

**MINUTES OF MEETING
TSR
COMMUNITY DEVELOPMENT DISTRICT**

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

Present were:

Mary Comella	Vice Chair
David Deenihan	Assistant Secretary
Frank Stalzer	Assistant Secretary
Ray Szelest	Assistant Secretary

Also present:

Chuck Adams	District Manager
Alyssa Willson (via telephone)	District Counsel
Barry Mazzoni	Operations Manager
Mark Yahn	SunScape Consulting, Inc. (SCI)
Peter Soety (via telephone)	SunScape Consulting, Inc. (SCI)
Rene Hlebak	WTS Starkey Ranch Lifestyle Director
Neil Johnson	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call/Pledge of Allegiance

Mr. Adams called the meeting to order at 6:00 p.m.

Supervisors Deenihan, Stalzer, Szelest and Comella were present. Supervisor Silber was not present.

The Pledge of Allegiance was recited after the Fifth Order of Business.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

No members of the public spoke.

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

THIRD ORDER OF BUSINESS

Discussion: Rangeland West Extension

Mr. Adams stated that this item was discussed in the Workshop held prior to this meeting.

Mr. Stalzer stated residents should know that the Board reviewed the final cost and overall project in today’s Workshop and this item was discussed at length over the course of several months.

On MOTION by Ms. Comella and seconded by Mr. Szelest, with Ms. Comella, Mr. Szelest and Mr. Stalzer in favor and Mr. Deenihan dissenting, the Rangeland Boulevard West Extension Landscape Project, was approved. [Motion passed 3-1]

FOURTH ORDER OF BUSINESS

Consideration of Storm System Maintenance Repair Quotes

Mr. Adams presented the District Engineer’s Inspection Report outlining deficiencies, proposals and a recommendation to engage Site Master of Florida, the lowest bidder.

Mr. Adams and Mr. Mazzoni responded to questions regarding the budget, scope of services and the recommendation.

On MOTION by Mr. Szelest and seconded by Ms. Comella, with all in favor, the Site Masters of Florida, LLC Proposal dated December 5, 2023, for Storm System Maintenance Repairs, in a not-to-exceed amount of \$5,400, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating Certain Officers of the District, and Providing for an Effective Date

Board Members voiced their reasons for wanting to change the slate of officers.

Mr. Stalzer nominated the following slate:

- | | |
|---------------|------------|
| Mary Comella | Chair |
| Frank Stalzer | Vice Chair |

David Deenihan	Assistant Secretary
Ray Szelest	Assistant Secretary
Jason Silber	Assistant Secretary
Craig Wrathell	Assistant Secretary

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

Asked what legal action can be taken to address absent Board Members, Ms. Willson stated that to remove a Board Member prior to the term expiring is governed by statute and involves specific action by the Governor. If removed, the former Board Member and any interested candidates can apply to run for the Seat during the candidate qualifying period for the upcoming General Election.

Discussion ensued regarding enforcing the code of conduct policy outlined in the Rules of Procedure and the December 31, 2024 deadline for Board Members to complete the required four-hour ethics training.

A copy of the CDD’s Public Comments Policy and Public Decorum Policy will be emailed to the Board.

On MOTION by Mr. Stalzer and seconded by Mr. Deenihan, with all in favor, Resolution 2024-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

▪ **Pledge of Allegiance**

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

All present recited the Pledge of Allegiance.

SIXTH ORDER OF BUSINESS

Consideration: Resolution 2024-03, 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 2024-03. Seats 3, 4 and 5, currently held by Supervisors Silber, Szelest and Comella, respectively, will be up for election at the November 2024 General Election. He noted that the candidate qualifying period is during the week of June 10, 2024.

On MOTION by Mr. Stalzer and seconded by Mr. Szelest, with all in favor, Resolution 2024-03, 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, was adopted.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Reports as of September 30, 2023

Mr. Adams stated that the title of this agenda item listed in the agenda letter is incorrect; the agenda contains the Unaudited Financial Statements as of November, 30, 2023. Work is underway on the final requisition to deplete the Capital Projects Fund Series 2019 Bonds construction account and certifying the completed Series 2015 and 2016 projects.

Mr. Stalzer asked about pursuing delinquent accounts and stated that he expects these items will not show up in next year's annual audit.

On MOTION by Mr. Stalzer and seconded by Mr. Szelest, with all in favor, directing and authorizing Staff to take all actions necessary to proceed with collections, which includes demand letters from District Counsel, as necessary, was approved.

Discussion ensued regarding the Cash Sweep program, mitigation reporting program, consolidating certain operation accounts and the Welcome Center Lease that went into effect October 1, 2023.

The financials were accepted.

EIGHTH ORDER OF BUSINESS

Approval of November 8, 2023 Regular Meeting and Audit Committee Meeting Minutes

On MOTION by Mr. Szelest and seconded by Ms. Comella, with all in favor, the November 8, 2023 Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Action & Completed Items

Items 1, 9, 10, 12, 17 and 18 were completed.

Regarding Items 9 and 10, Mr. Deenihan stated that he was advised to defer the request to reduce the speed limit on Night Star Trail until it is conveyed to the County, as the process will be significantly easier then.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock, LLP

- **Required Ethics Training**

Ms. Willson presented the memorandum detailing the ethics training requirements. She thinks the easiest route is for Board Members to use the State’s free online resources.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **NEXT MEETING DATE: February 14, 2023 at 6:00 PM**
 - **QUORUM CHECK**

D. Lifestyle Director & Amenity Manager: Arch Amenities Group

Ms. Hlebak presented the Monthly Summary Report and Year in Review Report.

Discussion ensued regarding rental events and ensuring providers have proper liability insurance.

Mr. Szelest thanked Ms. Hlebak and her Staff on a successful 2023.

Ms. Hlebak stated that she is actively recruiting to replace Ms. Santiago, who has taken a position out of state.

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

Mr. Mazzoni presented the Monthly Field Operations Report. He thanked Steve for doing a great job paving the area adjacent to the pool where the palm tree was removed.

Discussion ensued regarding working on a towing policy, installing signage and conducting a public hearing, the frequency of these types of violations, obtaining a progress report on the tree injection process and actions to correct the concrete deck issue.

Mr. Stalzer asked for an update about the CDD maintaining the area in front of the blueberry farm.

Mr. Mazzoni stated that, after receiving documentation from the County Attorney indicating that it is the CDD's responsibility to maintain Lake Blanche until it is conveyed over to the County and on advice of District Counsel, LMP is performing minimal maintenance, twice a month, to avoid possible code violations from the County.

Ms. Willson suggested continuing with minimal maintenance until it is conveyed, since the CDD owns the underlying right-of-way (ROW) and the Developer has a construction easement to construct the roadway.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Szelest asked Mr. Mazzoni to inform LMP to address overgrown plantings in the crosswalks.

▪ **Public Comments**

This item was an addition to the agenda.

Resident Neil Johnson, of Barbour Trail, asked about the POA's ability to issue a violation notice for parking on CDD property. It was communicated that the CDD would have to address it.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Deenihan and seconded by Ms. Comella, with all in favor, the meeting adjourned at 7:23 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

CEP EALi
Secretary/Assistant Secretary

Mary E Corvella
Chair/Vice Chair