

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.

**BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Ballantrae Community Development District was held on **Wednesday, October 9, 2013 at 6:30 p.m.** at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638.

Present and constituting a quorum:

James Flateau	Board Supervisor, Chairman
Rich Levy	Board Supervisor, Vice Chairman
Steve White	Board Supervisor, Assistant Secretary
Alexis Albright	Board Supervisor, Assistant Secretary
Steve Bobick	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Cordell Matthews	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
Tonja Stewart	District Engineer, Stantec Consulting, Inc. <i>(joined the meeting in progress)</i>
Bill Fletcher	Field Manager
Mike Garrett	Pasco County Public Works Director

FIRST ORDER OF BUSINESS

Call to Order

Mr. Flateau called the meeting to order and Mr. Brizendine read the roll call confirming a quorum for the meeting. Mr. Flateau noted that there were no members of the general audience in attendance to comment on agenda items.

SECOND ORDER OF BUSINESS

**Discussion of Pasco County Road Paving
Program**

Mr. Flateau stated that a few months ago the Board had a discussion regarding the potential costs and public policy on who would pay for road repairs in the community. Based on this discussion he invited Mr. Garrett from the Pasco County Public Works Department to attend tonight's meeting to address the Board's questions and outline the County's road paving program.

Mr. Garrett stated that the County designates the roads as residential, collector, county roads, or interstate roads and the Road and Bridge Division of the Public Works Department covers 100% of the maintenance for roads designated as collector or county roads. He stated that the County has a file listing all of the roads within the county and their designations, noting that any necessary road repairs to Ballantrae and Mentmore Boulevards would be at the county's expense. Mr. Garrett stated that the road and bridge budget covers 100% of road maintenance costs that includes signs, mowing, tree trimming, striping, pothole repairs, landscaping and removal of dead animals, as well as pavement replacement on collector roads and major roadways. Pavement replacement along residential roads is funded through the pavement assessment program, which bills property owners for the cost of the project. He explained that currently the program calls for billing the property owners and then placing a lien on the property of anyone not paying the bill, but the Board of Commissioners is considering putting them on the tax bill as a non-advalorem assessment so they become part of the tax bill. Mr. Garret confirmed that District property along the residential roads would not be assessed.

Mr. Garrett responded to questions from the Board regarding replacing the railing along the roadway on Duke Firth that was damaged in a car accident a couple of months ago, signage issues, and the life expectancy of roads. Mr. Garrett stated that the life expectancy varies based on a number of factors and the Road and Bridge Division determines when a road needs to be paved based on the condition and the traffic count. He noted that they are beginning to utilize pavement management as, an alternative to paving and will be starting to seal cracks. He stated that it currently takes the county between 40 to 50 days to repair potholes.

(Ms. Stewart joined the meeting.)

THIRD ORDER OF BUSINESS

District Counsel and District Engineer

A. District Counsel

Mr. Vericker stated that he was in attendance mainly for the road presentation and asked if there were any questions on the trespass resolution updated by his office. There were none.

(Mr. Vericker left the meeting.)

Mr. Flateau explained that the trespass resolution has to be approved on an annual basis as requested by the Pasco County Sheriff's office. He stated that he asked that the resolution be updated to include authorization for the Florida Highway Patrol to trespass individuals as well.

<p>On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved Resolution 2014-01 updating the coverage date to the current year for Ballantrae Community Development District.</p>

B. District Engineer

Ms. Stewart stated that she has not completed the design of the parking lot extension yet and is shooting for next months meeting. A brief discussion ensued regarding the ability to build the auxiliary lot over the storm drain. Ms. Stewart stated that she would look into it.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on
September 9, 2013**

Mr. Flateau provided his comments on the minutes and asked if the rest of the Board was comfortable with the changes as outlined. The Board indicated that it was and Mr. Brizendine stated that he would have the revisions made.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on September 9, 2013 as amended for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for August**

Mr. Brizendine responded to questions regarding invoices from DCSI, Cardno Entrix and Austin Outdoor. Mr. Flateau asked that management not process any invoices from Austin Outdoor that do not include either a description of the work completed or a copy of an approved proposal.

Mr. White noted that the sprinklers were on at the parking lot at 8:45 pm after it had rained all day and asked that the rain sensors be checked.

