

1
2
3
4
5
6
7
8

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

9 The Regular Meeting of the Board of Supervisors of the K-Bar Ranch Community
10 Development District held on Wednesday, May 16, 2012 at 10:00 a.m. at the offices of
11 Stantec, 2205 North 20th Street, Tampa, Florida.
12

13
14
15
16
17
18
19

20 **FIRST ORDER OF BUSINESS – Roll Call**

21 Mr. Daugirda called the meeting to order.

22 The Board members introduced themselves for the record.

23 Present and constituting a quorum were:

24
25
26
27
28

Jamie Goodman	Chairperson
Len Johnson	Vice Chairman
Sasha Goodman	Supervisor
Mike Metropolis	Supervisor

29 Also present were:

30
31
32
33
34
35

John Daugirda	Manager
John Vericker	Attorney
Tonja Stewart	Engineer
Brad Van Rooyen	HOA Manager
Scott Bird	HOA Manager

36 Mr. Daugirda established a quorum of the Board was present.
37
38
39

40 **SECOND ORDER OF BUSINESS - Business Administration**

41 **A. Approval of Minutes of April 18, 2012 Meeting**

42 Mr. Daugirda stated each Board member received a copy of the minutes of the April
43 18, 2012 meeting, and requested any additions, corrections or deletions.

44 There not being any,
45

46 On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN
47 FAVOR the Board approved the Minutes of the April 18, 2012 Meeting.
48
49

1 **B. Acceptance of Financials, Check Register, Construction Schedule and Requisitions**
2 **as of March 2012**

3 Mr. Daugirda reviewed the financials, and stated there is \$10,000 in the Series 2006
4 construction fund, and \$7,000 in the Series 2011 construction fund. On page two the general
5 fund is close to the budgeted amount, we are about \$5,000 over and it is probably a question
6 of timing.

7 Ms. Stewart stated the developer will be reimbursing for some of those expenses.

8 Mr. Daugirda stated the assessment collection is going well. Year to date it is
9 \$120,000 collected. We are running behind on the direct collect.

10
11 On MOTION by Mr. Johnson, SECONDED by Ms. Jamie Goodman, WITH ALL IN
12 FAVOR the Board accepted the Financials, Check Register, Construction Schedule, and
13 Requisitions as of March 2012.

14
15 **THIRD ORDER OF BUSINESS – Fiscal Year 2012-2013 Budget**

16 **A. Presentation of Proposed Budget**

17 Mr. Daugirda stated on page one, the current budget is \$276,258 and the proposed
18 budget is \$306,056. Mr. Woodville made some projections of upcoming items that may or
19 may not increase.

20 Ms. Stewart stated we have the streetlights in Bassett Creek Phase 2 coming on line
21 and I am not sure those are included in this budget.

22 A discussion was held regarding building in a working capital and capital reserve,
23 accurately reflecting the maintenance amounts needed for the community, tree trimming and
24 maintenance resident responsibilities.

25 Mr. Daugirda stated it is not the CDD's responsibility for sidewalk and tree
26 maintenance on the front portion of residential lots. It is the homeowner's responsibility.
27 The HOA Manager will confer with the developer to amend the HOA documents
28 accordingly.

29
30 On MOTION by Mr. Johnson SECONDED by Ms. Jamie Goodman, WITH ALL IN
31 FAVOR, the Board approved the Policy that the Tree Trimming and Sidewalks are the
32 Responsibility of the Homeowner or the HOA Abutting the Lot Line and Out to the Road.

1 Mr. Daugirda stated in looking at the expenditure pattern, we do not have a lot of
2 legal work this coming year and we could reduce that to around \$10,000 not \$14,000. If that
3 is the case, we can carry it over into the fund balance.

4 Ms. Jamie Goodman stated under insurance/amenity center we paid \$1,800 and that is
5 not carried forward.

6 Ms. Daugirda stated it was moved under administrative.

7 Ms. Jamie Goodman stated we may want to break that out under administrative and
8 amenity center so it is not missed.

9 Mr. Daugirda stated on page 2, allocation of O&M assessments last year it was \$836
10 and this year it is \$929.75 for a single-family lot. It goes up about \$100 for a single-family
11 unit and \$50 up for a townhome.

