

***K-BAR RANCH  
COMMUNITY DEVELOPMENT DISTRICT***

***Agenda Package***

***Board of Supervisors  
Business Meeting***

***Wednesday,  
December 21, 2011***

***10:00 a.m.***

***Stantec/ WilsonMiller  
2205 North 20<sup>th</sup> Street  
Tampa, Florida***

# K-Bar Ranch Community Development District

---

Development Planning and Financing Group  
15310 Amberly Drive, Suite 175, Tampa, Florida 33647  
Phone: 813-374-9102

December 14, 2011

Board of Supervisors  
**K-Bar Ranch Community  
Development District**

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the K-Bar Ranch CDD is scheduled for **Wednesday, December 21, 2011** at 10:00 a.m. at the **offices of Stantec, 2205 North 20<sup>th</sup> Street, Tampa, Florida**. *The advanced copy of the agenda for each meeting is attached.*

Enclosed for your review in the Advance Board Package is:

- Minutes of November 16, 2011 Meeting; and
- Check Register as of December 14, 2011.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. Any additional support material will be forwarded to you under separate cover or distributed at the meeting. If you have any questions, please contact me.

Sincerely,

*John Daugirda/jmr*

John Daugirda  
District Manager

JD:jmr  
Enclosures

cc: Mark Straley, John Vericker, Attorney  
Jackie Shenefield, Hill, Ward, Henderson  
Tonja Stewart, Engineer  
Richard Woodville  
Jeanne Rugg (Record Copy)

District: K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT  
Date of Meeting: **Wednesday, December 21, 2011**  
Time: 10:00 a.m.  
Location: Stantec  
2205 North 20<sup>th</sup> Street  
Tampa, FL 33605

***Regular Business Meeting  
Agenda***

1. Roll Call
2. Business Administration Items:
  - A. Approval of Minutes of November 16, 2011 Meeting
  - B. Acceptance of Check Register as of December 14, 2011
3. Business Items:
  - A. Consideration of Street Light District Dissolution
  - B. Review of Boundary Amendment Matter
  - C. Consideration of Upland Habitat Deed
4. Staff Reports
  - A. Manager
    1. Amenity Center Update
    2. Landscape Maintenance Update
    3. Pond Maintenance
  - B. Attorney
  - C. Engineer
5. Supervisors Requests and Audience Comments
6. Adjournment

**SECTION TWO**

**Item A**



1 **THIRD ORDER OF BUSINESS - Business Items**

2 **A. Consideration of Resolution 2012-1, Budget Amendment for FY 2011**

3 Mr. Daugirda stated Resolution 2012-1 is for the budget amendment for Fiscal  
4 Year 2011. The amendment reconciles on a line item basis the actuals to what is  
5 budgeted. It is going from \$158,666, plus additional money from the fund balance  
6 forward was added which leads to an amended budget of \$198,329. There were some  
7 extra expense requirements for legal and engineering. I motion to adopt the resolution is  
8 in order.

9 Following discussion,

10  
11 On MOTION by Ms. Sasha Goodman SECONDED by Ms. Brown, WITH ALL IN  
12 FAVOR, the Board adopted Resolution 2012-1, Budget Amendment for Fiscal Year  
13 2011.

14  
15 **SECOND ORDER OF BUSINESS – Business Administration Items: (Continued)**

16 **B. Acceptance of Financial Statements as of September 2011**

17 Mr. Daugirda presented the financial statements as of September 2011 and  
18 requested a motion to approve.

19  
20 On MOTION by Ms. Jamie Goodman SECONDED by Ms. Brown, WITH ALL IN  
21 FAVOR, the Board approved the Financial Statements as of September 2011.

22  
23 **C. Approval of Requisition 2012-2**

24 Mr. Daugirda presented Requisition 2012-2 for Florida Leak Locators for pool  
25 repairs, and requested a motion to ratify.

26  
27 On MOTION by Ms. Sasha Goodman SECONDED by Ms. Brown, WITH ALL IN  
28 FAVOR, the Board ratified Requisition 2012-2.

29  
30 **FOURTH ORDER OF BUSINESS – Staff Reports**

31 **A. Manager- Amenity Center Update**

32 **A.1. Amenity Center Update**

33 **A.4. Cameras Update**

34 Mr. Daugirda stated the cameras are being installed and they need surge  
35 protection. We will check with Mobley to see if they can provide Bright House internet  
36 access.

1 Mr. Metropolis gave a report on the progress of the camera installation and  
2 discussion was held regarding the purchase of a surge protector and internet service  
3 provided by Bright House.