On a Motion by Mr. Levy, seconded by Mr. White, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of August 1-31, 2013 totaling \$57,553.71 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Old Business

**Discussion Regarding Splash Pad and
Shade Structure**

Mr. Brizendine presented the proposal for the splash pad that was prepared by Florida Play Structures after meeting with the Board and working with Ms. Albright. He stated that the proposal came in at \$129,321. Mr. Brizendine reminded the Board that the budget for this project was \$140,000. A brief discussion ensued regarding the timing of the project, the fencing, including funds for any landscaping repairs that might be needed, and the budgeted amount. Mr. Brizendine stated that the project should take between 60 to 75 days after he gets the permit back from the County and funding would be out of the Park Development Fund.

Mr. Flateau noted that there were no members of the general audience to provide comment on the topic.

On a Motion by Mr. White, seconded by Ms. Albright, with all in favor the Board of Supervisors approved the proposal for the splash pad totaling \$129,321 for Ballantrae Community Development District.

Mr. Brizendine presented the proposal that was prepared by Florida Play Structures after meeting with the Board and working with Ms. Albright. He stated that the proposal came in at \$38,002 to provide a shade structure for the large playground. It was stated that the proposal came in below the budgeted amount

Mr. Flateau noted that there were no members of the general audience in attendance.

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor the Board of Supervisors approved the proposal for the shade structure over the large playground totaling \$38,002 for Ballantrae Community Development District.

Consideration of New Business

**E-mail Exchange Regarding
Pond #6**

Mr. Flateau led discussions regarding an exchange of emails that occurred between himself and a resident, who is not happy with plants being in pond #6. He explained, for the benefit of new Board Supervisors, that the Board established a pond maintenance policy and noted that pond #6 is being maintained as approved. Mr. Flateau stated that he did speak with Mr. Smith from American Ecosystems regarding the decomposing plants in the pond and learned that they should be gone within a month or two. Following a brief discussion, the Board authorized him to notify the resident that it will be continuing to follow its existing pond maintenance program.

Mr. Flateau noted that there were no members of the general audience in attendance.

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor the Board of Supervisors authorized Mr. Brizendine to send the discussed response and photos to the resident for Ballantrae Community Development District.

Policy on Camera Video Access

Mr. Flateau reviewed the draft policy that he created to address requests for copies of videos taken by District owned cameras. The Policy outlines the Board's reason for installing the cameras, the situations that the Board feels comfortable in releasing the video that attains the balance between obtaining information to assist in a legal matter and protecting the privacy rights of the residents, and the process to be followed in making the request, associated fees, and turn around times for requests.

Mr. White stated that it his understanding that once a request is made the video would need to be pulled or the District runs the risk of being fined for destruction of evidence should the disk recycle before management authorizes the release of information. Further discussion ensued.

Mr. Flateau noted that there were no members of the general audience to provide comment on the topic.

<p>On a Motion by Mr. Levy, seconded by Mr. White, with all in favor the Board of Supervisors approved the draft policy relative to video access and authorized District Counsel to review it for Ballantrae Community Development District.</p>
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SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

A brief discussion ensued regarding the timing of trash pick-ups, noting that they have started to come in later after receipt of the letter from the HOA and pictures of trucks entering prior to county ordinance guidelines.

B. District Manager

Mr. Brizendine briefly reviewed the financial status report for the first eleven months of the fiscal year and asked if there were any questions. There were none.

Mr. Brizendine introduced Cordell Matthews to the Board, explaining that due to his recent promotion Mr. Matthews would be transitioning into the District Managers' position over the next couple of months. He stated that he would still be attending meetings for awhile and working with Mr. Matthews to ensure a smooth transition. The Board thanked him for his efforts on behalf of the District while serving as District Manager.

EIGHTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no members of the general audience in attendance.

Mr. Bobick inquired as to the status of the request from the church to meet at the clubhouse. Mr. Brizendine stated that he contacted them regarding the Board's offer and they came back with a counter offer, which he told them he was not authorized to approve. He stated that he did not receive a response to the second email or to the one reminding them of tonight's meeting.

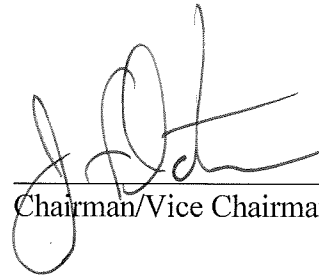
NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors adjourned the meeting at 8:10 p.m. for Ballantrae Community Development District.



Assistant Secretary



Chairman/Vice Chairman