



Rizzetta & Company

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

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**Board of Supervisors' Meeting  
March 4, 2020**

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

[www.kbarranchcdd.com](http://www.kbarranchcdd.com)

**K-BAR RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Frank Morales Vicki Shuster John Bowersox Craig Margelowsky R. Dirk Selland	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Angel Montagna	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	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](http://WWW.KBARRANCHCDD.COM)

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**Board of Supervisors**  
**K-Bar Ranch Community**  
**Development District**

February 25, 2020

Dear Board Members:

The regular meeting of the Board of Supervisors of the K-Bar Ranch Community Development District will be held on **Wednesday, March 4, 2020 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 February 5, 2020 ..... Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for January 2020 ..... Tab 2
- 4. STAFF REPORTS**
  - A. District Chairman
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
- 5. BUSINESS ITEMS**
  - A. Presentation of Field Inspection Report and Landscaper's Response ..... Tab 3
  - B. Consideration of Yellowstone Landscape's Proposals ..... Tab 4
  - C. Consideration of Proposals for Street Tree Pruning ..... Tab 5
  - D. Consideration of Proposals for Round-a-Bout Enhancements ..... Tab 6
  - E. Consideration of Proposal to Move Blueberry Trees and Replace with Red Maple Trees ..... Tab 7
  - F. Consideration of Brad Bowers Request for Hedges ..... Tab 8
  - G. Discussion Regarding Joint Event with K-Bar Ranch II CDD
- 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, February 5, 2020 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:

Frank Morales	<b>Board Supervisor, Chairman</b>
Vicki Shuster	<b>Board Supervisor, Vice Chairman</b>
John Bowersox	<b>Board Supervisor, Assistant Secretary</b>
R. Dick Selland	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Craig Margelowsky	<b>Board Supervisor, Assistant Secretary</b> <i>(via conference call)</i>
Angel Montagna	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Michael Rodriguez	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Vivek Babbar	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Matt Mattos	<b>Representative, Yellowstone Landscaping</b>

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. An audience comment was entertained regarding the flowers at the monuments. Yellowstone Landscaping will provide a proposal with drawings for all monuments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held  
on December 4, 2019**

Ms. Montagna presented the December 4, 2020 meeting minutes. There were no changes.

On a Motion by Mr. Selland, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 4, 2020 as presented for K-Bar Ranch Community Development District.

**FOURTH ORDER OF BUSINESS**

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

Ms. Montagna presented the Operation and Maintenance Expenditures for November and December 2019.

On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for November (\$62,793.84) and December 2019 (\$55,851.34) as presented for K-Bar Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Chairman**

Mr. Morales gave updates regarding the following items:

- Parking Issue – No parking on Mistflower – Ms. Montagna will call the City to install signage

On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved ordering Tow Away signage for the Amenity Center for K-Bar Ranch Community Development District.

Ms. Montagna will obtain a proposal to totally enclose the fountain equipment.

- Message Board – Jayman will be installing on Tuesday
- Pool Service – Very good job.
- Pavilion Repairs – Jayman has finished.
- Tennis Court – Net to be installed next week.
- Poop 911 – K-Bar Parkway is done.
- Basketball Hoops – New ones to be ordered.
- Swings – Yellow Chair swings to be ordered.

The Board tabled Brad Bowers request for hedges until their March meeting.

**B. District Counsel**

No report.

**C. District Engineer**

Not present.

**D. District Manager**

Ms. Montagna stated that the next Board of Supervisors' meeting will be held on Wednesday, March 4, 2020 at 6:00 p.m. at the New Tampa Regional Library.

The Board would like to start their budget discussions at their April 1<sup>st</sup> meeting.

**SIXTH ORDER OF BUSINESS**

**Presentation of Field Inspection Report and Landscaper's Response**

Mr. Mattos presented and reviewed the Field Inspection Report and landscaper responses for December. The Board requested a proposal to move Blueberry and Red Maple trees. A discussion ensued regarding the trees at Heron Preserve. It was suggested that the Board members go look at the round-a-bouts prior to the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Power Washing**

Ms. Montagna presented and reviewed the proposal from Under Pressure for power washing. The Board decided to table this proposal and requested more proposals prior to making a decision.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Pool Maintenance Agreement**

Ms. Montagna presented the Pool Maintenance and Service Agreement with Proteus Pool Services.

