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

9 The Public Hearing and Regular Meeting of the Board of Supervisors of the K-Bar  
10 Ranch Community Development District was held on Wednesday, August 21, 2013 at 1:00  
11 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**

20 Mr. St. Denis called the meeting to order.

21 The Board members introduced themselves for the record.

22 Present and constituting a quorum were:

23 Betty Valenti	Chairman
24 Chloe Firebaugh	Vice Chairman
25 Joe Fulghum	Supervisor
26 Mike Metropolis	Supervisor
27 Ryan Shears	Supervisor

28 Also present were:

29 Bruce St. Denis	Manager
30 John Daugirda	District Manager
31 Patricia Comings-Thibault	Accountant (via telephone)
32 John Vericker	Attorney
33 Tonja Stewart	Engineer

34 Mr. St. Denis established a quorum of the Board was present.

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**SECOND ORDER OF BUSINESS – Audience Comments on Agenda Items**

There not being any, the next item followed.

**THIRD ORDER OF BUSINESS – Administration Items**

**A. Approval of Minutes of Meetings**

**A.2. June 3, 2013 Continued Meeting**

Mr. St. Denis presented the June 13, 2013 continued meeting minutes and requested a motion to approve.

There were changes to Page 1, Line 25 should be Jean Rugg, Page 2, Line 19" total of" is shown twice, Page 2, Line 28" discussion was held".

1 On MOTION by Ms. Firebaugh , SECONDED by Ms. Valenti , WITH ALL IN FAVOR, the  
2 Board approved the Minutes of the June 3, 2013 Continued Meeting as amended.

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4 **A.2. June 18, 2013 Board and Workshop Meeting**

5 Mr. St. Denis presented the June 18, 2013 Board and Workshop meeting and  
6 requested a motion to approve.

7 There were changes to page 3, line 5" the city" not County.

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9 On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti, WITH ALL IN FAVOR, the  
10 Board approved the Minutes of the June 18, 2013 Board and Workshop Meeting, as  
11 amended.

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13 **A.3. June 18, 2013 Audit Committee Meeting**

14 Mr. St. Denis presented the June 18, 2013 Audit Committee meeting and requested a  
15 motion to approve.

16  
17 On MOTION by Ms.Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
18 Board approved the Minutes of the June 18, 2013 Audit Committee Meeting as presented.

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20 **A.4. June 19, 2013 Continued Board Workshop Meeting**

21 Mr. St. Denis presented the June 19, 2013 continued Board and Workshop meeting  
22 and requested a motion to approve.

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24 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
25 Board approved the Minutes of the June 19, 2013 Continued Board and Workshop Meeting  
26 as presented.

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28 **A.5 June 19, 2013 Continued Audit Committee Meeting**

29 Mr. St. Denis presented the June 19, 2013 continued Audit Committee meeting and  
30 requested a motion to approve.

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32 On MOTION by Ms.Valenti, SECONDED by Ms. Firebaugh , WITH ALL IN FAVOR, the  
33 Board approved the Minutes of the June 19, 2013 Continued Audit Committee Meeting as  
34 presented.

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36 Ms. Firebaugh asked why the July minutes were not presented as the Board of  
37 Supervisors were told they would receive them.

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**B. Acceptance of Financial Statements as of July 2013**

Mr. Daugirda presented the financial statements thru July 2013.

Ms. Firebaugh asked about closing out the Construction Account holding \$2,700 with a monthly charge of \$20.

Ms. Stewart stated she had the funds programmed for smaller projects so no action should be taken.

Mr. Metropolis asked if the General Fund was on track to get through end of Fiscal Year.

Mr. Daugirda and Ms. Thaibult replied there will be some fund balance left at year end.

Mr. Daugirda requested a motion to approve.

On MOTION by Ms.Valenti, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the Board approved the Financial Statements as of July 2013 as presented.

**C. Expenditures for July 2013**

Mr. Daugirda presented the expenditures for July 2013.

Ms. Firebaugh had questions regarding pool expenditures, discussion was held about the pump being replaced which was authorized by Ms. Valenti. The plumbing repairs seemed expensive and whether the whole flush valve needs replaced.

Ms. Firebaugh suggested that since M/I Homes superintendent is on site, they could send a crew to do repairs at a lower cost.

Ms. Valenti stated that new janitorial company also can do minor maintenance work.

On MOTION by Ms. Firebaugh, SECONDED by Ms. Valenti WITH ALL IN FAVOR, the Board accepted the Expenditures for July 2013.

**D. Acceptance of Engineers Annual Inspection Report**

Ms. Stewart reviewed the annual engineer's inspection report and stated that the engineers report certifies that the infrastructure is working as designed.

