

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 special meeting of the Board of Supervisors of the K-Bar Ranch Community Development District was held on **Wednesday, January 18, 2017 at 6:00 p.m.** at the New Tampa Regional Library, located at 10001 Cross Creek Blvd., Tampa, FL 33647.

Present and constituting a quorum were:

John Bowersox	Board Supervisor, Chairman
Betty Valenti	Board Supervisor, Vice Chairman
Vicki Shuster	Board Supervisor, Assistant Secretary

Also present were:

Frank Morales	Board Supervisor, Assistant Secretary <i>(via conference call)</i>
Joseph Roethke	District Manager, Rizzetta & Co., Inc.
Angel Montagna	District Manager, Rizzetta & Co., Inc.
Tracy Robin	District Counsel, Straley & Robin

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Montagna called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

Resident comments and questions were entertained regarding the vacant seat on the Board and a request that the person appointed be a resident of Heron Preserve, signage regarding gators, and LMP cutting through private property to access the pond banks. Discussion ensued.

A resident question was also entertained regarding the connection of K-Bar Ranch Parkway and Kinnon and another comment was entertained regarding a resident from Heron Preserve filling the vacant seat on the Board.

Resident comments were also entertained regarding the maintenance of the ponds, the grass in Heron Preserve, the speed limit signage on Bassett Creek to Tamarind.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Newly Elected Supervisor

Ms. Montagna administered the oath of office to Vicki Shuster. Ms. Shuster swore and affirmed and executed the oath. Ms. Montagna informed Ms. Shuster that as a Board Supervisor she is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800 per year. Ms. Shuster accepted compensation.

FOURTH ORDER OF BUSINESS

Consideration of Resignation Letter from Mike Metropolis

Ms. Montagna presented the resignation letter from Mike Metropolis to the Board.

On a Motion by Mr. Bowersox, seconded by Ms. Valenti, with all in favor, the Board of Supervisors accepted the resignation letter from Mike Metropolis for K-Bar Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Appointment to Vacant Board Supervisor Seat

Rebecca Towner gave the Board some background on herself and stated that she is a resident in Heron Preserve. Another resident from Heron Preserve, Craig Margelowsky, gave his background to the Board. (The resumes from Carlos Tirado and Rebecca Towner are attached to the minutes as Exhibit A as they were submitted after the meeting agenda had been distributed).

On a Motion by Ms. Valenti, seconded by Ms. Shuster, with all in favor, the Board of Supervisors appointed Rebecca Towner to Vacant Seat #5 on the Board of Supervisors for K-Bar Ranch Community Development District.

SIXTH ORDER OF BUSINESS

Administer Oath to Newly Appointed Supervisor

Ms. Montagna administered the oath of office to Rebecca Towner and Ms. Towner swore and affirmed to the oath and executed the oath. Ms. Montagna informed Ms. Towner that as a Board Supervisor she is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800 per year. Ms. Towner accepted compensation.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2017-03, Re-Designating Officers

Ms. Montagna presented and reviewed Resolution 2017-03, Re-Designating Officers of the Board.

On a Motion by Ms. Shuster, seconded by Ms. Valenti, with all in favor, the Board of Supervisors nominated John Bowersox as Chairman of the District for K-Bar Ranch Community Development District.

On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors nominated Betty Valenti as Vice Chairman of the District for K-Bar Ranch Community Development District.

On a Motion by Ms. Valenti, seconded by Ms. Shuster, with all in favor, the Board of Supervisors adopted Resolution 2017-03, Re-Designating Officers of the District as follows: John Bowersox – Chairman, Betty Valenti – Vice Chairman, Frank Morales, Vicki Shuster, Rebecca Towner, Angel Montagna and Matthew Huber – Assistant Secretaries for K-Bar Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Special Meeting held on December 15, 2016

On a Motion by Ms. Valenti, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Special Meeting held on December 15, 2016 as presented for K-Bar Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for December 2016

On a Motion by Ms. Valenti, seconded by Ms. Shuster, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for December 2016 (\$46,955.64) as presented for K-Bar Ranch Community Development District.

TENTH ORDER OF BUSINESS

Presentation of Field Inspection Reports

Ms. Montagna presented the Field Inspection Report for the Board.

ELEVENTH ORDER OF BUSINESS

Discussion Regarding Amenity Center Rates

The Board decided to table this item until their next meeting.

