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**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 was held on Wednesday, May 15, 2013 at 1:00 p.m. at the offices of M/I
11 Homes, 4343 Anchor Plaza Parkway, Suite 200, Tampa, Florida.

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FIRST ORDER OF BUSINESS – Roll Call

19 Mr. Daugirda called the meeting to order.

20 The Board members introduced themselves for the record.

21 Present and constituting a quorum were:

22 Betty Valenti	Chairperson
23 Chloe Firebaugh	Vice Chairperson
24 Mike Metropolis	Supervisor
25 Ryan Shear	Supervisor

26 Also present were:

27 John Daugirda	Manager
28 John Vericker	Attorney
29 Tonja Stewart	Engineer
30 Jean Rugg	DPFG
31 Bruce St. Denis	DPFG
32 Carlos Torres	Austin Outdoor
33 John Sours	Austin Outdoor

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

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SECOND ORDER OF BUSINESS – Administration Items

A. Approval of Minutes April 17, 2013 Meeting

Mr. Daugirda stated each Board member received a copy of the minutes of the April 17, 2013 meeting, and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the Board approved the minutes of the April 17, 2013 meeting.

B. Financial Statements as of April 2013

Mr. Daugirda reviewed the financial statement, assessment collections and requested a motion to accept.

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

4 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the
5 Board Ratified the April Check Register/ Expenditures of \$48,281.60.

7 **C. Auditor Selection**

8 Mr. Daugirda stated the current auditor is McDermitt Davis at \$5,500 for the FYE 2012
9 audit, and outlined the Audit Process per the Florida Statutes.

10 Following a discussion, the Board directed staff to start the auditor selection with price
11 being criteria. The Board was selected as the audit committee and the first Audit Committee
12 meeting will be held on June 18, 2013 at the regular meeting.

14 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the
15 Board authorized staff to begin the RFP process for Auditor with price as a factor and the Board
16 was selected as the Audit Committee.

18 **THIRD ORDER OF BUSINESS - Business Matters**

19 **A. Discussion of Service Proposals**

20 **A.1. Janitorial**

21 Ms. Valenti outlined the proposals.

22 A Board discussion was held and the janitorial contract was awarded to LES, and staff
23 was directed finalize CDD contract for services. The Board directed staff to send a 30 day notice
24 to Anne King the current janitorial service provider.

26 On MOTION by Ms. Firebaugh, SECONDED by Mr. Shears, WITH ALL IN FAVOR, the Board
27 awarded the Janitorial Service Contract to LES; Staff directed to finalize agreements; and Chair
28 was authorized to sign.

30 **A.2. Pool Service**

31 Ms. Valenti outlined the proposals.

32 A Board discussion was held and the Board decided to stay with current contractor,
33 Hawkins Pool Service, and requested they provide monthly reports. The Board requested a new
34 CDD contract with vendor for the Fiscal Year.

36 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the
37 Board approved Hawkins for Pool Service; Staff directed to finalize agreement; and Chair was
38 authorized to sign.

1 **A.3. Pond Maintenance**

2 Ms. Valenti outlined the proposals.

3 A Board discussion was held, and the Board requested a third bid, and tabled the item to
4 the next meeting.

5
6 **A.4. Landscape**

7 Ms. Valenti outlined the proposals.

8 A Board discussion was held, and the Board decided to stay with the current contractor,
9 Austin Outdoor. A start date for the new scope of services and pricing to be October 1, 2013.
10 Staff was directed to finalize contract.

11

12 On MOTION by Ms. Firebaugh, SECONDED by Mr. Shear, WITH ALL IN FAVOR, the Board
13 awarded the Landscape contract to Austin Outdoor.

14

15 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the
16 Board approved renegotiation of the Austin Outdoor Landscape agreement effective October 1,
17 2013; and Staff was directed to finalize agreement.

18

19 **B. Remote Access System**

20 The Board ratified the new remote access system for the pool and will try to sell the old
21 one. Ms. Carolyn Stewart will receive training for programming the gate access system from
22 American Access Controls. The Board asked for staff to look into a wireless modem at the
23 amenity center.

24

25 On MOTION by Ms. Firebaugh, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR, the
26 Board ratified the American Access Controls Proposal for the pool access system.

27

28 **C. Round-a-bout Landscape Design Presentation**

29 This item was tabled. Ms. Tonja Stewart was asked to work with Ms. Firebaugh on the
30 round-a-bout project design, and bring it back at a future meeting.

