTION by Mr. Stalzer and seconded by Ms. Comella, with all in favor, securing a water truck with LMP, in a not-to-exceed amount of \$15,946.64, plus a \$1,500 deposit for the Hydrometer and a \$160 installation fee, were approved.**

#### **FOURTH ORDER OF BUSINESS**

**Discussion: Reuse Water Schedule from Pasco County**

This item was not addressed.

#### **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-05, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Adams presented Resolution 2024-05. He reviewed the proposed Fiscal Year 2025 budget and noted that a budget workshop will be scheduled for June 12, 2024 at 4:00 p.m., prior to the 6:00 p.m., regular meeting.

Discussion ensued regarding budget timelines to ensure utilizing the services of the Tax Collector and Property Appraiser, anticipating an 8% assessment increase, possibly using surplus funds to offset the anticipated increase, upcoming projects and ensuring unassigned surplus funds are set aside in case the Welcome Center is for sale.

**On MOTION by Ms. Anderson and seconded by Mr. Stalzer, with all in favor, Resolution 2024-05, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 14, 2024, at 6:00 p.m., at the Welcome Center, 2500 Heart Pine Avenue, Odessa Florida 33556; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

**On MOTION by Mr. Deenihan and seconded by Mr. Bruno, with all in favor, Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Fence/Wall Request at 13044 Wildgrass Trail**

After inspecting, Ms. Comella expressed her opinion that this is not a CDD matter.

Mr. Mazzoni and Mr. Stalzer inspected the area and reported their finding, as follows:

- Mr. Mazzoni pointed out in the photographs behind Item 11E that there is now a significant amount of landscaping buffering the residence, compared to when it was built. He thinks this is an MPOA matter and that the homeowner should seek a variance from the MPOA to add additional fencing on their property, since a wall was never intended for that area. He does not think this was a safety issue. Ms. Comella agreed with Mr. Mazzoni's comments.
- Mr. Stalzer believes that, if a 70' wall is installed on the property line, it would look like a closet and block his residence. He agreed with Mr. Mazzoni that the residence is set back enough from SR-54.

Discussion ensued regarding whether to install the same type of fencing that provides privacy and helps with road noise and safety, for uniformity, or exchange the current foliage with foliage that does not need to be cut down to avoid privacy issues, since the sidewalk is being moved.

**On MOTION by Mr. Deenihan and seconded by Mr. Stalzer, with all in favor, rejecting the request for a fence/wall at 13044 Wildgrass Trail and not building anything between the residence and SR-54, was approved.**

**EIGHTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Reports  
as of March 31, 2024**

Mr. Adams stated that the “Interest” earnings amount will show an increase on the next Report, since transferring \$2.5 million to the ICS investment account; he expects that will cover the cost of the water truck.

Discussion ensued regarding the ability to collect unpaid property taxes via tax lien certificates, the Sunshine Law, advising Board Members not to post or respond to social media posts and coding and processing LMP invoices for payment only until full service is provided.

The financials were accepted.

**NINTH ORDER OF BUSINESS****Approval of April 10, 2024 Regular Meeting  
Minutes**

The following changes were made:

Line 240: Change “Bruno” to “Schumacher”

Line 289: Change “May 8, 2024” to “June 12, 2024”

**On MOTION by Mr. Stalzer and seconded by Mr. Deenihan, with all in favor,  
the April 10, 2024 Regular Meeting Minutes, as amended, were approved.**

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

Items 3, 4, 6, 7, 8 and 9 were completed.

Regarding a prior action item, Ms. Comella asked about the parents’ response to the Board denying the request to reimburse costs associated with the child’s injuries. Mr. Adams paraphrased the parent’s response as: “We will have to review all of our options and you may hear back from us.” That response was emailed about 60-days ago.