TWELFTH ORDER OF BUSINESS

Consideration of CDD Access Request for Pool Installation

A discussion was held regarding a resident request for access to District property for the installation of a pool. Discussion ensued. It was stated that the road is not complete or open and a shovel dig would need to be looked into by the resident.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Robin presented and reviewed Resolution 2017-04, Satisfaction of General Funding Agreement (attached as Exhibit B).

On a Motion by Mr. Bowersox, seconded by Ms. Shuster, with all in favor, the Board of Supervisors approved Resolution 2017-04, Satisfaction of General Funding Agreement as presented for K-Bar Ranch Community Development District.

B. District Engineer

A discussion was held regarding traffic monitoring. Ms. Stewart gave her opinions regarding the situation and stated that the District would need to move forward with the City installing a solar flashing sign. Ms. Stewart stated that she would reach out to the City regarding signage.

Ms. Stewart discussed the purpose of the stormwater systems, ponds and the plantings. She also discussed wetland management.

Ms. Stewart also reviewed the issues of the street trees and suggested that the Board be proactive regarding this issue.

The Board requested that proposals for signage for "No Fishing" and "Beware of Alligators" be obtained for the next meeting.

C. District Manager

Ms. Montagna stated that the next Board of Supervisors' regular meeting will be held on Wednesday, March 15, 2017 at 6:00 p.m., at the New Tampa Regional Library.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests put forth at this time.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Montagna stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

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On a Motion by Mr. Bowersox, seconded by Ms. Valenti, with all in favor, the Board of Supervisors adjourned the meeting at 7:04 p.m. for K-Bar Ranch Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman

K-BAR RANCH CDD

EXHIBIT TO 1-18-17 MINUTES:

Carlos Tirado and Rebecca Towner's resumes for the Vacant Board Seat (Exhibit A)

Resolution 2017-04, Satisfaction of General Finding Agreement (Exhibit B)

Exhibit A

Dear Members of the K-Bar Ranch CDD Board of Supervisors,

It is an exciting time in our Development District as we make the switch from a builder run to a homeowner run Board of Supervisors. As much excitement as this change brings, it also will bring about its fair share of challenges. I believe I am a very qualified candidate to fill the open seat on the Board of Supervisors for the K-Bar Ranch Community Development District as we move forward and continue to strengthen our community.

I have experience on both a Homeowners Association Sub Association and the Master Homeowners Association during a very similar transition. I successfully led the Board of Directors of Cobblestone Lake Cottage through the transition from a fully builder managed HOA to an independent Board of Directors that was only supported via a finance only management agreement with a management company. During this time I was able to lead the Board of Directors through changes to our governing documents, vendor contract reviews and updates to our method of communication all while keeping the HOA dues at a steady amount.

I also sat on the Master Homeowners Committee for approximately 2 1/2 years. During this time we took over from a builder run HOA, fired and hired a new community management company and worked closely with our contract vendors to make sure they were performing at or above the standards outlined in their contract. We also dealt with several issues regarding property ownership boundaries and water issues between the master association, sub-associations and the city.

In addition to my Homeowners Association Experience, I had a very successful career with Michelin North America. By building relationships, I was able to grow the business. I believe relationship building is a key for success that can directly translate to my work on the CDD.

My volunteer experience has also helped prepare me for this CDD position. The leadership experience that The Junior League and Pi Beta Phi provides for its members is first class. From appropriate financial management of committee funds to running a large scale event, I have been able to work to improve each organization for the betterment of the group.

I look forward to what we can do together as we continue to improve our Community Development District. Thank you for your consideration. I look forward to working with each of you.

Sincerely,

Rebecca Towner
(813)575-9535 (H)
(713)202-7601 (C)
towner.rebecca@gmail.com

June 2009- December 2011 Michelin North America Apple Valley, MN
Commercial Account Manager

- Called on over 50 strategic businesses and government entities across the United States resulting in 35% sales growth
- Trained Area Sales Managers on relationship building and sales techniques to increase sales and develop new customers

June 2006- June 2009 Michelin North America Houston, TX
Area Sales Manager

- Added new customers and increased product placement within current customers resulting in 18% sales growth
- Managed the business relationship between the customer and Michelin North America for over 100 dealers in the Texas and Louisiana area

Volunteer Experience

August 2015- Current The Junior League of Tampa Tampa, FL

- *Chair*, Children's Literacy Committee, 2016- Current
- *Member*, Community Project Advisory Council, 2016- Current