4 Mr. Daugirda requested ratification for the approval of the camera installation in  
5 the amount not to exceed \$700.

6  
7 On MOTION by Ms. Sasha Goodman SECONDED by Ms. Brown, WITH ALL IN  
8 FAVOR, the Board ratified the expenditure for the security cameras at the amenity center  
9 in the amount not to exceed \$700.

10  
11 Ms. Stewart stated I have \$5,000 for the handicap ramp and handicap pool lift.  
12 We have \$1,000 for the restroom doors and the front gate to become ADA compliant.

13  
14 **A.2. Landscape Maintenance**

15 Mr. Daugirda stated we budgeted roughly \$65,900 for landscape, irrigation and  
16 amenity center maintenance. There is a line item of \$8,700 for landscape replacement.  
17 Valley Crest gave a proposal of \$120,000 to cover maintenance for phase one and two. I  
18 asked them to reduce that amount and they came back with \$90,000. I told them we  
19 needed it lower, they came back with \$78,000 for the CDD portion and \$24,700 for the  
20 HOA portion for a total of \$102,700. Cornerstone gave us a bid of \$73,746.00 for the  
21 CDD portion and \$28,944 for the HOA. It is in the best interest of the community that  
22 you have one vendor doing all the landscaping. Rainmaker came in at \$84,000 for the  
23 CDD plus \$32,000 for the HOA for a total of \$116,000.

24 A discussion was held on quality of maintenance, irrigation repairs, contract  
25 terminations, pricing, and economies of scale for have one vendor for both CDD and  
26 HOA.

27 The Board consensus was to terminate Valley Crest for landscape maintenance  
28 and the hiring of Cornerstone to begin service as of January 1<sup>st</sup>; and it was suggested that  
29 Cornerstone be asked to do a pre-Christmas clean up at no charge.

30  
31 On MOTION by Ms. Sasha Goodman SECONDED by Ms. Brown, WITH ALL IN  
32 FAVOR, the Board approved the termination of Valley Crest Landscaping.

1 On MOTION by Ms. Brown SECONDED by Ms. Sasha Goodman, WITH ALL IN  
2 FAVOR, the Board approved the hiring of Cornerstone Landscaping proposal for the  
3 CDD portion at \$73,746 per year to start as of January 1, 2012; Chairperson was  
4 authorized to execute the agreement.

5  
6 **Fiscal Year 2010 Audit**

7 Mr. Daugirda presented the 2010 Audit Report and stated it is a positive audit.  
8 There are no problems and no recommendations for change. The report on page one  
9 stated that the financial statements have been presented fairly in all material respects and  
10 in conformity with generally accepted accounting principles. The District accountant is  
11 in agreement with the financial statements in the report. The report on internal control  
12 over financial reporting stated that they did not identify any deficiencies in internal  
13 control over financial reporting that they would consider to be material weaknesses.  
14 They tested for rule compliance and found no instances of noncompliance.

15 Mr. Daugirda requested a motion to accept the 2010 Audit Report.

16  
17 On MOTION by Ms. Jamie Goodman SECONDED by Ms. Brown, WITH ALL IN  
18 FAVOR, the Board accepted the Fiscal Year Ended September 30, 2010 Audit.

19  
20 **A.5. Pond Maintenance**

21 Mr. Daugirda stated at the last meeting we requested that the pond maintenance  
22 company put some beneficial plants in the small pond and that has been completed.

23  
24 **A.3. Supervisors Update**

25 Ms. Stewart stated there was a meeting with the developer and it was determined  
26 that it would be appropriate to bring Mr. Metropolis onto the Board. We are not ready to  
27 make the switch at this point, but it will happen. Is there a timeframe recommendation to  
28 move Mr. Metropolis on the Board?

29 Mr. Straley responded we will need to get a resignation from Mr. Marc Mobley  
30 and the remaining Board members can appoint a new member.

31 Ms. Stewart stated I spoke to the developer in regard to future parcels in the  
32 community for the boundary of the District. I met with the engineer yesterday and they  
33 will be adding this to our current master plan. Once I get this completed, I will send a



1 note to Mr. Daugirda to follow up with the developer and Mr. Marc Mobley for his  
2 resignation.

3 Mr. Metropolis stated I met Mr. Tim Mobley and he did say the resignation was  
4 forth coming.

5  
6 **B. Attorney – Resolution 2012-2**

7 Mr. Straley stated this resolution is regarding the final assessments associated  
8 with Series 2011 Bonds for the recreational facilities and it reflects a slight reduction in  
9 the assessment levels.

10 Mr. Daugirda stated the Series 2011 Bond was issued at \$680,000, under the  
11 estimated amount \$700,000. This resolution adopts the final supplemental assessment  
12 allocation report dated August 2, 2011 and sets forth the specific terms of the District's  
13 \$680,000 Special Assessments Bonds, Series 2011.

