

**MINUTES OF MEETING  
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, April 17, 2013 at 1:00 p.m. at the offices of M/I Homes, 4343 Anchor Plaza Parkway, Suite 200, Tampa, Florida.

**FIRST ORDER OF BUSINESS – Roll Call**

Mr. Daugirda called the meeting to order.

The Board members introduced themselves for the record.

Present and constituting a quorum were:

Betty Valenti	Chairperson
Chloe Firebaugh	Vice Chairperson
Joe Fulghum	Supervisor

Also present were:

John Daugirda	Manager
John Vericker	Attorney
Tonja Stewart	Engineer
Jean Rugg	DPFG
Carlos Torres	Austin Outdoor

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

**SECOND ORDER OF BUSINESS – Administration Items**

**A. Approval of Minutes Amended March 20, 2013 Meeting**

Mr. Daugirda stated each Board member received a copy of the minutes of the March 20, 2013 meeting, and requested any additions, corrections or deletions.

Ms. Firebaugh stated on page 1, it should be “approved as amended”. Third order of business, item D “that the proposal for the design work was not to exceed \$1,000”.

Mr. Daugirda requested a motion to approve the minutes as amended.

On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the Board approved the minutes of the March 20, 2013 meeting, as amended.
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**B. Financial Statements as of March 2013**

Mr. Daugirda reviewed the financial statements and requested a motion to accept.

On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the Board accepted the March 2013 financial statement.

**THIRD ORDER OF BUSINESS - Business Matters**

**A. Consideration of Amended Resolution 2013-4 Spending Authorization of Certain Officers**

Mr. Daugirda reviewed Resolution 2013-4.

Following discussion,

On MOTION by Ms. Firebaugh, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the Board adopted Resolution 2013-4 Spending Authorization of Certain Officers, as amended by District Counsel.

**B. Contract Review**

Ms. Valenti stated because we are getting ready for budgeting for 2014 I would like to re-bid four contracts with new specifications to make sure we have the services we need as we are growing. They are the pond maintenance, pool maintenance, landscape and cleaning.

The Board directed Ms. Rugg and Ms. Valenti to work on the project together in selecting vendors.

**C. Round-a-Bout Landscape Design**

Ms. Stewart stated Stantec can provide a design for a cost estimate between \$1,500 and \$2,200.

A discussion was held regarding the design, changing the irrigation, various other options.

On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the Board approved Round-a-Bout Landscape Design Services in the Amount not to exceed \$1,500.

**D. FY 2013-2014 Projects and Budgets**

Mr. Daugirda discussed the dates of the budget process and a workshop on June 18<sup>th</sup> from 5 p.m. to 8 p.m. at the New Tampa Library.

The items discussed as projects for the 2014 budget were installing of landscape plants and removal of the dead palm trees at the amenity center; monuments lights;

round-a-bout landscaping/redesign; entry spruced up with plants and colorful annuals; center improvements to include a shade structure between the amenity center and the basketball courts; add curbs in the amenity center parking lot; improve tot lot surface; shade structures for grills; and new mulch at the playground that is ADA compliant.

Ms. Firebaugh stated during a site visit I noticed that stone is missing underneath the electrical box at the amenity center and the sign is leaning against the building.

**E. Acceptance of Common Area Tracts**

- **Tracts for Basset Estates Phase 2A from MJB of Florida**
- **Tracts for Bassett Estates Phase 2A from Basset Creek Estates HOA**
- **Tracts A&B – Basset Creek Estates Phase 2B**
- **Tracts for Basset Estates Phase 1 from MJB of Florida**
- **Tracts for Basset Estates Phase 1 from Basset Creek Estates HOA**

Mr. Vericker discussed the common area tracts that are being moved over to the CDD; and requested a motion to accept the filing of the quick claim deeds.

On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the Board accepted the transfer of the easements for the common area tracts of tracts for Basset Estates Phase 2A from MJB of Florida, Tracts for Basset Estates Phase 2A from Basset Creek Estates HOA, Tracts A&B Basset Creek Estates Phase 2B, tracts for Basset Estates Phase 1 from MJB of Florida and tracts for Basset Estates Phase 1 from Basset Creek Estates HOA.

**F. Advanced Energy Solutions Monument Lighting Proposal**

Ms. Stewart stated I reviewed the electrical service locations with TECO. The only way to get service is through an extra service location. The vendor will have to extend the electrical service to these points and it will be over the 50 feet in their proposal. We need to get a revised proposal.

The Board requested three bids.

**G. Proposed Pool and Facilities Policy**

Ms. Rugg discussed the draft pool polices and the Board comments.

Discussion was held regarding fire arms, defining adults, policy enforcement, budgeting for pool monitors, accessing the card reader system off-site, as well as security camera monitoring, and battery backup and overriding the system in cases of emergency.

Ms. Rugg will make the changes to the pool and facilities policy and bring it back to the meeting in May.

Ms. Valenti suggested getting a new system for the access card readers, and selling the old system.

**H. Updates:**

• **Construction and Property Update**

Ms. Stewart reported that Parcel O is under construction and Parcel Q is in the permitting phase. M/I Homes has provided funds to the District to install some fencing on District lands, and they proposed putting cypress trees and then pickerelweed in the stormwater pond.

Ms. Valenti stated M/I Homes has provided \$6,530 for the installation and the contribution is to be solely used for the landscaping and buffer construction impact, and any excess funds is to be returned to M/I Homes.

A discussion was held regarding the type of fence, timing of removal of the fencing and responsibility for removal.

• **Petition Expansion/Modification of District Boundaries**

Ms. Stewart stated this is in progress and we are in the process of clarifying the properties involved in both the expansion and contraction of District boundaries.

**I. Additional Matters**

There not being any, the next item followed.

**FOURTH ORDER OF BUSINESS – Staff Reports**

**C. Engineer**

Ms. Stewart stated I received a report from the lake management company that there are some erosion issues. I do have some proposals but some of it is should be under warranty from RIPA. I will prioritize it to see what the District's responsibility is.

**A. Manager**

Mr. Daugirda stated my office did send a letter to Cardell seeking reimbursement for the concrete washout. I spoke to our carrier on getting a better price on the insurance and they said they are firm on that. I have spoken to another company and I am looking into better pricing.

**B. Attorney**

There being no further report, the next item followed.

**FIFTH ORDER OF BUSINESS – Audience Comments**

There not being any, the next item followed.

**SIXTH ORDER OF BUSINESS – Supervisor Comments**

Ms. Firebaugh asked Ms. Stewart if she had looked into the wetland expenses and Ms. Stewart responded she had not

Ms. Firebaugh asked Mr. Daugirda to copy the Board on the field manager reports, and asked for a follow up on last month’s discussion about re-financing of the bonds.

Mr. Daugirda responded he spoke to the underwriter and the bonds are call protected until 2016.

**SEVENTH ORDER OF BUSINESS – Adjournment**


There being no further business,

On MOTION by Ms. Firebaugh, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the meeting was adjourned at 2.32 p.m.

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

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on May 15, 2013.

  
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Signature

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairperson
- Vice Chairperson