August 2015- Current Pi Beta Phi Alumnae Club Tampa, FL

- *Membership Director*, 2016-Current
- *Sourcing Chair*, 2015-2016

August 2011- May 2015 The Junior League of Minneapolis Minneapolis, MN

- *Membership Development Advisor*, 2014-2015
- *New Member Advisor*, 2013-2014
- *Director of Advertising*, 2012-2013

Education

2001-2005 The University of Tennessee Knoxville, TN

- Bachelor of Arts, Communication Studies
- Minor in Business Administration

Training

- Negotiating and Influencing, Delta Associates
- Introduction to Human Resources Practices, University of Minnesota
- Advanced Powerful Sales Communications, Achieve Global
- Business Literacy- Financial Management, Michelin North America
- Advanced Negotiation, Scotworks

INSURANCE AND RISK MANAGEMENT PROFESSIONAL

- **Insurance and Risk Management professional** with over 25 years of tracked record of surpassing customer and insurance companies expectations. Broad Risk Management Process and sales knowledge with strengths to identify opportunities, cultivate relationships and close deals.
- **Dedicated sales expert**, with a reputation for superb professionalism and exemplary ethics. Remain current on the latest trends in the industry, with comprehensive knowledge of insurance products, services and best practices.
- **Focused and self-directed leader**, skilled at building strong relationships focused on impeccable service delivery and accountability for goal achievement.
- **Licenses 2-15 (Life & Health) and 2-20 (General Lines P&C)** in the State of Florida.
- **AINS (Associate in General Insurance) & AIS (Associate in Insurance Services)** Designations from The Institutes.
- **ARM (Associate in Risk Management)** designation in progress.

PROFESSIONAL EXPERIENCE

Tirado Insurance Solutions, Inc.

01/2009 – 08/2016

- President and Owner / Producer

- Responsible for the marketing and sales of all types of insurance, renewals and acquiring new business.
- Provided current and prospective clients advice on their insurance programs, learning and evaluating their particular needs through the implementation of the Risk Management Process.
- Obtained, reviewed and analyzed quotes from different insurance carriers.
- Assisted clients on their claims providing support on all the steps of the claim process.
- Developed strong and effective relationships with customers providing personalized service, continuously adapting to their needs and providing them effective solutions. Provided training to credit unions employees on Credit Insurance Programs for their loans.
- Developed successful relations with insurance carriers such as: Assurant Group, Universal Group, MAPFRE, Colonial Insurance (QBE Seguros PR), J. Jaramillo Insurance and TOLIC, among others.
- Prepared sales and marketing objectives and strategies. Responsible for developing and administering the sales budget.
- Managed to obtain a double digit increase in new premium written on 2013, 2014 and 2015 notwithstanding the negative economic climate of Puerto Rico.
- Designed an in-house office and client management software.
- Responsible for the overall operations of the agency.

Betancourt & Associates Insurance, Inc.

10/2004 – 01/2009

- Vice-President

- In charge of operations of the Fajardo branch office. Responsible for marketing and processing of renewals. Marketed group and individual life and health plans to existing and new customers. Provided customer service and evaluated their needs, providing them with specific advice on their insurance coverages.

Independent Insurance Agent

04/1999 – 10/2004

- Marketed and sold property, casualty, individual life and disability, annuities, supplemental health insurance, group life and disability insurance. Directed sales and service for credit insurance programs for credit unions. Managed a personal portfolio that grew over 400% in 4 years.

Trans-Oceanic Life Insurance Company, Guaynabo, Puerto Rico

05/1995 – 04/1999

- Group Insurance Manager & Assistant to the President

- Responsible for administrating and reserving over 250,000 certificates of Credit Life, Credit Disability, Group Life Insurance for a combined volume of over \$360,000,000 of amount of insurance. Responsible for the implementation of the Group Long Term Disability Program. Prepared Profit & Loss and Experience reports. Assisted in negotiation of reinsurance agreements.
- Developed effective business relations with producers, increasing the client portfolio by 50%. Responsible for the sales, promotion and servicing of the entire Group Insurance portfolio. Provided training to agents and other departments.
- From 1997 to 1999, Member of the Board of Directors; Member of the Executive Committee; Member of the Policyholder Service Committee; President of the MIS Committee.
- Assisted the President with all the technical analysis related to reinsurance agreements and the company's product portfolio, including Supplemental Health policies.
- Responsible for the documentation, report and presentation at the AM Best Rating Review meeting.
- Prepared analysis and recommendations for Business Proposals on the Latin-American market for the Board of Directors.
- Developed a loss ratio control program for the Claims Department reducing the time of processing the claims and increasing the accuracy of the adjudications. Provided final approval for Credit Life and Disability claims payments.
- Managed directly and/or indirectly at different times between 5 and 16 employees and supervisors.

