



Rizzetta & Company

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

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**Board of Supervisors' Meeting  
May 6, 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**

April 28, 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, May 6, 2020 at 6:00 p.m.** to be conducted by means of communications media technology telephone pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. 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 March 4, 2020.....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for February 2020.....Tab 2
- 4. STAFF REPORTS**
  - A. District Chairman
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
    1. Presentation of Action Item List (under separate cover)
- 5. BUSINESS ITEMS**
  - A. Presentation of Field Inspection Report and Landscaper's Response.....Tab 3
  - B. Consideration of LLS Tax Solutions Engagement Letter.....Tab 4
  - C. Consideration of Proposals for the Round-A-Bout Enhancements.....Tab 5
  - D. Consideration of Proposal for Installation of Catch Drain.....Tab 6
  - E. Ratification of Access Agreement.....Tab 7
- 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, March 4, 2020 at 6:02 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>

Also present were:

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>
Tonja Stewart	<b>District Engineer, Stantec Consulting</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. Mr. Bowers stated that he would like to get shrubs installed in the open section at his house. A discussion ensued.

On a Motion by Mr. Bowersox, seconded by Ms. Shuster, with all in favor, the Board of Supervisors approved having Yellowstone Landscape installing Viburnum in the open space at Mr. Bowers house for K-Bar Ranch Community Development District.

It was stated to make sure that the irrigation is operational.

A resident commented on the pond aesthetics and a discussion ensued.

43 **THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held  
on January 5, 2020**

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Ms. Montagna presented the January 5, 2020 meeting minutes. There were no changes.

On a Motion by Mr. Bowersox, seconded by Ms. Shuster, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 5, 2020 as presented for K-Bar Ranch Community Development District.

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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for  
January 2020**

Ms. Montagna presented the Operation and Maintenance Expenditures for January 2020.

On a Motion by Mr. Bowersox, seconded by Mr. Morales, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for January 2020 (\$27,952.69) as presented for K-Bar Ranch Community Development District.

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**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Chairman**

Mr. Morales discussed and gave updates regarding the following items:

- Notice to residents regarding birthday party. Ms. Montagna will obtain the camera footage of the party on Saturday, February 22<sup>nd</sup>, 3 – 7 pm.
- Swings – Friday.
- Parking on street.
- Pavilion – water pooling.
- Fountain – Lock and secure wire.
- Basketball backboards

On a Motion by Mr. Morales, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved ordering two basketball backboards for K-Bar Ranch Community Development District.

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- Tennis Court net – Jeremy.
- Dumpster – latch broken.
- Message board – Green.
- Red Cedar Trees/Blueberry Trees – tabled

78 **B. District Counsel**

79 No report.

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81 **C. District Engineer**

82 Ms. Stewart gave the Board an update on the drainage inspection.

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84 **D. District Manager**

85 Ms. Montagna stated that the next Board of Supervisors' meeting will be  
86 held on Wednesday, April 1, 2020 at 6:00 p.m. at the New Tampa Regional  
87 Library. She stated that the Board would be discussing their proposed  
88 budget at their April meeting.

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90 Ms. Montagna reviewed the process for ordering items.

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On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved giving Frank Morales a debit card with a \$1,000.00 limit to purchase items for the District for K-Bar Ranch Community Development District.

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93 **SIXTH ORDER OF BUSINESS**

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

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96 Ms. Montagna presented the Field Inspection Report and landscaper responses  
97 for January.

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99 **SEVENTH ORDER OF BUSINESS**

**Consideration of Yellowstone Landscape's Proposals**

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102 Ms. Montagna presented and reviewed three landscape proposals. The Board  
103 approved the following proposals:

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On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal #47680 for Hibiscus Replacement and Gold Mound Fill on Wild Tamarind (\$1,960.00) for K-Bar Ranch Community Development District.

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On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal #45865 for Top Choice Application (\$4,137.50) for K-Bar Ranch Community Development District.

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108 The Board decided to table the proposal for the Oak Tree Injections.

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110 **EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals for Street Tree Pruning**

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112 Ms. Montagna stated that she only had one proposal from Mid Florida Tree Service  
113 and that Yellowstone Landscape was also preparing a proposal for the Street Tree  
114 Pruning for the Board's consideration. The Board decided to table this proposal until they  
115 discuss the budget.

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117 **NINTH ORDER OF BUSINESS**

**Consideration of Proposals for Round-  
a-Bout Enhancements**

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120 Mr. Morales presented and reviewed the proposals for the round-a-bout  
121 enhancements from Alien Landscaping and Yellowstone Landscape. The Board decided  
122 to table this until their next meeting.

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124 **TENTH ORDER OF BUSINESS**

**Consideration of Proposal to Move  
Blueberry Trees and Replace with Red  
Maple Trees**

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128 Ms. Montagna presented and reviewed the proposal to move the Blueberry Trees  
129 and replace with Red Maple Trees. The Board decided to table this item until their next  
130 meeting.

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132 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Brad Bowers'  
Request for Hedges**

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135 This item was discussed and approved under audience comments.

