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**MINUTES OF MEETING  
K-BAR RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

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The recessed meeting of the Board of Supervisors of the K-Bar Ranch Community Development District held on November 23, 2010 was reconvened on Monday, December 6, 2010 at 10:00 a.m. at the offices of Mobley Homes 14824 North Florida Avenue Tampa, Florida.

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**FIRST ORDER OF BUSINESS - Roll Call**

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Mr. Daugirda called the meeting to order.

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The Board members introduced themselves for the record.

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Present and constituting a quorum were:

34	Leonard Johnson	Chairperson
35	Jamie Goodman	Vice Chairperson
36	Vanderlyn Brown	Supervisor
37	Sasha Goodman	Supervisor

38  
39

Also present were:

40	John Daugirda	Manager
41	Tonja Stewart	District Engineer

42  
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Mr. Daugirda established a quorum of the Board was present.

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**SECOND ORDER OF BUSINESS – Organizational Matters**

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**A. Oath of Office of Newly Elected Supervisors from Landowners' Election**

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Mr. Daugirda stated that the oath of office was previously given to Ms. Brown and Ms. Shasa Goodman and Mr. Johnson is not present at this time, he will take the oath at a later time.

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**C. Canvassing and Certifying the Results of the Landowners' Election – Resolution 2011-1**

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Mr. Daugirda stated Resolution 2011-1 certifies the Landowner's Election we previously conducted with Mr. Johnson and Ms. Sasha Goodman serving a four year term, and Ms. Brown serving a two year term. If you agree with this, we recommend a motion to adopt Resolution 2011-1.

1

2 On MOTION by Ms. Jamie Goodman, SECONDED by Ms. Brown, WITH ALL IN  
3 FAVOR the Board adopted Resolution 2011-1 Canvassing and Certifying the Results of  
4 the Landowner's Election.

5

6 The record will reflect that Mr. Johnson joined the meeting.

7

8 Mr. Daugirda, being a Notary Public of the State of Florida, administered the oath  
9 of office to Mr. Johnson; a copy of the oath is attached hereto and made a part of the  
10 public record.

11

12 **B. Election of Officers – Resolution 2011-2**

13 Mr. Daugirda stated when we have a change in the Board members we look at the  
14 officer structure.

15 Mr. Daugirda reviewed the officer positions and requested a motion to approve.

16

17 On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN  
18 FAVOR, the Board adopted Resolution 2011-2, Election of Officers, and appointed  
19 Ms. Jamie Goodman as Chairperson, Mr. Leonard Johnson as Vice Chairperson, John  
20 Daugirda as Secretary and Assistant Treasurer, Richard Woodville as Treasurer, Jean  
21 Rugg, Carolyn Stewart, Marc Mobley, Vanderlyn Brown and Sasha Goodman as  
22 Assistant Secretaries.

23

24 Mr. Daugirda provided Ms. Goodman with the Final Form 1F, Financial  
25 Disclosures for the outgoing supervisors, Ms. Renee Riordan and Mr. Tim Hohl. Mr.  
26 Daugirda expressed the importance that these documents be filed with the Supervisor of  
27 Elections within 90 days from November 23, 2010 and the documents are to reflect the  
28 dates of January 1, 2010 to November 23, 2010; and that there is a fine assessed for not  
29 filing the documents.

30 Mr. Daugirda provided Ms. Brown and Ms. Goodman with the Form 1 Financial  
31 Statement for filing with the County Supervisor of Election in which they reside, and  
32 reviewed how to file the form. Mr. Daugirda handed out the Supervisor handbook  
33 containing the Sunshine Law and the code of ethics and reviewed the responsibilities of a  
34 supervisor serving on the Board, the Sunshine Law and Public Records Law.

1

2 **D. Compensation of Board Members**

3 Mr. Daugirda stated in terms of compensation there is a statutory provision for  
4 \$200 per meeting. Please state for the record if you accept or waive compensation.

5 All Board members waived compensation.

6

7 **THIRD ORDER OF BUSINESS – Business Administration Items:**

8 **A. Minutes of September 21, 2010 Board Meeting**

9 Mr. Daugirda stated each Board member received a copy of the minutes of the  
10 September 21, 2010 Board meeting and requested any additions, corrections or deletions.

11 There were no changes.

12

13 On MOTION by Mr. Johnson SECONDED by Ms. Jamie Goodman WITH ALL IN  
14 FAVOR the Board approved the Minutes of September 21, 2010 Board Meeting.