EDUCATION

The College of Insurance (now St. John's University), Master of Business Administration, Major - Insurance	New York, NY	1995
University of Puerto Rico. Bayamón Campus, Bachelor of Business Administration, Major - Accounting	Bayamon, PR	1994

AINS Designation - Associate in General Insurance from The Institutes

AIS Designation - Associate in Insurance Services from The Institutes

CONTINUED EDUCATION

- CLU #2 – HS323 Individual Life
- CIC Commercial Liability
- Sexual Harassment Seminar
- Fiduciary Responsibility and Procedural Process
- Managerial Development Seminar
- Marketing Public Relations – MBA Program Course Sacred Heart University
- Customer Service and Telemarketing Seminar
- Development of Contingency Plans Seminars
- Ethics in the Insurance Industry
- Garage Policy Insurance
- National Program Flood Insurance
- Commercial General Liability Insurance
- Affordable Care Act and the Insurance Code of PR
- **INS 21** – Property and Liability Insurance
- **INS 23** – Commercial Insurance
- **ARM 54** - Risk Management Principles and Practices
- **ETHIC 312** - Ethics and the CPCU Code of Professional Conduct
- **AIS 25** – Delivering Insurance Services
- **ARM** designation in progress

SKILLS

- Bilingual - Spanish and English; write, read and speak.
- Computer savvy; full knowledge of MS Office, AMS360
- Skilled in working on multi-cultural environments
- Broad knowledge of insurance products and markets
- Financial Analysis
- Strategic Planning and Execution
- Business Management
- Claims Management
- Sales Management
- Fast Learner
- Customer Service and Relations
- Business Development and Negotiation Skills
- Good interpersonal, delegation, and communication skills

REFERENCES

- Available upon request

Exhibit B

RESOLUTION 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT DOCUMENTING THE SATISFACTION OF THE OBLIGATIONS OF THE GENERAL FUNDING AGREEMENT DATED JULY 15, 2015; AND ADDRESSING SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, the K-Bar Ranch Community Development District (the “**District**”) was established by the City of Tampa, Florida, to construct, install, operate and/or maintain systems and facilities for certain basic infrastructure, including roads and streets, water and wastewater, stormwater management, landscaping, hardscaping, and recreational facilities; and

WHEREAS, the District entered into a General Funding Agreement dated July 15, 2015 (the “**Agreement**”) with M/I Homes of Tampa, LLC and Lennar Homes, LLC (together the “**Developers**”) for the purpose of funding the construction of the recreational amenity infrastructure described in the Agreement (the “**Enhancements**”); and

WHEREAS, the Board of Supervisors of the District (the “**Board**”) further finds that the Developers have met all of their respective obligations from the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT:

- Section 1. **Recitals.** The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.
- Section 2. **Authority.** This resolution is adopted pursuant to the provisions of Florida law, including Chapter 190, Florida Statutes.
- Section 3. **Satisfaction of Developer’s Obligations.** The Board hereby declares that the Developers have satisfied their entire respective obligations under the Agreement and have no further obligations under the Agreement.
- Section 4. **Further Authorization.** The District's Chair, Vice Chair, Secretary, Assistant Secretaries, District Manager, District Counsel, and District Engineer, are hereby authorized, upon the adoption and execution of this Resolution to do all acts and things required of them to effect the transactions described herein, and all acts and things that may be desirable or consistent with the requirements or intent hereof. The Chair and Secretary are hereby further authorized to execute any and all documents necessary to effect the transactions. The Vice Chair shall be authorized to undertake any action herein authorized to be taken by the Chair, in the absence or unavailability of the Chair, and any Assistant Secretary shall be authorized to undertake any action herein authorized to be taken by the Secretary, in the absence or unavailability of the Secretary.

Section 5. **Severability.** If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

Section 6. **Conflicts.** All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

Section 7. **Effective Date.** This Resolution shall become effective upon its adoption and execution as provided herein.

PASSED AND ADOPTED on the 18th day of January, 2016.

ATTEST:

**K-BAR RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Angel Montagna
Assistant Secretary

Chair/Vice Chair of the Board of Supervisors