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137 **TWELFTH ORDER OF BUSINESS**

**Discussion Regarding Joint Event  
with K-Bar Ranch II CDD**

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140 Ms. Montagna stated that she had received a request from K-Bar Ranch II CDD to  
141 hold a joint event with the District. A discussion ensued. The Board decided that they  
142 weren't interested in holding a joint event.

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144 **THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

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146 Ms. Montagna asked if there were any Supervisor requests. A discussion ensued  
147 regarding pressure washing the sidewalk.

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On a Motion by Mr. Morales, seconded by Ms. Shuster, with all in favor, the Board of Supervisors approved pressure washing the sidewalk (\$795.00) for K-Bar Ranch Community Development District.
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150 Mr. Morales stated that Door King is down. Ms. Shuster wants John to work nine  
151 days during Spring Break, March 14<sup>th</sup> through March 22<sup>nd</sup>.

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153 Mr. Bowersox commented on the well and pond sharing and insurance.



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On a Motion by Ms. Shuster, seconded by Mr. Bowersox, with all in favor, the Board of Supervisors approved the renderings for Basset and Stone Creek Monument enhancements for K-Bar Ranch Community Development District.

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**FOURTEENTH ORDER OF BUSINESS                      Adjournment**

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

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On a Motion by Mr. Bowersox, seconded by Ms. Shuster, with all in favor, the Board of Supervisors adjourned the meeting at 8:35 p.m. for K-Bar Ranch Community Development District.

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

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

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## **Tab 2**

# K-BAR RANCH COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures February 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$54,219.73**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_Chairperson

\_\_\_\_Vice Chairperson

\_\_\_\_Assistant Secretary

## K-Bar Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Blue Water Aquatics, Inc.	001807	26336	Aquatic Service 01/20	\$ 2,055.00
Bright House Networks	001817	046393801011520	10511 Wild Tamarind Dr 01/20	\$ 158.94
Bright House Networks	001808	046395901012220	19181 Bassett Creek Dr 01/20	\$ 139.34
City of Tampa Utilities	001829	2133060 01/20	10511 Wild Tamarind Dr 01/20	\$ 48.50
City of Tampa Utilities	001829	2163299 02/20	19349 Water Maple Dr 01/20	\$ 5.50
Craig Margelowsky	001820	CM020520	Board of Supervisors Meeting 02/05/20	\$ 200.00
Frank E. Morales	001821	FM020520	Board of Supervisors Meeting 02/05/20	\$ 200.00
Innersync Studio, LTD.	001818	17861	Annual ADA Website Service 10/01/19-09/30/19	\$ 1,537.50
John C. Bowersox	001819	JB020520	Board of Supervisors Meeting 02/05/20	\$ 200.00
Nvirotect Pest Control Service, Inc	001830	197787	Pest Control Account #9822 02/20	\$ 65.00
Phil Lentsch	001831	00030624	Four Books Copied 01/20	\$ 239.51
Republic Services LP	001810	0696-000852046	Disposal Service 02/20	\$ 133.31
Richard Dirk Selland	001825	RS020520	Board of Supervisors Meeting 02/05/20	\$ 200.00
Rizzetta & Company, Inc.	001822	INV0000046515	District Management Services 02/20	\$ 4,193.34

## K-Bar Ranch Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	001811	INV00000000007081	Bi-Weekly Payroll 01/20	\$ 328.44
Rizzetta Amenity Services, Inc.	001823	INV00000000007112	Bi-Weekly Payroll 02/20	\$ 1,078.44
Rizzetta Amenity Services, Inc.	001832	INV00000000007168	Bi-Weekly Payroll 02/20	\$ 288.55
Rizzetta Technology Services, LLC	001824	INV0000005488	Email & Website Hosting Services 02/20	\$ 175.00
Rust Off, LLC	001812	24349	Rust Prevention 01/20	\$ 595.00
Rust Off, LLC	001833	24751	Rust Prevention 02/20	\$ 595.00
Stantec Consulting Services Inc	001813	1608126	Engineering Services 12/19	\$ 628.24
Stantec Consulting Services Inc	001834	1618871	General Consulting 01/20	\$ 2,230.00
Straley Robin Vericker	001827	17983	Legal Services 01/20	\$ 660.00
Tampa Electric Company	001828	211004822469 01/20	Stone creek TNHMS LD 929 01/20	\$ 591.75
Tampa Electric Company	001828	211004822964 01/20	Bassett Creek Drive 01/20	\$ 2,481.45
Tampa Electric Company	001814	Electric Summary 01/20	Electric Summary 01/20	\$ 11,659.62
United Building Maintenance, Inc.	001815	318	Pool Cabana/Restroom Maintenance 02/20	\$ 600.00
United Building Maintenance, Inc.	001815	319	Janitorial Supplies 02/20	\$ 23.14

# K-Bar Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Victoria Shuster	001826	VS020520	Board of Supervisors Meeting 02/05/20	\$ 200.00
Yellowstone Landscape	001816	TM 78017	Winter Annuals Mix Rotation 01/20	\$ 864.00
Yellowstone Landscape	001816	TM 81987	Monthly Landscape Maintenance 01/20	\$ 10,922.58
Yellowstone Landscape	001835	TM 83494	Monthly Landscape Maintenance 02/20	<u>\$ 10,922.58</u>
<b>Report Total</b>				<b><u>\$ 54,219.73</u></b>