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

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The Regular Meeting of the Board of Supervisors of the K-Bar Ranch Community Development District was held on Wednesday, July 17, 2013 at 1:10 p.m. at the Offices of M/I Homes, 4343 Anchor Plaza Parkway, Suite 200, Tampa, Florida.

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**FIRST ORDER OF BUSINESS – Roll Call**

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Ms. Rugg 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:

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Betty Valenti	Chairperson
Chloe Firebaugh	Vice Chairperson
Joe Fulghum	Supervisor
Mike Metropolis	Supervisor

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Also present were:

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Jean Rugg	Manager
John Vericker	Attorney (via Telephone)
Tonya Stewart	Engineer (via Telephone)
Brad Van Rooyen	HOA Manager
Carlos Torres	Austin Outdoors
Numerous Residents	

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Ms. Rugg established a quorum of the Board was present.

**SECOND ORDER OF BUSINESS – Administration Items**

**A. Approval of Meeting Minutes**

**1) June 3, 2013**

**2) June 18, 2013 Audit Committee**

**3) June 18, 2013 Board and Workshop**

**4) June 19, 2013 Continued Audit Committee**

**5) June 19, 2013 Continued Board and Workshop**

Ms. Rugg presented the meeting minutes for approval.

Ms. Valenti stated she had not had time to review the minutes and would like to postpone approving them until the next meeting.

1 Board commented on the lateness of meeting minutes and that they had to print  
2 the meeting materials themselves.

3

4 **B. Financial Statements as of June 2013**

5 Ms. Rugg presented the financial statements and requested a motion to accept.

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

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10 **C. Expenditures for June 2013**

11 Ms. Rugg reviewed the expenditures for June and requested a motion to accept.

12 Ms. Valenti stated Johns Custom Fencing installed the black fence and it should  
13 be paid for from the construction fund and the expenditure statement shows it was taken  
14 from the general fund.

15 Ms. Stewart stated she has been working with the accounting department to clear  
16 up the matter to make sure it's taken from the correct fund.

17 Ms. Valenti stated she questions what account the funding was taken from for the  
18 Tom Kinsey services.

19 Ms. Stewart stated that was for planting in the ponds along the east-west road and  
20 M/I paid for that.

21 Ms. Firebaugh stated that the planting for the ponds was rather expensive and asks  
22 if other bids were received.

23 Ms. Stewart stated that she received bids from Cornerstone and Tom Kinsey.

24 Ms. Firebaugh stated that the pool permit is still in the name of the previous  
25 developer and ask if it had been transferred to the CDD. Discussion was held.

26 Ms. Firebaugh stated Bluewater Aquatics put a note on their invoice that there is a  
27 leak in one of the outfalls.

28 Ms. Stewart stated she is aware of the problems and is following up on them.

29

30 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR,  
31 the Board accepted the June 2013 Expenditures, with Reimbursement of Johns Custom  
32 Fencing Invoice from the Construction Account.

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**D. Approval of Stantec Invoice**

Ms. Valenti reviewed the Stantec invoice and requested a motion to approve.

Ms. Stewart stated we watch the CDD's budgets very closely that so if we are getting low can talk it over with the District. Our services did go a little over budget, but I did make multiple adjustments from 15% to 20% to reduce some of the charges to help it fit into the budget.

On MOTION by Mr. Fulghum SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the Board approved the Stantec invoice for \$8,652.

**THIRD ORDER OF BUSINESS – Public Hearing on Chapter II of District Rules for Amenities**

**A. Open Public Hearing**

On MOTION by Mr. Fulghum, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the Board opened the public hearing.

**B. Discussion and Public Testimony on Amenities**

Ms. Rugg asked if the board had received any comments on the rules, or if there are any additional revisions.

A Board discussion was held regarding the rules for the pool access card cost, the method of distribution to new and re-sale home owners.

Ms. Valenti asked to have the rules public hearing be continued to the August meeting.

**C. Approving Proposed Rules**

**D. Adoption of Resolution 2013-8**

**E. Close Public Hearing**

Ms. Rugg requested a motion to continue the rules public hearing.

On MOTION by Ms. Valenti, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the Board continued the rules public hearing to August 21, 2013 Board meeting.