14

15 On MOTION by Ms. Jamie Goodman SECONDED by Ms. Brown, WITH ALL IN  
16 FAVOR, the Board Adopted Resolution 2012-2, Adopting the Final Supplemental  
17 Assessment Allocation Report Dated August 2, 2011 and Setting Forth the Specific  
18 Terms of the District's \$680,000 Special Assessment Bonds, Series 2011.

19

20 **C. Engineer – Annual Project Report on Special Assessment Bonds**

21 Ms. Stewart stated the annual consulting report which is a part of bond  
22 compliance has been filed.

23 Also, the RIPA construction contract has been signed and the Faulkner  
24 engineering has the contract for geotechnical work.

25

26 **FIFTH ORDER OF BUSINESS – Supervisors Requests and Audience Comments**

27 Mr. Metropolis asked will there be a letter going out to the residents advising  
28 them of the new assessment amount and giving them an opportunity to pay it off in full?

29 Mr. Daugirda responded they can send an e-mail to my office indicating that they  
30 want to pay off the assessments and our assessment manager will send that information to  
31 them.

32 Ms. Stewart stated I received a phone call from a resident about cows wandering  
33 into the upland habitat preserve area. I am researching this and will let you know the  
34 outcome.

1 Mr. Metropolis stated someone is telling the residents it is illegal for the cows to  
2 be there.

3 Ms. Stewart stated it is not illegal, but the environmental people do not want the  
4 cows in the preserve area. I have communicated with the resident and I will keep them  
5 updated on the problem.

6

7 **SIXTH ORDER OF BUSINESS – Adjournment**

8 There being no further business,

9

10 On MOTION by Ms. Jamie Goodman, SECONDED by Ms. Sasha Goodman, WITH  
11 ALL IN FAVOR, the meeting was adjourned at 10:55 p.m.

12

13 *\*These minutes were prepared in summary format.*

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

18

19 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a  
20 publicly noticed meeting held on \_\_\_\_\_.**

21

22

23 \_\_\_\_\_

24 **Signature**

25

26 \_\_\_\_\_

27 **Printed Name**

28

29 **Title:**

30  **Secretary**

31  **Assistant Secretary**

32

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Printed Name**

**Title:**

**Chairperson**

**Vice Chairperson**

**SECTION TWO**

**Item B**





### **Real Estate Consulting Services:**

Land Secured Public Financing  
School District  
Reimbursement and Credit  
Fiscal Impact  
Service Districts  
Municipal District Services  
Development Impact Fee  
Redevelopment District  
Affordable Housing Financing  
Other Public Financing  
Compliance  
Entitlement Analysis  
Cash Flow Feasibility Analysis

Disclosure Services  
Engineering Services  
Project Management Services  
Capital Markets Group  
Property Tax Appeals  
CDD Management Services  
Look Back Diagnostic Review  
Lender Services  
Asset Management Services  
Portfolio Management Services  
Economic Impact  
Market Analysis

[www.dpfg.com](http://www.dpfg.com)

#### **Orange County, CA**

27127 Calle Arroyo, Suite 1910  
San Juan Capistrano, CA 92675  
P: (949) 388-9269  
F: (949) 388-9272

#### **Sacramento, CA**

4380 Auburn Blvd.  
Sacramento, CA 95841  
P: (916) 480-0305  
F: (916) 480-0499

#### **Las Vegas, NV**

3277 E. Warm Springs Road,  
Suite 100  
Las Vegas, NV 89120  
P: (702) 478-9277  
F: (702) 629-5497

#### **Boise, ID**

950 West Bannock, 11th Floor  
Boise, ID 83702  
P: (208) 319-3576  
F: (208) 439-7339

#### **Phoenix, AZ**

3302 East Indian School Road  
Phoenix, AZ 85018  
P: (602) 381-3226  
F: (602) 381-1203

#### **Austin, TX**

8140 Exchange Drive  
Austin, TX 78754  
P: (512) 732-0295  
F: (512) 732-0297

#### **Orlando, FL**

1060 Maitland Center Commons,  
Suite 340  
Maitland, FL 32751  
P: (321) 263-0132  
F: (321) 263-0136

#### **Tampa, FL**

15310 Amberly Drive, Suite 175  
Tampa, FL 33647  
P: (813) 374-9104  
F: (813) 374-9106

#### **Research Triangle, NC**

1340 Environ Way, Suite 328  
Chapel Hill, NC 27517  
P: (919) 321-0232  
F: (919) 869-2508

#### **Charleston, SC**

4000 S. Faber Place Drive, Suite 300  
N. Charleston, SC 29405  
P: (843) 277-0021  
F: (919) 869-2508