On MOTION by Ms. Valenti, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the Board accepted the Engineers Annual Inspection Report.

1 **FOURTH ORDER OF BUSINESS – Public Hearing on Chapter II of District Rules for**  
2 **Amenities**

3 **A. Open Public Hearing**  
4

5 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
6 Board opened the Public Hearing.  
7

8 **B. Discussion and Public Testimony on Rules**

9 Mr. St. Denis opened the discussion regarding the rules. There was discussion about  
10 the number of edits required to finalize the document.

11 Board members talked about their edits and copies were provided so that District Staff  
12 could provide a new draft to Mike Metropolis by August 28<sup>th</sup>. There was extensive  
13 discussion including but not limited to clarification of what documentation would be required  
14 to obtain an Access Card, approvals for bounce houses, approval forms and allowing  
15 reasonable changes to be made to the rules by the board, whether fishing will be allowed and  
16 if so, in what areas/ponds.

17 Mr. Vericker explained that the ponds are public and that ponds can be fishing or no  
18 fishing but it would apply to everyone. It may be possible to designate a specific area to  
19 allow fishing for everyone. He also explained that it is very hard to distinguish between  
20 residents or non-resident. The CDD would also need to set up an enforcement mechanism. It  
21 was suggested that the official fishing pond be the small pond in the vicinity of the basketball  
22 courts.

23  
24 Ms. Valenti moved that there be a “no fishing policy” unless it is a community event; for  
25 Lack of a Second, the Motion Failed.  
26

27 Ms. Firebaugh suggested that an announcement be made that the BOS is considering  
28 implementing a “no fishing” policy so that the community can comment at the Public  
29 Hearing.

30 Mr. St. Denis will send Mike Metropolis a copy of the proposed rules (as amended) to  
31 be posted on the website and have Mr. VanRooyen, the HOA manager, send out an email that  
32 it is going to be discussed at the September meeting and these are the key items that will  
33 change. We will consider both public and email comments about the proposed rule changes

1 at the September 18<sup>th</sup> meeting. The rules public hearing will be continued to September 18th  
2 at the M/I homes.

3

4 **C. Approving Proposed Rules**

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

6 **E. Close Public Hearing.**

7 The Board Continued this item to the September 18, 2013 meeting.

8

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10 **FIFTH ORDER OF BUSINESS – Public Hearing on Proposed Budget FY 2013-2014**  
11 **Budget**

12 **A. Open Public Hearing**

13

14 On MOTION by Ms. Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
15 Board opened the Public Hearing.

16

17 **B. Presentation**

18 Mr. Daugirda and Ms. Comings-Thibault presented the proposed budget, debt service,  
19 assessment tables and support documents that were distributed and discussed.

20 Mr. Metropolis thought the process went very well. Good communication between  
21 Board and community. There is good understanding and the importance of reserves and the  
22 residents understand the small increase and what the CDD does for the community.

23 The Board agreed that the process was a good one.

24 Ms. Valenti suggested that the Board revisit streetlight funding as part of next year's  
25 budget process.

26 The Board requested that Staff to bring discussion to Board prior to budget  
27 preparation.

28

29 **C. Public Comment and Discussion**

30 There not being any, the next item followed.

31

32 **D. Equalization of Assessments**

33 Mr. Daugirda explained the equalization of assessment process and the process was  
34 not required.

35

36

- 1 **E. Resolution 2013-9, Annual Appropriations and Budget Adoption**  
2 Mr. Daugirda reviewed Resolution 2013-9 and requested a motion to approve.

3

4 On MOTION by Ms.Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
5 Board adopted Resolution 2013-9, Annual Appropriations and Budget Adoption.

6

- 7 **F. Resolution 2013-10, Assessment Levy**  
8 Mr. Daugirda reviewed Resolution 2013-10 and requested a motion to approve.

9

10 On MOTION by Ms.Valenti, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
11 Board adopted Resolution 2013-10 Assessment Levy.

12

- 13 **G. Close Public Hearing**  
14 Mr. Daugirda requested a motion to close the public hearing.

15

16 On MOTION by Mr. Fulghum, SECONDED by Mr. Metropolis, WITH ALL IN FAVOR,  
17 the Board Closed the Public Hearing.

18

19 **SIXTH ORDER OF BUSINESS - Business Items**

20 **A. Creative Sign Design Proposal**

21 Ms. Valenti reported that this item requires no BOS action but has to do with the  
22 number of signs on aluminum channel. The Creative Sign Proposal is to change out the posts  
23 and Ms. Valenti will be asking builders to contribute. This will be in addition to upgrading  
24 the landscaping and cleaning the sidewalks.

25

- 26 **B. Valley Crest Proposals for Roadway and New Areas Outside Parcel O**  
27 This item was for budget purposes only, no action was required.

