

1 **MINUTES OF MEETING**

2 **K-BAR RANCH**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the K-Bar Ranch Community Development
5 District was held on Wednesday, December 3, 2025 at 6:00 p.m., at K-Bar Ranch II Amenity Center, located
6 at 10820 Mistflower Lane, Tampa, Florida 33647.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Dilley called the meeting to order at 6:01 p.m. and conducted roll call.

9 Present and constituting a quorum were:

10 Vicki Shuster	Board Supervisor, Chairperson
11 Randy Bach	Board Supervisor, Vice Chairperson
12 John Bowersox	Board Supervisor, Assistant Secretary

13 Also present were:

14 Heather Dilley	District Manager, Kai
15 Jerry Edwards	Field Manager, Kai
16 Cari Webster	District Counsel, Straley Robin Vericker
17 Tonja Stewart (via Teams)	District Engineer, Stantec
18 Doug Fitzhenry	Aquatics Vendor, Blue Water Aquatics

19 *The following is a summary of the discussions and actions taken at the December 3, 2025 K-Bar Ranch*
20 *CDD Board of Supervisors Regular Meeting.*

21 **SECOND ORDER OF BUSINESS – Audience Comments– (limited to 3 minutes per individual for**
22 **agenda items)**

23 There being none, the next item followed.

24 **THIRD ORDER OF BUSINESS – Business Items**

25 A. Exhibit 1: Consideration for Adoption – **Resolution 2026-01**, District Objectives and Goals

26 ➤ Exhibit 2: Performance Measures/Standards & Annual Reporting Form

27 On a MOTION by Mr. Bowersox, SECONDED by Ms. Shuster, WITH ALL IN FAVOR, the Board
28 adopted **Resolution 2026-01, District Objectives and Goals**, for the K-Bar Ranch Community
29 Development District.

30 Mr. Bach brought up a concern regarding the way document folders on the district's website display
31 modification dates. He noted that although files within the "board documents" folder had been
32 recently updated, the main folder still showed an outdated modification date.

33 B. Exhibit 3: Discussion of Removal of Oak Trees in City Right-of-Way

34 The District Counsel clarified that, contrary to some earlier uncertainty, the City of Tampa does
35 require a permit for the removal of any oak tree in this area. She explained that, in addition to
36 obtaining a permit, there are established replacement requirements that must be met if a tree is
37 taken down. She also noted that the city also considers the health and condition of the tree, such as
38 whether it is diseased or creating hazards like irrigation damage, in making determinations about
39 removal approval.

40 C. Exhibit 4: Discussion of Former Supervisor Radigan's Commemoration Plaque

41 A board discussion ensued regarding former Supervisor Radigan's commemoration plaque.

Ms. Shuster made a motion to authorize Mr. Bach to secure proposals and select plaque location/design.

On a MOTION by Ms. Shuster, SECONDED by Mr. Bowersox, WITH ALL IN FAVOR, the Board approved **authorizing Mr. Bach to secure proposals and select plaque location/design**, for the K-Bar Ranch Community Development District.

D. Discussion on Pond Numbering

The District Engineer explained the historical evolution of the pond mapping process, noting that a variety of maps and numbering systems had been adopted over the years, depending on whether they originated from construction plans, regulatory requirements by SWFWMD operating permits, or contractors' working documents. Several board members expressed concern that having multiple numbering systems can cause confusion, both for vendors and residents, when referencing specific ponds. The District Engineer emphasized that while the regulatory SWFWMD permit numbers are important for compliance and engineering matters the Aquatics vendor pond numbering map should be used for reference numbers in day-to-day operations and communication.

The District Engineer confirmed that Pond K Bar 184 belongs to K Bar 184 LLC and is within CDD boundary, however, the CDD does not maintain the pond.

- Exhibit 5: Blue Water Aquatics Map
- Exhibit 6: District Engineer Maintenance Map

FOURTH ORDER OF BUSINESS – Staff Reports

A. Blue Water Aquatics

Mr. Fitzhenry discussed the community's pond and water management with the board.

- Exhibit 7: Aquatics Report
- Exhibit 8: Pond Treatment Reports
- Exhibit 9: Midge Fly Treatment Report
- Exhibit 10: Fountain Repair Service Reports
- Exhibit 11: Consideration of Fountain Controls Replacement - \$756.82

On a MOTION by Ms. Shuster, SECONDED by Mr. Bowersox, WITH ALL IN FAVOR, the Board approved the **Blue Water Aquatics – Fountain Controls Replacement Proposal in the amount of \$756.82**, for the K-Bar Ranch Community Development District.

