

MINUTES OF MEETING

**BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT**

A meeting of the Board of Supervisors of Ballantrae Community Development District was held on **Monday, September 13, 2004 at 1:10 p.m.** at Trinity Model Center, 2731 Glennis Court, New Port Richey 34655.

Present and constituting a quorum:

Fred Sikorski	Board Supervisor, Chairman
Theresa Collins	Board Supervisor, Vice Chairman
Bill Daskarolis	Board Supervisor, Assistant Secretary
Jim Bagley	Board Supervisor, Assistant Secretary

Also present were:

Matthew Campbell	District Manager, Rizzetta & Company, Inc.
Serge Gootan	Representative, M/I Homes
Greg Tuman	Rizzetta & Company, Inc.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Campbell called the meeting to order.

SECOND ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting on
August 9, 2004**

Mr. Campbell stated that the next item on the agenda was the consideration of the Minutes of the Board of Supervisors' Meeting on August 9, 2004 (distributed via email). He asked if there were any corrections, deletions, or additions. There were a few corrections noted to the dates presented in the First and Second orders of business. Mr. Campbell stated that they will be corrected.

On MOTION by Mr. Daskarolis, seconded by Mr. Sikorski, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting on August 9, 2004 (as corrected) for Ballantrae Community Development District.

THIRD ORDER OF BUSINESS

**Consideration of Authorization to
Disburse District Funds 2004-12**

Mr. Campbell stated that the next item on the agenda was the consideration of Authorization to Disburse District Funds 2004-12 (located behind tab 1). He stated that the invoices contained were normal District contractual obligations.

On MOTION by Mr. Sikorski, seconded by Ms. Collins, with all in favor, the Board approved the Authorization to Disburse District Funds 2004-12 for Ballantrae Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2004-33,
Disbursement for Expenses**

Mr. Campbell stated that the next item on the agenda is the consideration of Resolution 2004-33, authorization to disburse funds for District expense (behind tab 2). He noted that the resolution defines parameters by which funds may be disbursed in the interim of regular Board meetings. The intent of this resolution is to allow contractual commitments and emergency maintenance-related items to be handled according to the District's needs. He asked if there were any questions. There were none.

On MOTION by Ms. Collins, seconded by Mr. Bagley, with all in favor, the Board approved Resolution 2004-33, Disbursement for Expenses for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Construction Bids

Mr. Campbell stated that the next item on the agenda was the consideration of submittals received from the recent landscape and irrigation, and precast wall bids (under separate cover). He asked Mr. Gootan to review the results of the bids. Mr. Gootan stated that no bids were received for the precast wall construction.

Mr. Gootan stated that there were five submittals were received for Landscape and Irrigation. He noted that the top three (3) bids were from Valley Crest, Vila & Sons, and Cornerstone Tree Farm. He noted that a letter of recommendation was distributed from WilsonMiller, as well as a recommendation from the District Manager (at the time of the bid, Brian Lamb).

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Mr. Gootan noted that Valley Crest did not have three sites currently under contract, which was a requirement of the bid; neither did Vial & Sons. Based on this, it is recommended that these bids be rejected. Cornerstone Tree Farm, however, did have three (3) sites, which were found to be consistent with the quality and recommendation for the District's bid. Also, in verifying with Pasco County, neither Valley Crest, nor Vila & Sons are licensed within Pasco County currently; however, this is not to say that they were not previously. Cornerstone Tree Farm does maintain a current license with Pasco County. Based on these considerations, Mr. Gootan, as the contract manager for the District, recommends that the award be made to Cornerstone Tree Farm as having the most complete bid, proper license with Pasco County, and also the lowest qualified bidder.

Mr. Sikorski stated that the Project Engineer (WilsonMiller) was directed to complete an evaluation of all bids received. He noted that some of the discrepancies may be able to be worked out with Valley Crest and Vila & Sons; however, in reviewing applicable work experience, Cornerstone Tree Farm has worked with a large amount of CDDs in direct proximity to the District. Based on these factors, even with the difference in pricing (minimal), it appears that Cornerstone Tree Farm is the most qualified bidder. A brief discussion ensued regarding the bids.

Mr. Sikorski asked for clarification on the ability of the Board to authorize the contract manager to approve changes to the contract, with a not-to-exceed a particular amount over the total bid price. Mr. Campbell stated that once a contract is awarded, further negotiations may be completed.

On MOTION by Mr. Daskarolis, seconded by Ms. Collins, with all in favor, the Board awarded the landscape and irrigation bid to Cornerstone Tree Farm, subject to confirmation of whether the drilling of irrigation wells is included for Ballantrae Community Development District.