1 **FOURTH ORDER OF BUSINESS – Business Matters**

2 **A. FY 2013-2014 Budget Discussions**

3 **A.1. Reserve Study**

4 **A.2. Resident Comments**

5 The Reserve Study and the written resident comments received by the District  
6 office were distributed in the Advanced Board Package, a copy of which are attached  
7 hereto and made a part of the permanent public records.

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9 **A.3. Proposed Budget**

10 Ms. Valenti stated that she made a change to the budget for Parcel “O” as there  
11 are 100 lots, and distributed a new page. At this point we can go through the line items in  
12 hopes to finalize the budget for the public hearing on August 21, 2013.

13 The items discussed are as follows:

- 14 • Contract amount for street lighting is \$19,152 annually, and that is a decrease of  
15 about \$5,000 from original budget;
- 16 • Assessment allocation of the street lights for the development and Parcel O;
- 17 • Receipt of one bid for the east-west roadway landscape installation and  
18 maintenance at \$90,000; when the northern section is built part of that will be  
19 broken out and will be maintained by Parcel “O” residents; however exact  
20 amounts are not known at this time;
- 21 • Recommendation to look at miscellaneous pool repairs at \$2,725; pool permit is  
22 \$275 and \$2,000 for the building maintenance, and break it out as separate line  
23 items;
- 24 • Water bills and the fluctuation in the costs; and
- 25 • Reserve study recommendation for the first year of \$47,000.

26 The Board requested to continue the meeting to discuss the budget on July 26,  
27 2013 at 12:00 p.m.

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29 A discussion was held regarding the resident meeting held on June 18, 2013 at the  
30 New Tampa Library, and the resident questions at the meeting and post meeting.

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1 Ms. Valenti stated that she has spoken to Mr. Torres regarding the monuments  
2 and upgrades in the landscaping. We only have \$8,000 to work with, and we want to  
3 improve the areas where we are going to get the most for the money. I am requesting  
4 approval from the Board to develop and send a letter to the four builders for assistance in  
5 this project.

6  
7 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN  
8 FAVOR, the Board authorized Ms. Valenti to send a letter to all four builders regarding a  
9 donation towards upgrading the entryway, landscape replacement, sidewalks, monuments  
10 and mulch.

11  
12 Ms. Valenti presented the proposal for replacement landscaping around the  
13 monuments.

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15 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN  
16 FAVOR, the Board approved \$6,045.29 for landscaping replacement around the  
17 monuments.

18  
19 Ms. Valenti presented the proposal for landscaping upgrades around the  
20 clubhouse to include mulch, sod, fix or replace the light, add bottlebrush and irrigation  
21 adjustments.

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23 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN  
24 FAVOR, the Board approved \$2,388.52 for landscape upgrades at the clubhouse.

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26 Ms. Valenti stated that when she gets the proposals together for cleaning the  
27 sidewalks, clearing the moss from the trees and replacing some trees that is what she will  
28 ask the builders to make a contribution towards.

29 A discussion was held regarding the landscape company maintenance schedule  
30 for the various areas.

31 A discussion was held regarding holiday decorations and who would do the  
32 decorating.

1 Ms. Stewart stated that she had checked with Dave's Home Helper on what was  
2 needed for the electricity to the monuments and they are going to have a meeting with  
3 TECO. I had a conversation with TECO and they are following up because TECO is in  
4 the area now working on Parcel "O". We are going to try to get them to assist us while  
5 they are out here.

6

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

8 **C. Engineer**

9 Ms. Stewart stated that she and Ms. Valenti met to look at the upland habitat and  
10 the city was present as well. She believes with pressure from the residents, the city will  
11 allow us to remove the fence, and we will be doing some additional planting to prevent  
12 encroachment into the habitat area. She has been working with Ms. Firebaugh on the  
13 roundabout project.

14 Ms. Firebaugh asked if Ms. Stewart was going to talk to RIPA about their  
15 vehicles damaging the roundabout. I spoke to RIPA and they said they cannot take  
16 another route without damaging homeowner property.