12 Ms. Stewart stated Parcel O will be brought on line so we may need money for
13 landscape maintenance, street lighting for 100 units, and lake maintenance.

14 Ms. Jamie Goodman asked will that be by December of 2013?

15 Mr. Johnson responded it will be platted by then.

16 Ms. Stewart stated the developer wanted permits in July and then construction would
17 begin in the fall. Are we going to have streetlights in 2013 budget?

18 Mr. Daugirda responded this budget runs until September 30, 2013.

19 Ms. Stewart stated I believe we will have another 100 units on-line.

20 Mr. Jamie Goodman stated I think we will know how many lots by the next meeting.

21 Ms. Stewart stated it will be 44 units from Parcel O.

22 Mr. Daugirda stated we have a 60-day review period of the proposed budget and a
23 letter to be sent to the landowners' 30 days in advanced of budget hearing if we are
24 increasing the budget. Tentatively we planned to present this today and the public hearing
25 would be July 18th. August 15th might be a more appropriate date for the public hearing.

26 Mr. Vericker stated you need to have the preliminary budget in to the county by June
27 15th.

28 Mr. Daugirda stated we can present a second proposed version of the budget on June
29 13th, a week before the regular meeting on June 20. We have a regular meeting scheduled on
30 July 18th. Hold the budget public hearing and meeting on August 22nd at 6:00 p.m. to adopt
31 the budget at the library, if possible.

1 A discussion was held regarding the possibility of a resident workshop prior to the
2 budget public hearing; reserve and holiday decoration line item.

3 Mr. Van Rooyen stated the residents really want nice landscaping in the community
4 and if there is an increase in the budget for that the residents would be pleased.

5 Ms. Stewart stated I am not hearing about anything more for the amenity center.

6 Mr. Metropolis stated just the status on the handicap lift.

7 Ms. Stewart stated I mean in the terms of staffing.

8 Mr. Metropolis stated I have notice more families there on the weekends.

9 Ms. Jamie Goodman stated from observation at the pool my concern is that if
10 someone needs to get out of there in a hurry.

11 Mr. Metropolis stated I do not know how a handicap person could open the gate.

12 Ms. Stewart stated I am working on the handicap compliance issues. All the pool lifts
13 are months behind. We also have the playground, landscaping, and drainage issues. I am
14 trying to put that all together in one plan.

15 A discussion was held regarding pool safety, removing the lock cylinder mechanism,
16 leaving the bathrooms locked.

17

18 On MOTION by Mr. Johnson SECONDED by Ms. Jamie Goodman, WITH ALL IN
19 FAVOR approved Removing the Lock Cylinder on the Pool Gate and Leaving the
20 Bathrooms Locked.

21

22 Ms. Stewart stated I will take the task of removing the pool lock

23

24 **B. Consideration of Resolution 2012-7, Approving Proposed Budget and Setting**
25 **Public Hearing**

26 This item was continued to the June 13, 2012 meeting.

27

28 **FOURTH ORDER OF BUSINESS – Business Items**

29 **A. Construction and Property Update**

30 Ms. Stewart stated the 33 units are finished and we are waiting for the plat.

31 Mr. Metropolis asked has the Christmas tree been removed from the pond?

32 Mr. Van Rooyen responded it is still there.

33 Mr. Daugirda stated I will call Blue Water to remove the tree.

1 Mr. Van Rooyen stated there is a black gate near the community center and it looks
2 like a truck has hit it. It is dented and off center. There is a rut in the circle caused by the
3 construction trucks.

4 Mr. Daugirda stated we had that problem before.

5 Ms. Stewart stated these types of things happened and unless we have evidence as to
6 who did it, we will have to deal with the issue. I will add this to my plan to bring back to the
7 Board at the next meeting.

8

9 The record will reflect Mr. Johnson left the meeting.

10

11 A discussion was held regarding solutions to prevent the damage, and use and
12 enforcement of the construction entrance and route for construction, truck and vendor use.

13 The developer will notify the contractors to use the truck route. The HOA manager
14 will notify residents not to allow trucks to go through the main route.

