

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**K-BAR RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the K-Bar Ranch Community Development District was held on **Wednesday, May 21, 2014 at 1:02 p.m.** at the offices of M/I Homes located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, Florida 33634.

Present and constituting a quorum were:

Betty Valenti	<b>Board Supervisor, Chairman</b>
Chloe Firebaugh	<b>Board Supervisor, Vice Chair</b>
Mike Metropolis	<b>Board Supervisor, Assistant Secretary</b>
Ryan Shears	<b>Board Supervisor, Assistant Secretary</b>
Joe Fulghum	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Joseph Roethke	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Tracy Robin	<b>District Counsel; Straley &amp; Robin</b>
Tonja Stewart	<b>District Engineer, Stantec (<i>via phone</i>)</b>
Tommy Medlock	<b>OLM</b>
Justin Santoro	<b>Austin Outdoor</b>
Chris Wallen	<b>Austin Outdoor</b>
John Souers	<b>Austin Outdoor</b>
Dana Bryant	<b>Austin Outdoor</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Roethke called the meeting to order and conducted roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No audience present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of  
the Board of Supervisors' Meeting  
held on March 19, 2014, March 28,  
2014 and May 8, 2014**

Mr. Valenti noted several typographical changes that need to be made to the minutes from March 19, 2014 and March 28, 2014.

On a Motion by Ms. Valenti, seconded by Ms. Firebaugh, with all in favor, the Board approved the minutes from March 19 and March 28, 2014 as amended and approved the minutes from May 8, 2014 for K-Bar Ranch Community Development District.

*(Both Mr. Bryant and Mr. Medlock arrived at 1:05 pm while the meeting was in progress)*

**FOURTH ORDER OF BUSINESS**

**Consideration of Operations and  
Maintenance Expenditures for  
March 2014**

Ms. Valenti mentioned that invoices from Stantec, Straley & Robin, and Tampa Bay Times will be paid for by the Developer since they are related to the Bond issuance and CDD expansion. Ms. Firebaugh requested that Mr. Roethke verify that previous invoices for the CDD expansion were appropriately charged to the developer and not the CDD. A discussion took place regarding snipe sign from builders on District property. These are not allowed and the Board directed District staff to send letters to the builders to have these removed.

On a Motion by Ms. Firebaugh, seconded by Mr. Metropolis, with all in favor, the Board ratified the Operation & Maintenance expenditures for March 2014 totaling \$32,101.55 for K-Bar Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Landscape Update**

Mr. Roethke presented the landscape report to the Board. Mr. Santoro reviewed the March and April reports with the Board. Some discussion took place regarding new landscape installations. Mr. Metropolis would like to know when some of the landscape replacements will start taking place. Ms. Valenti is working with a landscape architect to come up with a plan for new installations and will have a proposal ready for the June 18<sup>th</sup> meeting. Mr. Metropolis commented that the landscape is looking better overall throughout the District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal for Pet Waste Disposal**

Mr. Roethke presented a proposal for pet waste disposal services to the Board. Ms. Valenti discussed another vendor that provides a different type of bag that can be used as an alternative. A discussion ensued.

On a Motion by Mr. Fulghum, seconded by Ms. Firebaugh with all in favor, the Board approved the proposal from Poop 911 for installation of five (5) dog waste stations for a total of (\$1,750.00) , as well as, \$29.75 per week for removal of pet waste at all the stations for K-Bar Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Cleaning Services**

Mr. Roethke presented a proposal for cleaning services from Vanguard to the Board. A discussion ensued regarding the scope of services and seasonal frequency for cleanings.

On a Motion by Mr. Fulghum, seconded by Ms. Valenti, with all in favor, the Board approved the proposal from Vanguard for 2x weekly cleanings (November-April) at \$345.00 per month and 3x weekly cleanings (May-October) at \$455.00 per month, as well as, cleaning pool furniture and fan blades on an as-needed basis for \$95.00 per event for K-Bar Ranch Community Development District.

Mr. Roethke will send a termination letter to the current vendor, LES Corporation, to stop services on June 30, 2014, with Vanguard beginning on July 2, 2014.

**EIGHTH ORDER OF BUSINESS**

**Presentation of OLM for Landscape Supervision Services**

Mr. Medlock provided a presentation regarding landscape supervision services from OLM and entertained several questions from the Board. Mr. Robin added some comments regarding his experience with OLM at other Districts and has no issues with the legal aspects of their contract. A discussion took place regarding monthly inspections, the performance payment process, and contract issues. Representatives from Austin Outdoor expressed some concerns regarding standards for inspections. Mr. Medlock did confirm that inspection standards are subjective. Mr. Medlock will provide a proposal from OLM's services that will be presented to the board for their consideration at the next meeting.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposal for Tree Trimming**

Mr. Roethke presented two proposals for tree trimming on Early Violet Drive. There are some oak branches that are encroaching on to a resident's property from a CDD common area and need to be trimmed back.