15

16 **B. Operations and Maintenance Expenditures – September 30, 2010 Bank  
17 Reconciliations and FY 2010 Check Register**

18 Mr. Daugirda presented the financial statements and requested a motion to  
19 approve.

20

21 On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN  
22 FAVOR the Board approved the operation and maintenance expenditures, bank  
23 reconciliations; and fiscal year 2010 check register as of September 30, 2010.

24

25 **FOURTH ORDER OF BUSINESS – Business Items:**

26 **B. RIPA Application for Payment**

27 Ms. Stewart stated the RIPA application for payment is for your information. The  
28 construction is moving along.

29

30 **A. TECO Outdoor Lighting Agreement**

31 Ms. Stewart stated I contacted TECO and asked them to put the contract in the  
32 name of the CDD. In the process of doing this, I realized that there is a street lighting  
33 district with the City for Bassett Phase 1. It will be in the best interest of everyone to  
34 dissolve that agreement with the City for the street lights in Phase 1, so in the accounting  
35 process we will be assured it is only billed one time.

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On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN FAVOR the Board approved the TECO outdoor lighting agreement as amended.

**C. Horner Environmental Proposal for Wetland Mitigation Monitoring & Maintenance for Bassett Creek Phase 1**

Ms. Stewart stated I believe they have already done the monitoring in the report.

We need to ratify the agreement. This is for the wetland areas adjacent to Stonecreek townhomes.

On MOTION by Mr. Johnson, SECONDED by Ms. Brown, WITH ALL IN FAVOR the Board ratified the Horner Environmental Proposal for wetland mitigation monitoring and maintenance for Bassett Creek Phase 1.

**D. Horner Environmental Proposals for Wildlife Habitat Monitoring for Bassett Creek Phase 1**

Ms. Stewart stated we are discussing this because the Bassett Creek Phase 1 and 2 are connected to the management of this property, and habitat is tied to our permits. I received two proposals. Horner Environmental is the least expensive. This is around \$3,000 a year for a perpetual agreement. The area is in a general good condition. You should only be incurring \$3,000 to \$5,000 per year and we will not be adding more cost as more units come on.

Additionally, I have a proposal for roller chopping which is a clean up of the palmetto area that allows the habitat to live and expand. I work with Tom Kinsey who manages the ranch. For consistency with the trees, we use him and he is cheaper. We only roller chop the upland area, so I am anticipating about a \$6,000 cost incurred for the 35 acres.

On MOTION by Mr. Johnson, SECONDED by Ms. Goodman, WITH ALL IN FAVOR the Board approved the Horner Environmental proposal for wildlife habitat monitoring for Bassett Creek Phase 1.

On MOTION by Mr. Johnson, SECONDED by Ms. Goodman, WITH ALL IN FAVOR the Board approved Tom Kinsey to do the roller chopping of the upland area in an amount not to exceed \$6,000.

1 **Street Tree Maintenance**

2 Ms. Stewart stated the City of Tampa wants the CDD's to plan for maintenance of  
3 the street trees. The sidewalk is in the city's right of way and the city will not maintain it.  
4 I am recommending we plan and budget for the service of grinding down the tree roots to  
5 prevent a tripping hazard in accordance with ADA standards. The cost will run annually  
6 \$10,000 to \$15,000 within the first 10 years. This is something the Board needs to start  
7 considering.

8 A discussion was held and the Board determined they will handle this in the 2012  
9 budget.

10

11 **Protection of Wildlife Issues**

12 Ms. Stewart stated we need to deal with the protection of wildlife issues at the  
13 rear of residents' property. In my inspections, portions of the upland habitat is being  
14 used as a backyard and the city does not approve of this. We are trying to find out how to  
15 appease the city and the residents in this issue. We are going to have negotiations with  
16 the city on this and we will need the assistance of Horner Environmental in developing a  
17 plan. We will need to request a proposal from Horner for that plan. I have spoke to the  
18 residents and when we discuss it at an upcoming Board meeting we will involve the  
19 residents. We need to make sure the home builders' are aware of the issues and educate  
20 them on not encroaching into the habitat.

21 Additionally, the builder needs to be educated regarding damage to the CDD  
22 infrastructure and requirements given to the homebuilder. It is the developer's bond, but  
23 the homebuilder needs to be aware of the infrastructure requirements, and the same goes  
24 for the activities for the NPDES permit.