15

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

17 **A. Manager – Report on Number of Registered Voters – 181**

18 Mr. Daugirda stated the Supervisor of Elections reports there are 181 registered
19 voters in the community. Once you reach 250 registered voters, there will be a general
20 election for the open seats at that time. There will be a landowner election in November
21 2012 for Seat 1 held by Mr. Metropolis, Seat 2 held by Ms. Jamie Goodman and Seat 3 held
22 by Van Brown.

23 Mr. Metropolis stated I would like to see two residents represented on the Board and I
24 would like to be re-appointed.

25 Ms. Sasha Goodman stated the residents should take an interest and show up at the
26 meetings as a precursor condition.

27 Mr. Metropolis stated I agree.

28 Mr. Van Rooyen stated I would be willing to serve as a Board member if no residents
29 come forward.

30 Ms. Stewart stated there should be a discussion with Mr. Mobley on the plan of the
31 community to determine when the residents will take over the District.

1 Mr. Daugirda stated the rule is that after six years and 250 registered voters, at the
2 next general election two seats are up for residents. In 2014, and we reach 250 registered
3 voters, two seats will be on the general election ballot and the third seat would be a
4 landowner election. After that as each seat is up for replacement it is all general election.

5

6 **B. Attorney**

7 There being no report, the next item followed.

8

9 **C. Engineer**

10 Ms. Stewart stated we have some ownership issues to clean up which are misapplied
11 on the property appraisers website. Some may be owned by the HOA. As this information is
12 reviewed, we will create deed to transfer of ownership interest to the HOA. Any land that is
13 under Stone Creek CDD that is HOA owned, the HOA will probably need to get the
14 information with the property appraisers cleaned up, not the CDD.

15 Mr. Vericker stated when you identify the tract, we will look at the deeds.

16 Ms. Stewart stated there are no deeds.

17 Mr. Vericker stated we will look at it. I assume the District will want them conveyed
18 to which ever maintenance entity it should be.

19 Ms. Stewart stated actually the HOA does maintain some of them and the CDD has
20 some. I will have Mr. Bird and Mr. Van Rooyen sign off on what the HOA is going to
21 maintain.

22 Mr. Vericker stated I will need the Board to accept the deeds for the parcels that
23 should be under CDD ownership.

24 Ms. Stewart stated we do not own anything by deed at all. The bottom line is we will
25 be asking the HOA to give us land.

26 Mr. Vericker stated the Board will need to accept the transfer. We will not be able to
27 move forward until the Board does that so we can do that today or wait until the next
28 meeting.

29 Ms. Stewart stated I will send Mr. Vericker and Mr. Van Rooyen the legal
30 description.

31 Mr. Vericker stated please send me the name of the HOA.

1 Ms. Stewart stated we have development plans beginning to evolve, and extensive
2 roadway connections occurring with the land development in the area. It may be prudent to
3 have a workshop for the residents to brief the community on those developments in the
4 future. Over the next 60 days, I can prepare a map and a memorandum to send to the HOA
5 manager, Mr. Metropolis and the developer who will circulate the information to a broader
6 range of the community via e-mail or the newsletter.

7 Mr. Metropolis stated I send the residents the meeting packet each month and will
8 help in sending out information on the development plan.

9

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

11 There being no requests or comments the next item followed.

12

13 **SIXTH ORDER OF BUSINESS – Adjournment**

14 The meeting was continued to June 13, 2012 at 10:00 a.m.

15

16 On MOTION by Ms. Jamie Goodman SECONDED by Ms. Sasha Goodman, WITH ALL IN
17 FAVOR, the meeting was continued to June 13, 2012 at 10:00 a. m. at the offices of Stantec,
18 2205 North 20th Street, Tampa, Florida 33605.

19

20 **These minutes were prepared in summary format.*

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

25

26 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
27 publicly noticed meeting held on July 18, 2012.


28

29
30 
31 _____
32 Signature

33 John DUGIRDA
34 Printed Name

35

36 Title:
37 Secretary
38 Assistant Secretary
39

30 
31 _____
32 Signature

33 JAMIE L. GOODMAN
34 Printed Name

36 Title:
37 Chairperson
38 Vice Chairperson