

**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	<b>Board Supervisor, Chairman</b>
Vicki Shuster	<b>Board Supervisor, Vice Chairman</b>
Frank Morales	<b>Board Supervisor, Assistant Secretary</b>
Rebecca Towner	<b>Board Supervisor, Assistant Secretary</b>
Craig Margelowsky	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

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