Item 13: Change “05.08.24” to “06.12.24”

**ELEVENTH ORDER OF BUSINESS****Staff Reports**

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

Mr. Adams distributed and presented the Internal Revenue Service (IRS) Information Document Request Form 4564, served on the CDD. He noted the following:

- This is a random audit of the CDD Debt Service Fund Series 2018 Construction Fund activities, Special Assessment Revenue bonds.
- The form was initially sent to the wrong District Management firm.
- The audit should be handled straight forward and to the letter of the law, ensuring the CDD meets all the IRS obligations and requests but does not overshare information.
- In light of the original Bond Counsel points of contact retiring, he recommended engaging Kutak Rock's Tax Attorney Specialists.
- He interviewed Kutak Rock Tax Counsel and executed a Power of Attorney to include Counsel's names as representatives of the CDD.

Ms. Willson provided background about Kutak Rock's Tax Counsel Matthias Edrich and David Lu. She noted that her history with the CDD will enable her to point them to relevant documents instead of turning all the files over to them for review; this will be more efficient than engaging another firm. As the Audit was initially sent to the incorrect District Management company, Mr. Adams' office obtained an initial extension; the current deadline is 12 days from now.

**On MOTION by Ms. Comella and seconded by Ms. Anderson, with all in favor, engagement of Kutak Rock Tax Counsel to represent the CDD before the IRS regarding the audit of the CDD Series 2018 Special Assessment Revenue Bonds, was approved.**

Ms. Willson stated that Tax Counsel will submit a response to the IRS and provide ongoing updates; she expects the process to span six months to a year before the Audit is closed.

Regarding use of scooters, Ms. Willson stated that standup scooters must comply with the speed limit and not to exceed 25 mph, which is under the same law that applies to bicycles

and e-bikes. The State law changed in 2023 whereby, those under the age of 16 can use the scooter as long as they wear a helmet. There is no County ordinance about this matter.

**B. District Engineer: Johnson Engineering, Inc.**

There was no report.

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

- **NEXT MEETING DATE: June 12, 2024 at 6:00 PM**

The next meeting will be on June 12, 2024 at 6:00 p.m., and will be preceded with a budget workshop at 4:00 p.m.

- **QUORUM CHECK**

**D. Lifestyle Director & Amenity Manager: Arch Amenities Group**

Ms. Hlebak presented the Monthly Summary Report.

Asked if she is inundated with calls to remove alligators, Ms. Helbak stated that she typically receives a few from the same persons that are posting on social media; she reviewed the protocol for responding to alligator sightings; alligators can only be removed if deemed aggressive.

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

Mr. Mazzoni presented the Monthly Field Operations Report. He thanked everyone involved in getting the Homestead Pool deck repair projects completed. The invoice matches the amount the Board approved earlier; the Board approved him processing the invoice.

Mr. Mazzoni provided updates regarding LMP and constructing the landscape maintenance yard. He will work with LMP on the scope of improvements and a project timeline for the next meeting, along with the recommendation on whether to proceed with the project in July.

Mr. Mazzoni stated that Mr. Yahn and Mr. Soety are reviewing proposals from SOLitude and LMP, which will be emailed to the Board prior to the budget workshop.

Ms. Comella asked Mr. Mazzoni to increase the “sidewalk repairs” budget line item in the proposal Fiscal Year 2025 budget.

**TWELFTH ORDER OF BUSINESS**

**Supervisors’ Requests**



There were no Supervisors' requests.

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

Resident Leslie Schutter showed a photograph of landscaping in an area adjacent to his residence and noted his discussions with the County in which he was advised that the Developer's original landscaping plans included four trees, which are missing. Mr. Mazzoni stated that the area appears to be unirrigated Bahia sod; whether to make those improvements would be the Board's decision. Mr. Mazzoni will review the County plans, noting there is no irrigation in that area and stated that he will include this on the next agenda.

The resident from 13044 Wildgrass Trail thanked the Board for doing exactly what it said it would, although he disagreed with the decision.

**FOURTEENTH ORDER OF BUSINESS****Adjournment**

<b>On MOTION by Mr. Stalzer and seconded by Ms. Anderson, with all in favor, the meeting adjourned at 7:55 p.m.</b>
---

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

CopSA:  
Secretary/Assistant Secretary

J. Sh  
✓ Chair/Vice Chair