17 Ms. Stewart reported that the vehicles are able to go the roundabout way without  
18 damaging the roundabout.

19 Ms. Firebaugh requested that she and Ms. Stewart have a telephone conference  
20 with RIPA regarding the roundabout.

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22 **FOURTH ORDER OF BUSINESS - Business Matters (Continued)**

23 **B. Updates:**

24 **B.1. Construction and Property Update**

25 **B.2. Access Control System**

26 **B.3. Monument Lighting**

27 **B.4. Round-a-about Landscape Design**

28 **B.5. Boundary Amendment**

29 There being no updates, the next item followed.

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31 **C. Additional Matters**

32 There not being any, the next item followed.

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1 **FIFTH ORDER OF BUSINESS – Staff Reports (Continued)**

2 **A. Manager**

3 There being no report, the next item followed.

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5 **B. Attorney**

6 Mr. Vericker stated that he is still working on completing the boundary  
7 amendment and he is waiting on consent.

8 Ms. Valenti stated she has received a request to put a construction trailer on  
9 common area that is still owned by Tim Mobley and it will need to be deeded over to the  
10 CDD. Ms. Stewart is looking to see if there are other common areas still owned by Tim  
11 Mobley.

12 Mr. Vericker stated that he will work Ms. Stewart on getting them deeded over to  
13 the CDD.

14

15 **SIXTH ORDER OF BUSINESS – Audience Comments**

16 There not being any, the next item followed.

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18 **SEVENTH ORDER OF BUSINESS – Supervisors Request**

19 Ms. Valenti stated we are all questioning field services as our contract does not  
20 spell out what field services are. I consider field services to be that the manager would  
21 walk the property, check the landscaping, check the amenities area and janitorial service.  
22 Field manager should be making sure these contractors are doing their job per their  
23 contract. I am not seeing that happen. I have done two visits this month and on three  
24 occasions I have done landscape reviews with Mr. Torres. I know Ms. Firebaugh has had  
25 reviews with Mr. Torres. I do not think the playground has ever been reviewed to make  
26 sure it is in good condition. I believe this is what should be done for field services and I  
27 am not seeing any of this being done. If DDPFG is not offering this service, we should  
28 remove it from the contract and I will do it.

29 Mr. Metropolis stated I was at the meeting last year when we added the field  
30 service amendment to our contract. The agreement was an employee was going to do a  
31 weekly drive through and assess the condition of the community and report back to the  
32 board on a monthly basis any deficiencies they found. Never has a report been given to

1 the Board. I came here today to propose a motion to have this amendment removed from  
2 the contract. This amendment was never reviewed by counsel, and it was signed by Mr.  
3 Daugirda and Ms. Goodman. According to the termination agreement, we are required to  
4 give 60 day notice and I would like immediate termination. There is no need for  
5 residents to pay \$12,000 when not once have any of their employees walked the  
6 pavement as we were told it was going to happen. I do know Mr. Daugirda relied upon  
7 Mr. Van Rooyen to give him information for the report and then take the report and read  
8 it to the Board. That is not the firm doing it. We had a streetlight on for 47 days 24  
9 hours a day. I sent Ms. Stewart six e-mails to ask her if she had reported it and she told  
10 me to feel free to report it. If DPFG does not want to work for the District, there are  
11 plenty of other companies out there that will do the work.

12 Ms. Firebaugh stated Ms. Valenti receives phone calls all the time to go out to the  
13 property to do the management companies job.

14 Following discussions,  
15

16 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN  
17 FAVOR, the Board approved terminating the addendum of field service with DPFG.  
18

19 Ms. Valenti requested approval from the Board to ask the District to contribute  
20 \$500 each for the recreational event.  
21

22 On MOTION by Mr. Metropolis, SECONDED by Ms. Firebaugh, WITH ALL IN  
23 FAVOR, the Board approved the contribution of \$500 for the recreational event.  
24

25 The record will reflect Mr. Fulghum left the meeting.  
26

27 A discussion was held regarding holding evening meetings. Ms. Valenti stated she  
28 is planning on four meetings at 5:30 p.m.

29 Mr. Metropolis asked about controlling the ants and fire ants.

30 Ms. Valenti stated we are treating for the fire ants, but when they spray they just  
31 move. Mr. St. Denis was supposed to look into an additional treatment for the ant and fire  
32 ant problem with Top Choice.



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**EIGHTH ORDER OF BUSINESS – Continued**

There being no further business,

On MOTION by Mr. Metropolis, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the meeting was continued to July 26, 2013 at 12:00 noon at M/I Homes.

*\*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 9/18/13.



Signature

BRUCE ST. DENIS

Printed Name

Title:

- Secretary
- Assistant Secretary



Signature

Printed Name

Title:

- Chairperson
- Vice Chairperson