



Rizzetta & Company

K-Bar Ranch II Community Development District

**Board of Supervisors'
Meeting
February 24, 2021**

**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 Steven Umansky Lee Thompson Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lynn Hayes	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) 994-1001. 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**

February 17, 2021

AGENDA

Dear Board Members:

The continued meeting of the Board of Supervisors of the K-Bar Ranch II Community Development District will be held on **Wednesday, February 24, 2021 at 2:00 p.m.** to be held at M/I Homes, located at 4343 Anchor Plaza Parkway, Suite 200, Tampa, FL 33624. The following is the agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A. Consideration of M/I Conveyance Documents
(under separate cover)
 - B. Consideration of Gate Maintenance Proposal..... Tab 1
 - C. Consideration of First Addendum to Amenity
Services Contract Tab 2
- 4. SUPERVISOR REQUESTS**
- 5. 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,
Lynn Hayes
District Manager

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

Tab 1



13745 N. Nebraska Ave.
 Tampa, FL 33613
 Phone: 813-909-7775
 Fax: 888-596-8464

Estimate

P.O. No.	Date	Estimate #
	1/7/2021	4829

Billing Address
K-Bar Ranch CDD II C/O Rizzetta & Co 10820 Mistflower Ln Tampa, FL 33647

Install Address
K-Bar Ranch CDD II 10820 Mistflower Ln Tampa, FL 33647

Qty	Description	Each	Total
4	Gate maintenance and inspection. Price is per entry and per quarter. (Discounted from original price of \$350) Annual cost: \$3200	200.00	800.00
4	Security systems inspection and maintenance. Price is per entry and per quarter. (Discounted from original price of \$300) Annual Cost \$3200	200.00	800.00
1	Amenity security systems inspection and maintenance. Price is per quarter. Annual cost \$1600 Entry maintenance and inspection communities to be covered: Winsome Manor, Briarbrook, Hawk Valley, and Redwood Point. See scope for work to be performed. ***Maintenance and inspection does not include the cost of repairs.***	400.00	400.00

		Subtotal	\$2,000.00
		Sales Tax (0.0%)	\$0.00
Signature of Acceptance X _____		Total	\$2,000.00

Tab 2

**FIRST ADDENDUM TO THE CONTRACT FOR
PROFESSIONAL AMENITY SERVICES**

This First Addendum to the Contract for Professional Amenity Services (this “**First Addendum**”), is made and entered into as of the 1st day of February 2021 (the “**Effective Date**”), by and between K-Bar Ranch II Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Hillsborough County, Florida (the “**District**”), and Rizzetta Amenity Services, Inc., a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional Amenity Services dated January 25, 2020 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend Exhibit A of the Scope of Services section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to Exhibit A attached.

The amended Exhibit A is hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this First Addendum as of the Effective Date.

Rizzetta & Company, Inc.

**K-Bar Ranch II
Community Development District**

By: _____
William J. Rizzetta, President

By: _____
Chairman of the Board of Supervisors

We the Home Owners Association hereby consent to this first addendum for the K-Bar II CDD Contract for Professional Amenity Services.

By: _____ Date: _____

Its: _____



Rizzetta & Company

EXHIBIT A

ADDITIONAL RESPONSIBILITIES:

Clubhouse Manager working with the Spirit Committee:

- Clubhouse Manager will assist the Spirit Committee with scheduling events on the community calendar. Clubhouse Manager and Spirit Committee must work together to plan their separate events on the same community calendar.
- Clubhouse Manager will assist the Spirit Committee with event notification and residential communication. Clubhouse Manager will send out a monthly all-inclusive email and weekly reminders as needed. Email content must be submitted by the 20th of each month for the following months email (ex. Event flyer). Clubhouse Manager should reach out to the Spirit Committee about posting Clubhouse events on Community social media.
- Spirit Committee will submit an “Event Tracking Form” for every event to the Clubhouse Manager at least 30 days before the event. “Event Tracking Form” includes the event date, vendor contact, shopping list, additional staff if needed, clubhouse supplies, etc. The “Event Tracking Form” should be signed by the Spirit Committee and Clubhouse Manager.
- Clubhouse Manager will assist the Spirit Committee with the purchase of event supplies with the HOA debit card. The Clubhouse Manager will submit a debit card report to Spirit Committee President or Treasurer before the committee meeting for the previous month.
 - Clubhouse personnel are not responsible for planning, executing, set up or cleanup of Spirit Committee events.
 - If there is no elected treasurer on the Spirit Committee, the Clubhouse Manager will document expenditures in the Event Expenditures Worksheet and provide reports on the committee budget status before each meeting and to the Community Manager upon request.
 - The Clubhouse Manager should plan to attend the Spirit Committees meetings, when possible. If a Clubhouse Manager is responsible recording expenditures as noted in the above bullet point, a Spirit committee member would be appointed as liaison to update the Clubhouse Manager.

Additional Clubhouse Personnel for Spirit Committee Events:

If the Spirit Committee has an event outside the regular operating Clubhouse office hours, additional Clubhouse personnel must work onsite. The Clubhouse Manager or any other staff member who is brought in to cover a spirit committee event that is outside of normal operating hours will be compensated their normal hourly rate of pay for time worked at each event. This cost is to be billed to the HOA Spirit Committee. This cost is not part of the normal operating budget for staffing reflected in the amenity services contract. If an additional staff member is brought in to cover an event, they will have a minimum 4 hour shift. The additional Clubhouse personnel will not act as an event volunteer but will watch over the facility and amenities, help residents at the office, and check-in with the Spirit Committee at the start and end of their event.