28

29 **C. Updates:**

30 **C.1. Construction**

31 Ms. Valenti stated that rain has caused delays in the construction.

32

33 **C.2. Access Control System**

34 Ms. Valenti reported that the access control system is working and the access cards  
35 have been distributed.

36

1 **C.3. Monument Lighting**

2 Ms. Stewart reported that she checked with TECO and they will not allow the  
3 streetlights as a source for the monument lighting. They may need to use solar lighting as an  
4 alternative.

5 Ms. Valenti stated she would make some calls to her electrical contact and see if they  
6 have any ideas.

7  
8 **C.4. Round-a-bout Landscape Design**

9 Discussed earlier.

10

11 **C.5. Boundary Amendment**

12 Mr. Vericker reported that the boundary amendment is in process however they are  
13 waiting on a response from the landowner.

14

15 **D. Additional Matters**

16 Ms. Betty Valenti presented photos' of conditions that need to be addressed.

- 17 • Change size of roundabout circle to allow for greater traffic course.
- 18 • Ms. Firebaugh there will be limited discussion about landscape of the roundabouts at  
19 this meeting.
- 20 • There is consideration of combining the roundabout redesign with the development of  
21 Parcel "O". site engineer is having conversations with the city.
- 22 • Landscape has been trimmed back on the roundabout.
- 23 • Fallen signs
- 24 • Issues are being addressed with landscaping company.
- 25 • Wet areas around pool in vicinity of hose bib.
- 26 • Low spot in pool entrance holding water and developing mildew
- 27 • Ms. Firebaugh suggested that if one of the contractors are pouring concrete they could  
28 take out the sidewalk section and re-pour.
- 29 • Edges of basketball court are collapsing where court surface thins out.
- 30 • Some rust showing up on surfaces sprayed by well water. May need to treat wells.  
31 Treatment system could already be in place but not maintained.
- 32 • There is some sort of control or junction box in front of the amenity center. Could be  
33 moved but will be costly.

- 1 • Top course of the wall at a conservation site is separating from base.  
2 • “Stop” sign is 3 feet off of the ground. There are other signs with post problems.  
3 Ms. Valenti will be getting costs for many of these items for the next meeting.  
4 Ms. Valenti presented TECO contract for East/West lights and requested a motion to  
5 approve.

6  
7 On MOTION by Mr. Firebaugh, SECONDED by Mr. Fulghum, WITH ALL IN FAVOR, the  
8 Board approved the TECO contract for East/West lights.  
9

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

11 **A. Manager**

12 There being no report, the next item followed.  
13

14 **B. Engineer**

15 Ms. Stewart provided:

- 16 • Update on 2006 and 2011 construction accounts.  
17 • Has some requisitions for Chair to sign.  
18 • General Fund will be reimbursed for cost of chain link fence installation (Basset  
19 Creek area)  
20 • RIPA has installed an underdrain at the playground  
21 • Proposed using balance of 2011 to modify playground including ADA compliance.  
22

23 **C. Attorney**

24 There being no report, the next item followed.  
25

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

27 There not being any, the next item followed.  
28

29 **SEVENTH ORDER OF BUSINESS – Supervisor Request**

30 Ms. Valenti stated she has concerns regarding the professionalism of the management  
31 company. She wanted to resolve the timeliness of reports, meeting packets, grammatical  
32 errors, proofing of meeting materials, meeting packages are to be distributed the Friday  
33 before the meeting. There is no professional back-up for the budget process, there needed to



1 be better review before presentation, accounting irregulations, paperwork problems, no  
2 minutes and the meeting package being distributed the day before the meeting.

3 Mr. Daugirda and Mr. St. Denis emphasized that the Board has DPFPG's attention and  
4 there will be immediate improvement.

5

6 **EIGHTH ORDER OF BUSINESS - Continued**

7 The ~~meeting~~ was continued to September 18, 2013 at 1:00 p.m. for the Rules Public  
8 Hearing.

9

10 On MOTION by Mr. Fulghum, SECONDED by Ms. Firebaugh, WITH ALL IN FAVOR, the  
11 Board continued the Rules Public Hearing to September 18, 2013 at 1: 00 p.m.

12


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

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

18

19 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a  
20 publicly noticed meeting held on 9/18/13.

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22 

23  
24 Signature

25  
26 BRUCE ST. DENIS

27 Printed Name

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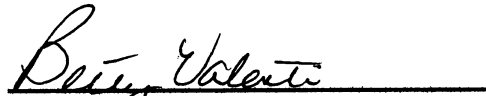
29 Title:

- 30  Secretary  
31  Assistant Secretary

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33

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Signature

Printed Name

Title:

- Chairman  
 Vice Chairman