



Rizzetta & Company

K-Bar Ranch II Community Development District

**Board of Supervisors'
Meeting
March 12, 2020**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001**

www.kbarranchllcdd.org

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT

M/I Homes of Tampa, LLC 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33634

Board of Supervisors	Betty Valenti Chloe Firebaugh Jennifer Stilwell Joshua Hall Lee Thompson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	Andy Cohen	Persson Cohen & Mooney, PA
District Engineer	Tonja Stewart	Stantec Consulting Services

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL
33544

WWW.KBARRANCHIICDD.ORG

Board of Supervisors
K-Bar Ranch II Community
Development District

March 4, 2020

Dear Board Members:

The **second audit committee** and regular meeting of the Board of Supervisors of the K-Bar Ranch II Community Development District will be held on **Thursday, March 12, 2020 at 9:30 a.m.** at the office of M/I Homes, located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33634. The following is the agenda for the meeting.

AUDIT COMMITTEE MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. BUSINESS ADMINISTRATION**
 - A. Review of Proposals for Fiscal Years 2020-2022
Auditing Services Tab 1
- 3. ADJOURNMENT**

BOARD OF SUPERVISORS' MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on February 13, 2020 Tab 2
 - B. Presentation of Minutes of the Audit Committee Meeting held on February 13, 2020 Tab 3
 - C. Consideration of Operation and Maintenance Expenditures for January 2020 Tab 4
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 5. BUSINESS ITEMS**
 - A. Presentation of Landscape Report and Responses Tab 5
 - B. Presentation of Yellowstone's Report and Consideration of Proposals Tab 6
 - C. Presentation of Aquatics Report Tab 7
 - D. Consideration of Audit Committee's Recommendation
 - E. Ratification of EPC Mitigation Agreements and Conservation Easements Tab 8
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
[Angel Montagna](#)
District Manager

Cc: Andy Cohen, Persson Cohen & Mooney, P.A.
Betty Valenti, Chairman

Tab 1

MINUTES OF MEETING

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

**K-BAR RANCH II
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the K-Bar Ranch II Community Development District was held on **Thursday, February 13, 2020 at 9:31 a.m.** at the office of M/I Homes, located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33634.

Present and constituting a quorum were:

Betty Valenti	Board Supervisor, Chairman
Chloe Firebaugh	Board Supervisor, Assistant Secretary
Joshua Hall	Board Supervisor, Assistant Secretary
Lee Thompson	Board Supervisor, Assistant Secretary
Jennifer Stilwell	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
Andrew Cohen	District Counsel, Persson, Cohen & Mooney <i>(via conference call)</i>
Tonja Stewart	District Engineer, Stantec Consulting

FIRST ORDER OF BUSINESS

Call to Order

Ms. Montagna called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting
held on January 9, 2020**

Ms. Montagna presented the minutes of the Board of Supervisors' meeting held on January 9, 2020. There were changes made to line #75 and #133 to the meeting minutes.

On a Motion by Mr. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 9, 2020 as amended for K-Bar Ranch II Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
December 2019**

Ms. Montagna presented the Operation and Maintenance Expenditures for December 2019. A discussion ensued regarding various invoices and the services they represent.

On a Motion by Mr. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for December 2019 (\$57,172.00) for K-Bar Ranch II Community Development District.

(The Board took a recess at 9:51 a.m. and returned at 9:56 a.m. with all those originally present still in attendance.)

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Cohen updated the Board on the Addendum for Parcel M deficiencies.

On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved allowing M/I Homes an extension of 30 days from February 19, 2020 regarding M/I Homes' responsibility to correct Parcel M for conveyance for K-Bar Ranch II Community Development District.

B. District Engineer

A discussion ensued regarding an ownership map.

C. District Manager

Ms. Montagna reminded the Board that their next meeting is scheduled for March 12, 2020 at 9:30 a.m. at the office of M/I Homes, located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33634.

A discussion ensued regarding Parcel J Addendum for monitoring.

On a Motion by Ms. Valenti, seconded by Ms. Firebaugh, with all in favor, the Board of Supervisors approved Addendum for Parcel J monitoring (\$1,080.00) for K-Bar Ranch II Community Development District.

SIXTH ORDER OF BUSINESS

**Presentation of Landscape
Report and Responses**

Ms. Montagna presented the Landscape Report for January along with the

81 landscaper's responses to the report.