On a Motion by Ms. Firebaugh, seconded by Mr. Fulghum, with all in favor, the Board approved the proposal from Sherman Lugo for tree trimming at a cost of (\$1,350.00) for K-Bar Ranch Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal from Austin Outdoor for Landscape and Irrigation Maintenance**

Mr. Roethke presented a proposal from Austin Outdoor for landscape and irrigation maintenance of the newly installed areas in Parcel O-1. Ms. Valenti commented that this is for the East-West Roadway common area, and not Parcel O-1. Mr. Souers confirmed that this proposal is for the correct area, adding that it was just a labeling error on their proposal.

On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board approved the proposal from Austin Outdoor at a total annual cost of (\$16,503.00) which will be added to their current contract for K-Bar Ranch Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Transfer of SWFWMD Documents to CDD for Parcel Q**

Mr. Roethke presented SWFWMD documents for Parcel Q that will need to be accepted by and transferred to the CDD. This is for the Surface Water Management System. Ms. Stewart asked a question regarding the transfer and noted that she would like to review this area before accepting the documents.

On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board Accepted SWFWMD documents for Surface Water Management System pending review by the District Engineer for K-Bar Ranch Community Development District.

*(Mr. Fulghum, Mr. Santoro, Mr. Wallen, Mr. Souers and Mr. Bryant all left the meeting in progress at 3:00 p.m.)*

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution  
2014- 20, Adopting 2011 Project  
Completion**

Mr. Roethke presented a resolution to the Board for adopting the Engineer's Certificate for the 2011 Project Completion.

On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board adopted the Resolution 2014-20 the Engineer's Certificate for the 2011 Project Completion for K-Bar Ranch Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Presentation of Fiscal Year  
2014/2015 Proposed Budget  
1. Consideration of Resolution  
2014-21, Approving Fiscal Year  
2014/2015 Proposed Budget and  
Setting the Date, Time and  
Location for the Public Hearing**

Mr. Roethke presented the proposed budget for FY 2014-2015. A discussion took place regarding several line items on the budget. Assessments will not increase, and services are being expanded due to Parcel Q coming online and being added to the assessment roll. No changes were made to the proposed budget.

On a Motion by Mr. Metropolis, seconded by Ms. Firebaugh, with all in favor, the Board adopted the Resolution 2014-21, approving the proposed budget and setting the date, time and location of the public hearing for the final budget as of August 20, 2014 at 6:00 pm at the New Tampa Regional Library for K-Bar Ranch Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Presentation of Registered Voter  
Count**

Mr. Roethke presented the registered voter count, which is 345 as of April 15, 2014 for K-Bar Ranch CDD. There will be a general election in November for seats 4 and 5, currently occupied by Ryan Shears and Joe Fulghum, respectively. The qualifying period to get on the ballot is from noon on June 16, 2014 until noon on June 20, 2014. For more information, please contact the Hillsborough County Supervisor of Elections at [www.votehillsborough.org](http://www.votehillsborough.org) or by phone at 1-888-297-4362. It was also noted that seat 1 currently occupied by Mike Metropolis, will be up for landowner election in November 2014.

**FIFTHTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No report.

**B. District Engineer**

Ms. Stewart mentioned that she and the District Manager are working on issues with the street lights to ensure that they are all being billed and accounted for.

Ms. Stewart also mentioned she is working on erosion repair issues on some of the new ponds in Parcel O-1.

Ms. Stewart discussed using the \$3,000.00 from the 2006 construction account to pay for some erosion repairs in the new ponds in Parcel O-1 by adding some aquatic plants.

Regarding the cost for the round-about design, Ms. Stewart will provide some free services of her own to offset the differences between the price that was quoted to the Board and what was actually charged. It will reflect in future billing as it hasn't come across her desk as of yet.

**C. District Manager**

Mr. Roethke stated that the next Board of Supervisors' meeting will be held on June 18, 2014 at 6:00 p.m. at the offices the New Tampa Regional Library located at 10001 Cross Creek Blvd. Tampa, Florida 33647.

Mr. Roethke distributed a flyer for a free Pond Workshop that Rizzetta and Company will be sponsoring with SWFWMD. The Workshop will be on June 25 from 1:00pm to 4:00pm at Rizzetta's Ashlyn Park Training Center. To RSVP, please contact Shannon Shelton at 813-933-5571 or email her at [sshelton@rizzetta.com](mailto:sshelton@rizzetta.com).

Mr. Roethke also distributed the 2013 Fiscal Year Audit to the Board. It was noted for the record that the auditor's opinion was unqualified for this District and there were no instances or adverse findings reported for this District.

<p>On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board accepted the findings of the Audit Report for Fiscal Year 2013 for K-Bar Ranch Community Development District.</p>
---

**SIXTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Valenti added some comments regarding the street lights. She would like to look into adding all of the street lights into the CD budget so that all residents pay an equal share of the street lights within the community. Mr. Roethke and Ms. Stewart will look at all the current contracts and invoices to see if this will be possible.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Valenti, seconded by Ms. Firebaugh, with all in favor, the Board adjourned the meeting at 3:18 p.m. for K-Bar Ranch Community Development District.

  
\_\_\_\_\_  
Secretary / Assistant Secretary

  
\_\_\_\_\_  
Chairman / Vice Chairman