<p>On a Motion by Mr. Margelowsky, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors ratified the approval of the Pool Maintenance Agreement with Proteus Pool Services for K-Bar Ranch Community Development District.</p>
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**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Montagna asked if there were any Supervisor requests. Mr. Selland discussed the following items; HOA Presidents meeting, budget meeting, and stated that Laurel Vista does not want the District to maintain the pond mowing.

**TENTH 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 Mr. Bowersox, seconded by Mr. Morales, with all in favor, the Board of Supervisors adjourned the meeting at 7:47 p.m. for K-Bar Ranch Community Development District.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman

DRAFT



## **Tab 2**

# K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · CITRUS PARK, FL 33625

## Operation 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: **\$27,952.69**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_ Chairperson

\_\_\_ Vice Chairperson

\_\_\_ Assistant Secretary

## K-Bar Ranch 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>
Blue Water Aquatics, Inc.	001801	26103	Aquatic Service 11/19	\$ 2,055.00
Blue Water Aquatics, Inc.	001795	26220	Aquatic Service 12/19	\$ 2,055.00
Bright House Networks	001788	046395901122219	19181 Bassett Creek Dr 12/19	\$ 139.34
City of Tampa Utilities	001806	2133060 12/19	10511 Wild Tamarind Dr 12/19	\$ 116.90
City of Tampa Utilities	001806	2163299 12/19	19349 Water Maple Dr 12/19	\$ 5.50
Hoops, Inc.	001799	79535	Basketball Hoop & Backboard 01/20	\$ 3,948.00
Illuminations Holiday Lighting, LLC	001789	11021219	Holiday Lighting & Decorations - Balance Due 12/19	\$ 3,918.75
JBW Designs, LLC	001785	2996774	8 Stations Filled/Emptied 10/19	\$ 190.40
JBW Designs, LLC	001785	3052023	8 Stations Filled/Emptied 11/19	\$ 190.40
Masucci, Scott C	001803	PR0003	Monthly Pool Service 12/19	\$ 583.57
Nvirotect Pest Control Service, Inc	001796	195260	Pest Control Account #9822 01/20	\$ 65.00
Phil Lentsch	001802	00030389	Four Books Copied 12/19	\$ 109.50
Republic Services LP	001791	0696-000846300	Disposal Service 01/20	\$ 138.22
Rizzetta & Company, Inc.	001792	INV0000045846	District Management Services 01/20	\$ 4,193.34

## K-Bar Ranch 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>
Rizzetta & Company, Inc.	001804	INV0000046400	Annual Dissemination Services FY19/20	\$ 2,600.00
Rizzetta Amenity Services, Inc.	001786	INV00000000006964	Amenity Management Services 12/19	\$ 977.32
Rizzetta Amenity Services, Inc.	001793	INV00000000006995	Bi-Weekly Payroll 12/19	\$ 306.59
Rizzetta Amenity Services, Inc.	001797	INV00000000007026	Bi-Weekly Payroll 01/20	\$ 978.66
Rizzetta Technology Services, LLC	001805	INV0000005386	Email & Website Hosting Services 01/20	\$ 175.00
Straley Robin Vericker	001794	17873	Legal Services 12/19	\$ 1,325.00
Tampa Electric Company	001798	211004822469 12/19	Stonecreek TNHMS LD 929 12/19	\$ 629.54
Tampa Electric Company	001798	211004822964 12/19	Bassett Creek Drive 12/19	\$ 2,641.44
United Building Maintenance, Inc.	001787	316	Pool Cabana/Restroom Maintenance 01/20	\$ 600.00
United Building Maintenance, Inc.	001787	317	Janitorial Supplies 01/20	\$ <u>10.22</u>
<b>Report Total</b>				<b>\$ <u>27,952.69</u></b>