Mr. Gootan stated that it is his expectation to proceed with the first element of planting at the entry. However, before that segment goes into its repeating fashion down the boulevard and throughout the property, the Board will review the work and approve, since it will become the basis of the remainder of the community. The Board agreed with this statement.

SIXTH ORDER OF BUSINESS

**Consideration of Decorative Fountain
Proposal**

Mr. Campbell stated that the next item on the agenda was the consideration of a proposal for the construction of a decorative fountain from Wesco Fountains, Inc., totaling \$29,070 (distributed under separate cover). Mr. Gootan stated that this proposal is well below the bidding threshold.

Due to the time constraints with the proposal, approval by the Board today will lock in the rate above. If not approved prior to September 20, 2004, the cost will be \$30,642. This fountain was presented and approved by the Board previously. Mr. Gootan recommends that this proposal be approved. It was noted that if the District purchases this item directly, it may take advantage of the sales tax exemption award to the entity.

On MOTION by Mr. Sikorski, seconded by Ms. Collins, with all in favor, the Board approved the decorative fountain proposal from Wesco Fountains, Inc. totaling \$29,070 for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2004-34,
Adopting Fiscal Year 2004/2005 Meeting
Schedule**

Mr. Campbell stated that the next item on the agenda is the consideration of Resolution 2004-34, adopting the Fiscal Year 2004/2005 meeting schedule (behind tab 3). Currently the District meets on the first Monday of each month at 11:00 a.m. at the Trinity Model Center, located at 2731 Glennis Court, New Port Richey, Florida 34655. It was recommended that this schedule be maintained, with the exception of the months of July and September which will be held on the second Monday of the month due to holidays occurring on the regularly scheduled date. He asked if there were any questions. It is anticipated that the meeting location will be held at Ballantrae CDD by November 1, 2004 in the sales office/model center. He recommends that Exhibit A be modified to reflect this location change. Mr. Sikorski stated that Pasco County requested that the District hold a specified number of evening meetings. Mr. Campbell stated that he will review the ordinance to ascertain the requirements.

On MOTION by Mr. Sikorski, seconded by Ms. Collins, with all in favor, the Board approved Resolution 2004-34, adopting the Fiscal Year 2004/2005 meeting schedule (as amended) for Ballantrae Community Development District.

The Board discussed the necessity to hold a meeting in October. It was noted that unless significant items of business arise prior to meeting date, the October meeting will be cancelled.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Not present.

- B. District Engineer
Not present.

- C. District Manager
No report.

NINTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Mr. Campbell stated that the next item on the agenda was Supervisors requests and audience comments. There were no audience members present other than those previously identified at the outset of the meeting. Mr. Campbell asked if there were any Supervisor requests. Mr. Sikorski stated that the wall systems for the village entryways were sent out for bid. He asked Mr. Gootan to review this information. Mr. Gootan stated that a precast, concrete wall system bid was requested (specifications were issued jointly with the landscape bid); however, no contractors responded to the bid request itself. A contractor was recommended and his product examined. At this time, it is recommended that Solar Manufacturing, Inc. be contracted to construct the precast wall system. The proposal sets a unit cost of \$48 per linear foot, and additional cost for items such as painting and other cosmetic attachments as requested. It was also recommended that, since advanced payment is not being requested, that the requirement for a performance bond be omitted. Mr. Campbell asked if there were any questions. There were none.

On MOTION by Mr. Sikorski, seconded by Mr. Daskarolis, with all in favor, the Board approved the precast wall system proposal from Solar Manufacturing, Inc. (excluding the necessity of a performance bond) for Ballantrae Community Development District.

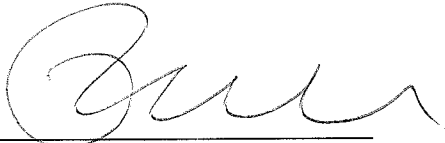
There were no further comments or requests from the Supervisors.

TENTH ORDER OF BUSINESS

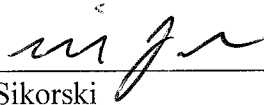
Adjournment

Mr. Campbell stated that, with no other business scheduled to come before the Board. Mr. Campbell asked for a motion to adjourn. The meeting was adjourned at 2:00 p.m.

On MOTION by Mr. Sikorski, seconded by Ms. Collins, with all in favor, the Board adjourned the Board of Supervisors meeting for Ballantrae Community Development District.



Pete Williams
Assistant Secretary



Fred Sikorski
Chairman