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83 **SEVENTH ORDER OF BUSINESS**

**Presentation of Yellowstone's
Onsite Report and
Consideration of Proposals**

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Ms. Montagna presented Yellowstone's Onsite Report and proposals. The following proposals were approved:

On a Motion by Ms. Valenti, seconded by Ms. Firebaugh, with all in favor, the Board of Supervisors approved Yellowstone's Proposal for Oak Tree Root Injections throughout the community (\$1,310.00) for K-Bar Ranch II Community Development District.

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On a Motion by Ms. Valenti, seconded by Ms. Firebaugh, with all in favor, the Board of Supervisors approved Yellowstone's Proposal for Live Oak Replacement on Paddock View (\$1,320.80) for K-Bar Ranch II Community Development District.

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93 **EIGHTH ORDER OF BUSINESS**

Presentation of Aquatics Report

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Ms. Montagna presented the Aquatics Report from Horner Environmental for January 2020. A discussion ensued.

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98 **NINTH ORDER OF BUSINESS**

**Consideration of Audit
Committee's Recommendation**

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Ms. Montagna stated that the Audit Committee had met prior to the Board meeting and approved the audit proposal instructions and audit evaluation criteria.

On a Motion by Ms. Firebaugh, seconded by Mr. Thompson, followed by a vote of all in favor, the Board of Supervisors approved the audit committee's recommendation for the audit proposal instructions and the audit evaluation criteria for K-Bar Ranch II Community Development District.

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105 **TENTH ORDER OF BUSINESS**

**Consideration of Office Pride's
Service Agreement**

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Ms. Montagna presented and reviewed Office Pride's Service Agreement. A discussion ensued. Mr. Cohen will prepare a contract.

On a Motion by Ms. Firebaugh, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved Office Pride's Agreement as presented for K-Bar Ranch II Community Development District.

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112 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Revised
Vendor Agreement**

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115 Mr. Cohen presented and reviewed the revised Vendor Agreement with the Board.
116 A discussion ensued regarding an Access Card Agreement and a Rental Agreement.
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On a Motion by Ms. Firebaugh, seconded by Mr. Hall, with all in favor, the Board of Supervisors approved the revised Vendor Agreement as discussed for K-Bar Ranch II Community Development District.

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119 **TWELFTH ORDER OF BUSINESS** **Consideration of Resolution**
120 **2020-03, Adopting Parking**
121 **Policies**
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123 Mr. Cohen presented and reviewed Resolution 2020-03, Adopting Parking
124 Policies. A discussion ensued.
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On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved Resolution 2020-03, Adopting Parking Policies as amended for K-Bar Ranch II Community Development District.

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127 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Suncoast Pool**
128 **Proposal**
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130 Ms. Montagna stated that she hasn't received the proposal yet. A discussion
131 ensued.
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On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors authorized District Chairman to authorize a pool maintenance agreement for K-Bar Ranch II Community Development District.

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134 **FOURTEENTH ORDER OF BUSINESS** **Supervisor Requests**
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136 Ms. Montagna asked if there were any Supervisor requests. Ms. Valenti
137 discussed signage.
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On a Motion by Ms. Firebaugh, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the purchase of signage (not-to-exceed \$7,000.00) for K-Bar Ranch II Community Development District.

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140 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**
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142 Ms. Montagna stated that if there was no further business to come before the
143 Board then a motion to adjourn the meeting would be in order.
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On a Motion by Mr. Thompson, seconded by Ms. Firebaugh, with all in favor, the Board of Supervisors Adjourned the meeting at 10:58 a.m. for K-Bar Ranch II Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Tab 2

MINUTES OF MEETING

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

**K-BAR RANCH II
COMMUNITY DEVELOPMENT DISTRICT**

The first audit committee meeting of the K-Bar Ranch II Community Development District was held on **Thursday, February 13, 2020 at 9:30 a.m.** at the office of M/I Homes, located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33634.

Present from the Audit Committee were:

Betty Valenti	Committee Member
Chloe Firebaugh	Committee Member
Joshua Hall	Committee Member
Lee Thompson	Committee Member
Jennifer Stilwell	Committee Member

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
Andrew Cohen	District Counsel, Persson, Cohen & Mooney <i>(via conference call)</i>
Tonja Stewart	District Engineer, Stantec Consulting

FIRST ORDER OF BUSINESS

Call to Order

Ms. Montagna called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

**Presentation of Audit Proposal
Instructions**

Ms. Montagna presented the audit proposal instructions.