31

32 **D. Monument Lighting Proposals**

33 This item was tabled, and Ms. Tonya Stewart is to work with Ms. Rugg on the monument
34 lighting project.

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36 **E. Special Warranty Deed with Krusen-Douglas, LLC**

37 Mr. Vericker presented the deed and requested a motion to approve.

38

1 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the
2 Board approved the Special Warranty Deed with Krusen – Douglas, LLC.

3
4 Mr. Vericker discussed the drainage easement from the developer to the CDD parcels.
5

6 Mr. Metropolis reported that someone has been riding a dirt bike around the ponds.

7 Mr. Vericker suggested calling the police. Mr. Metropolis stated that he will talk to the
8 person when he sees him next.

9 A discussion was held regarding signage around the ponds, and Board decided on signs
10 stating “No Swimming, Wading, Fishing, Boating use of Remote Control Watercraft or
11 Unauthorized Motorized Vehicles are allowed.”

12
13 On MOTION by Ms. Firebaugh, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR, the
14 Board approved posting the above signage.

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16 **F. Fiscal Year 2013-2014 Budget**

17 **F.1. Presentation**

18 Mr. Daugirda presented the 2013-2014 budget.

19 A Board discussion was held and the budget was amended.

20
21 **F.2. Resolution 2013-5, Approving Proposed Budget and Setting the Public Hearing**

22 The Board decided to continue the discussion on the proposed budget to June 3, 2013 at
23 1:00 p.m. at M/I Homes.

24
25 A Board discussion was held regarding a Reserve Study.

26
27 On MOTION by Ms. Firebaugh, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR, the
28 Board approved a Reserve Study; and the Chair was authorized to execute the proposal.

29
30 **G. Pool and Facilities Rules and Policies**

31 **G.1. Review**

32 Ms. Rugg presented the draft pool and facilities rules and policies.

33 Ms. Valenti asked that they add no unauthorized motor vehicles to the section related to
34 the District’s lakes and ponds.

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36 **G.2. Setting Public Hearing on the Rules and Policies**

37 Ms. Rugg suggested holding the public hearing on the Rules at the same time as the
38 Budget Workshop.

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On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the Board approved the pool and facilities rules and policies, as amended; and setting the public hearing for June 18th at 5:00 p.m. at the New Tampa Library.

H. Updates

H.1. Construction and Property Update

H.2. Resolution 2013-6 Petition to Amend District Boundaries

Mr. Vericker presented Resolution 2013-6 and requested a motion to approve.

Following Board discussion,

On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the Board adopted Resolution 2013-6 Petition to Amend District Boundaries.

Ms. Stewart discussed a proposal received for testing and maintenance of the pool lift.

Following Board discussion,

On MOTION by Ms. Firebaugh, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR, the Board approved the testing and maintenance of the pool lift by Sean Connerty for \$135.00 per quarter/ \$540.00 per year.

A Board re-opened the discussion on District lakes and ponds signage, and agreed that fishing was okay.

On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the Board approved amending the Rules and Policies, and Posting of signage "No Swimming, Wading, Boating Remote Control Watercraft or Unauthorized Motorized Vehicles."

I. Additional Matters

I.1. Fertilization and Pest Report

A copy of the report was included in the Advanced Board Package, and will be made a part of the permanent record.

FOURTH ORDER OF BUSINESS – Staff Reports

A. Manager

There being no further report, the next item followed.

B. Attorney

There being no further report, the next item followed.

1 C. Engineer
2 There being no further report, the next item followed.
3

4 **FIFTH ORDER OF BUSINESS – Audience Comments**

5 There not being any, the next item followed.
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7 **SIXTH ORDER OF BUSINESS – Supervisor Comments**

8 There not being any, the next item followed.
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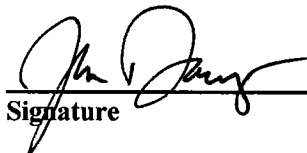
10 **SEVENTH ORDER OF BUSINESS – Continued**
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12 On MOTION by Ms. Valenti, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR, the
13 meeting was continued to June 3, 2013 at 1:00 p.m. at M/I Homes.
14

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

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

20 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
21 noticed meeting held on June 19, 2013.

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25 _____
26 Signature

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28 Printed Name

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30 Title:

- 31 Secretary
32 Assistant Secretary
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23
24 
25 _____
26 Signature

27
28 BETTY VALENTI
29 Printed Name

30 Title:

- 31 Chairperson
32 Vice Chairperson