B. RedTree Landscape Systems

Ms. Shuster reported conducting a thorough walkthrough of the entire property with RedTree, showing them all areas requiring attention and ensuring they fully understood their responsibilities.

- Exhibit 12: Consideration of Annual Installation Proposal - \$2.95 per annual

On a MOTION by Ms. Shuster, SECONDED by Mr. Bowersox, WITH ALL IN FAVOR, the Board approved the **RedTree – Annual Installation Proposal in the amount not to exceed 1000 units for \$2.95 per annual**, for the K-Bar Ranch Community Development District.

C. Kai Field Staff

Mr. Edwards presented the field report to the board.

➤ Exhibit 13: Field Report

➤ Exhibit 14: NaturZone – Service Inspection Report

D. District Engineer

The District Engineer provided the board with an update on the amenity center project, focusing on recent efforts to resolve permitting and city project management issues.

E. District Counsel

A board discussion ensued regarding Yellowstone. The board sought guidance from the district counsel, about their options for withholding payment on the November invoice.

Mr. Bach made a motion to direct District Counsel to draft a formal dispute letter to Yellowstone Landscaping for deficiencies, and to secure proposals from Red Tree for cost offsets against Yellowstone's November invoice.

On a MOTION by Mr. Bach, SECONDED by Ms. Shuster, WITH ALL IN FAVOR, the Board approved directing District Counsel to draft a formal dispute letter to Yellowstone Landscaping for deficiencies, and to secure proposals from Red Tree for cost offsets against Yellowstone's November invoice, for the K-Bar Ranch Community Development District.

Mr. Bowersox stepped out of the meeting at 7:48 p.m. and returned to the meeting at 7:49 p.m.

F. District Manager

There being none, the next item followed.

G. District Chairperson

There being none, the next item followed.

FIFTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 15: Consideration for Acceptance – The Unaudited October 2025 Financials

➤ Exhibit 16: Variance Report for October 2025

➤ Exhibit 17: Operations and Maintenance Report for October 2025

B. Exhibit 18: Consideration for Approval – The Meeting Minutes of the Board of Supervisors Special Meeting Held October 29, 2025

C. Exhibit 19: Consideration for Approval – The Meeting Minutes of the Board of Supervisors Regular Meeting Held November 5, 2025

D. Exhibit 20: Consideration for Approval – The Meeting Minutes of the Board of Supervisors Workshop Held November 12, 2025

E. Ratification of District Insurance Policies

➤ Exhibit 21: K Bar Ranch CDD Insurance Policy (October 1, 2025 to October 1, 2026)

➤ Exhibit 22: K Bar Ranch CDD Insurance Policy Invoice - \$14,131.00

➤ Exhibit 23: K Bar Ranch CDD Workers Compensation Insurance Policy (October 1, 2025 to October 1, 2026)

➤ Exhibit 24: K Bar Ranch CDD Workers Compensation Insurance Policy Invoice - \$850.00

On a MOTION by Ms. Shuster, SECONDED by Mr. Bowersox, WITH ALL IN FAVOR, the Board approved Items A to E of the Consent Agenda with correction on the Special Meeting Minutes at line 70 for the second motion, for the K-Bar Ranch Community Development District.

SIXTH ORDER OF BUSINESS – Supervisors Requests

A Supervisor discussed the need to contact the security company for proposals to enhance the amenity center's security. The Chair also provided an update on the ongoing process for permits regarding the amenity center.

SEVENTH ORDER OF BUSINESS – Audience Comments - New Business– (limited to 3 minutes per individual for agenda items)

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS – Adjournment

Ms. Dilley asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. Bowersox made a motion to adjourn the meeting.

On a MOTION by Mr. Bowersox, SECONDED by Mr. Bach, WITH ALL IN FAVOR, the Board adjourned the meeting at 8:04 p.m. for the K-Bar Ranch Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 1.7.26.

Signature

Printed Name

Signature

Printed Name

Title: ☐ Secretary ☒ Assistant Secretary

Title: ☒ Chairperson ☐ Vice Chairperson