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Audit Committee approved the Audit Proposal Instructions as presented for K-Bar Ranch II Community Development District.

THIRD ORDER OF BUSINESS

**Presentation of Audit
Evaluation Criteria**

Ms. Montagna presented the audit evaluation criteria.

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Audit Committee approved the Audit Evaluation Criteria as presented for K-Bar Ranch II Community Development District.

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FOURTH ORDER OF BUSINESS

Adjournment

Ms. Montagna requested a motion to adjourn the Audit Committee meeting.

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors Adjourned the meeting at 9:31 a.m. for K-Bar Ranch II Community Development District.

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Tab 3

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operations and Maintenance Expenditures January 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2020 through January 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented **\$85,219.36**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bright House Networks	001335	0050809852-02	10340 K-Bar Ranch Parkway 01/20	\$ 89.97
Bright House Networks	001318	076584502122019	10711 Mistflower Lane 01/20	\$ 124.97
Bright House Networks	001325	076593901122019	10541 K-Bar Ranch Parkway 01/20	\$ 124.97
Bright House Networks	001335	076594101011320	10339 K-Bar Ranch Pkwy Bldg Gate 01/20	\$ 124.97
Bright House Networks	001335	076594101121319	10339 K-Bar Ranch Pkwy Bldg Gate 12/19	\$ 124.97
Bright House Networks	001318	085934601122219	10820 Mistflower Lane 01/20	\$ 124.98
Bright House Networks	001325	085978601122319	19292 Mossy Pine Dr 01/20	\$ 124.98
DCSI, Inc.	001314	26542	Access/Gate Service 12/19	\$ 527.00
Florida Dept of Revenue	001328	Sales and Use Tax 1/20	Sales and Use Tax 12/19	\$ 16.84
Horner Environmental Professionals, Inc.	001323	216195	Aquatics Maintenance Parcel A 11/19	\$ 762.23
Horner Environmental Professionals, Inc.	001323	216196	Aquatics Maintenance 11/19	\$ 2,511.60
Horner Environmental Professionals, Inc.	001323	216197	Mitigation Area Maintenance 11/19	\$ 812.50
Illuminations Holiday Lighting, LLC	001315	1122219	50% Deposit Holiday Lighting and Decorations 12/19	\$ 3,800.00
Innersync Studio, LTD	001313	17798	ADA Compliant Website 10/19	\$ 1,537.50

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Lee R. Thompson	001334	LT01920	Board of Supervisors Meeting 01/09/20	\$ 224.03
Lee R. Thompson	001322	LT111419	Board of Supervisors Meeting 11/14/19	\$ 224.03
Lee R. Thompson	001321	LT121219	Board of Supervisors Meeting 12/12/19	\$ 224.03
Rizzetta & Company, Inc.	001316	INV0000045800	District Management Fees 01/20	\$ 4,669.17
Rizzetta & Company, Inc.	001331	INV0000046375	Annual Assessment Roll FY 19/20	\$ 5,000.00
Rizzetta Technology Services, LLC	001332	INV000005354	Website Hosting Services 01/20	\$ 100.00
Securiteam Inc.	001324	12539	Gate Video Monitoring Services 11/19	\$ 4,300.00
Securiteam Inc.	001317	12652	Gate Video Monitoring Services 12/19	\$ 4,300.00
Securiteam Inc.	001324	12748	Gate Video Monitoring Services 01/20	\$ 4,300.00
Securiteam Inc.	001333	6753010620	Maintenance and Repair Redwood Point 01/20	\$ 125.00
Stantec Consulting Services Inc.	001326	1591934	District Engineer Services 11/19	\$ 4,204.54
TECO	001320	Summary 12/19	TECO Electric Summary 12/19	\$ 11,767.04
Times Publishing Company	001319	0000040094 12/07/19	Account #163527 Legal Advertising 12/07/19	\$ 73.60
Times Publishing Company	001319	0000040100 12/08/19	Account #163527 Legal Advertising 12/08/19	\$ 203.50

K-BAR RANCH II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	001330	0000040100 12/08/19	Account #163527 Legal Advertising 12/08/19	\$ 277.10
Yellowstone Landscape	001327	TM 70448	Landscape Maintenance 12/19	\$ 18,329.42
Yellowstone Landscape	001336	TM 78627	Landscape Maintenance 01/20	<u>\$ 16,090.42</u>
Report Total				<u>\$ 85,219.36</u>