25 Mr. Daugirda stated we need to indentify from the map provided by the engineer  
26 which lots may have these problem and send a memorandum/agreement to the builder  
27 regarding any damages done by them they will correct.

28 Ms. Stewart stated she will work with the developer on this issue.

29

30

31

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1 **FIFTH ORDER OF BUSINESS – Staff Reports**

2 **A. Manager**

3 Mr. Daugirda stated the development is moving forward and there is going to be  
4 an annexation of land and issuance of bonds. We need to put together the consulting  
5 team with Ms. Stewart the Engineer, Ms. Grimes the Attorney, myself and Mr. Aagaard.  
6 To incorporate the steps it would be useful to empower the Chair or Vice Chair to work  
7 with appointing a consulting team and working with the annexation process.

8

9 **On MOTION by Mr. Johnson, SECONDED by Ms. Goodman, WITH ALL IN FAVOR**  
10 **the Board authorized the Chairperson to appointing the consulting team and project**  
11 **manage the annexation process.**

12

13 Mr. Daugirda stated we have a document from the underwriter Raymond James.  
14 This is a standard engagement letter and it is a 2% fee to work on the financing plan and  
15 issuance of bonds.

16

17 **On MOTION by Mr. Johnson, SECONDED by Ms. Goodman, WITH ALL IN FAVOR**  
18 **the Board approved the agreement with Raymond James as an underwriter for the bonds.**

19

20 Mr. Daugirda stated we have from First American Funds an automatic money  
21 market investment authorization letter. This was previously approved by Ms. Jamie  
22 Goodman and we are asking for ratification.

23

24 **On MOTION by Mr. Johnson, SECONDED by Ms. Brown, WITH ALL IN FAVOR the**  
25 **Board ratified First American Funds investment authorization letter.**

26

27 Mr. Daugirda stated for ratification we have the McDirmit Davis auditor  
28 engagement letter for the FY 2010 auditing services. This was approved by Mr. Johnson  
29 and we ask for ratification.

30

31 **On MOTION by Mr. Johnson, SECONDED by Ms. Brown, WITH ALL IN FAVOR the**  
32 **Board ratified the McDirmit Davis engagement letter for the FY 2010 auditing services.**

33

1 Mr. Daugirda stated this relates to the FY 2011 budget and assessments we  
2 previously passed. It has been recommended that the payment schedule be modified  
3 slightly for collection of our operations and maintenance funds and the debt service.

4 Mr. Daugirda reviewed the revised table for O&M and debt service and requested  
5 a motion to approve.

6

7 **On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN**  
8 **FAVOR the Board approved a modified schedule of assessment collection.**

9

10 Mr. Daugirda stated we previously scheduled the CDD meetings on a Tuesday  
11 and it conflicts with a developer sales meeting. I would recommend changing the  
12 meeting to the third Wednesday of the month.

13

14 **On MOTION by Ms. Jamie Goodman, SECONDED by Ms. Sasha Goodman, WITH**  
15 **ALL IN FAVOR the Board approved the change of CDD meeting schedule to the third**  
16 **Wednesday of the month at 10 a.m.**

17

18 **B. Attorney**

19 There being no report, the next item followed.

20

21 **C. Engineer**

22 Ms. Stewart stated development of Phase 2B of Basset Creek is moving forward.

23

24 **SIXTH ORDER OF BUSINESS – Supervisor Request and Audience Comments**

25 There not being any, the next item followed.

26

27 **SEVENTH ORDER OF BUSINESS - Adjournment**

28 There was no further business,

29

30 **On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN**  
31 **FAVOR the meeting was adjourned at 10:49 a.m.**

32

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

34 *\*Each person who decides to appeal any decision made by the Board with respect to any*  
35 *matter considered at the meeting is advised that person may need to ensure that a*


1 *verbatim record of the proceedings is made, including the testimony and evidence upon*  
2 *which such appeal is to be based.*

3  
4 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a**  
5 **publicly noticed meeting held on 2/16/2011.**

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8   
9 **Signature**

10  
11 John DAUGIRDA  
12 **Printed Name**

13  
14 **Title:**  
15  **Secretary**  
16  **Assistant Secretary**

7  
8   
9 **Signature**

10  
11 JAMIE L. GOODMAN  
12 **Printed Name**

13  
14 **Title:**  
15  **Chairperson**  
16  **Vice Chairperson**