



Rizzetta & Company

K-Bar Ranch Community Development District

Board of Supervisors' Meeting February 6, 2019

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

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K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT

New Tampa Regional Library located at 10001 Cross Creek Blvd., Tampa, FL 33647

Board of Supervisors	Frank Morales Rebecca Towner John Bowersox Vicki Shuster Craig Margelowsky	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	Straley Robin & Vericker
District Engineer	Tonja Stewart	Stantec Consulting

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 COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO RD • SUITE 100 • WESLEY CHAPEL, FL
33544

WWW.KBARRANCHCDD.COM

Board of Supervisors
K-Bar Ranch Community
Development District

January 29, 2019

Dear Board Members:

The regular meeting of the Board of Supervisors of the K-Bar Ranch Community Development District will be held on **Wednesday, February 6, 2019 at 6:00 p.m.** at the New Tampa Regional Library located at 10001 Cross Creek Blvd. Tampa, FL 33647. The following is the agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on January 16, 2019.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for December 2018.....Tab 2
 - C. Consideration of Resolution 2019-02, Fiscal Year 2018/2019 Revised Meeting Schedule.....Tab 3
- 4. BUSINESS ITEMS**
 - A. Presentation of Field Inspection Report.....Tab 4
 - B. Consideration of Revised Proposal to Remove Oak Tree and Place Sod.....Tab 5
 - C. Consideration of Proposal for Amenity Staffing.....Tab 6
 - D. Consideration of Proposals for Message Board.....Tab 7
 - E. Discussion Regarding ADA Website Proposal.....Tab 8
 - F. Discussion Regarding Intersection at Tamarind and Basset Creek.....Tab 9
 - G. Consideration of Request for Tree/Bush Removal
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 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) 994-1001.

Sincerely,
[Angel Montagna](#)
District Manager

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
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the K-Bar Ranch Community Development District was held on **Wednesday, January 16, 2019 at 6:00 p.m.** at the New Tampa Regional Library, located at 10001 Cross Creek Blvd., Tampa, FL 33647.

Present and constituting a quorum were:

John Bowersox	Board Supervisor, Chairman
Vicki Shuster	Board Supervisor, Vice Chairman
Frank Morales	Board Supervisor, Assistant Secretary
Rebecca Towner	Board Supervisor, Assistant Secretary
Craig Margelowsky	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley, Robin & Vericker <i>(joined the meeting in progress)</i>
Tonja Stewart	District Engineer, Stantec Consulting
Ken Roth	Representative, Down to Earth

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Montagna asked if there were any audience comments. There were no audience comments put forth at this time.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2019-01,
Designating Officers of the District**

Ms. Montagna presented Resolution 2019-01, Designating Officers of the District. Various nominations were made.

On a Motion by Ms. Towner, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved Resolution 2019-01, Designating Officers of the District as follows: Frank Morales – Chairman, Rebecca Towner – Vice Chairman, John Bowersox, Vicki Shuster, and Craig Margelowsky as Assistant Secretaries for K-Bar Ranch Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on December 10, 2018

Ms. Montagna presented the December 10, 2018 meeting minutes.

On a Motion by Mr. Margelowsky, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 10, 2018 as presented for K-Bar Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for November 2018

Ms. Montagna presented the Operation and Maintenance Expenditures for November 2018. A brief discussion ensued.

On a Motion by Mr. Bowersox, seconded by Mr. Morales, with all in favor, the Board of Supervisors approved all legal questions coming to the District Manager and then to District Counsel if they can't be answered by the District Manager for K-Bar Ranch Community Development District.

On a Motion by Ms. Towner, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for November 2018 (\$45,862.73) as presented for K-Bar Ranch Community Development District.

SIXTH ORDER OF BUSINESS

Presentation of Field Inspection Report

Mr. Roth presented and reviewed the Field Inspection Report dated December 18, 2018.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Dead Oak Tree Removal

Ms. Montagna presented a proposal from Mid-Florida Tree Service. Discussion ensued. The Board requested a revised proposal to include the placement of sod.

Ms. Montagna presented a proposal form Down to Earth to replace Ilex Shillings.

On a Motion by Mr. Margelowsky, seconded by Mr. Morales, with all in favor, the Board of Supervisors approved Down to Earth's proposal to replace Ilex Shillings (\$1,860.20) for K-Bar Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Job Description for
Amenity Staffing**

Ms. Towner provided her review of the job description for amenity staffing that Frank Morales provided. Discussion ensued.

On a Motion by Mr. Margelowsky, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors authorized District staff to obtain proposals for janitorial services (3 days a week, both bathrooms, trash, etc.) for K-Bar Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of ADA Website Proposal

Ms. Montagna presented and reviewed the ADA Website Proposal. Discussion ensued regarding removing all non-required documents from the District's website. Counsel to provide a list of statutorily required documents that need to be on the District website.

TENTH ORDER OF BUSINESS

Consideration of Vertex Contract Renewal

Ms. Montagna presented and reviewed Vertex Water Features' Contract Renewal. Discussion ensued.

On a Motion by Mr. Margelowsky, seconded by Ms. Shuster, with all in favor, the Board of Supervisors approved the updated Field Services Contract as presented for K-Bar Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Robin gave the Board an update on the Interlocal Agreement with K-Bar Ranch II CDD. Ms. Montagna stated that the District would need a Board member to represent the District and to meet with a board member representative of K-Bar Ranch II CDD, District Counsel and District Engineer for both of the Districts to discuss the areas to maintain. Mr. Margelowsky volunteered to be the representative from the District.

B. District Engineer

Ms. Stewart reviewed Stantec's invoices. A discussion ensued.

C. District Manager

Ms. Montagna stated that the next Board of Supervisors' meeting will be held on Wednesday, February 6, 2019 at 6:00 p.m. at the New Tampa Regional Library.

Ms. Montagna clarified the meter charge that Mr. Margelowsky had inquired about.

A discussion ensued regarding the playground.

On a Motion by Mr. Margelowsky, seconded by Ms. Shuster, with all in favor, the Board of Supervisors authorized Ms. Towner to meet on site with Forever Lawn, Ms. Montagna and Mr. Brown for the playground inspection for K-Bar Ranch Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Ms. Montagna asked if there were any Supervisor requests. Ms. Towner stated that there was a sign leaning on pond 500.

Mr. Margelowsky requested that the pond sign at 19315 Prairie Tree Place be moved.

Proposals were requested for four pillars at the front of Stonecreek and a message board.

It was stated that the bathroom dryers were broke and the toilet is running in the men's restroom.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Montagna stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Ms. Towner, seconded by Mr. Margelowsky, with all in favor, the Board of Supervisors adjourned the meeting at 8:16 p.m. for K-Bar Ranch Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman