
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 **Monday, November 4, 2013 at 6:32 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.
Tonja Stewart	District Engineer, Stantec Consulting, Inc.
Bill Fletcher	Field Manager
Michelle Rairigh	Representative, Austin Outdoor
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Flateau called the meeting to order and Mr. Matthews read the roll call confirming a quorum for the meeting. Mr. Flateau asked the members of the general audience in attendance if they had any comments on the agenda items. There were none.

SECOND ORDER OF BUSINESS

**Presentation of Requests for Clubhouse
Use**

Mr. Flateau stated that there were three audience members who have asked to address the Board regarding renting the clubhouse. He called on them in the order in which their requests were received.

Mr. Flateau called on Magaly Domhoff to address the Board.

Ms. Domhoff addressed the Board regarding a request to teach Zumba classes in the clubhouse. She entertained the Board member's questions. Discussion ensued regarding the availability of the clubhouse.

Mr. Flateau noted that there were no comments from the general audience on this topic.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the request for the use of the clubhouse to teach Zumba classes four nights and four mornings a month at a charge \$6.00 per person per class for non-residents with a \$1.00 discount for residents with 10% of the revenue to go to the District and to be reviewed for renewal every three months for Ballantrae Community Development District.

Mr. Flateau called on Annarica Romero to address the Board. Ms. Romero addressed the Board regarding a request to teach a fitness class in the clubhouse. She entertained the Board members questions.

Mr. Flateau noted that there were no comments from the general audience on this topic.

On a Motion by Mr. Bobick, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved the request for the use of the clubhouse to teach a boot camp fitness class two nights a week at a charge \$7.00 per person per class for non-residents with a \$1.00 discount for residents with 10% of the revenue to go to the District and to be reviewed for renewal every three months (pending review of the forms and insurance) for Ballantrae Community Development District.

Mr. Flateau called on Sandy Willaby to address the Board. Ms. Willaby addressed the Board regarding a request to rent the clubhouse for a one time Mary Kay event on a Saturday afternoon. She stated that she would be donating 10% of her earnings to a local charity. Ms. Willaby entertained the Board member's questions. Discussion ensued regarding the charge for the use of the clubhouse for a business use.

Mr. Flateau noted that there were no comments from the general audience on this topic.

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the request for the use of the clubhouse for a one time business use for a charge of \$50.00 plus deposit to go to the District for Ballantrae Community Development District.

THIRD ORDER OF BUSINESS

District Counsel and District Engineer

A. District Counsel

Not present.

Mr. Flateau stated that he has been speaking with District Counsel regarding the issue of surveillance video.

He stated that Mr. Robin's position has not changed and the District can't limit access to the video. Mr. Flateau stated that he has also spoken to the attorney general's office and there has never been a legal case decided by a judge in the state of Florida regarding this matter at this point. Discussion ensued regarding possible litigation and personal liability. Mr. Flateau stated that there is a case pending in Orlando that Mr. Robin thinks may be an example. He stated that Mr. Robin suggested that the Board wait a few weeks to give the case a chance to be heard and decided by a court before proceeding any further. Discussion ensued regarding the school bus case.

Michelle Rairigh from Austin Outdoor addressed the Board regarding the enhancement proposals for the right-of-way areas. She asked if anyone had any questions regarding the proposals for the plant installation at the right-of-ways. Mr. Flateau gave the Board members some background on the need for the plant installation. Mr. Matthews distributed the proposals to the Board members. Discussion ensued regarding the watering of the plants and waiting to install them during the rainy season. Ms. Rairigh entertained the Board member's questions regarding the Juniper installation. The Board decided to approve the proposals for the right-of-ways but to wait until the rainy season starts for the actual installation of the Juniper.

On a Motion by Mr. White, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved Austin Outdoor's five proposals for the Juniper installation at the right-of-ways after the rainy season starts in 2014 (not-to-exceed \$40,000) for Ballantrae Community Development District.

Discussion ensued regarding numbering the proposals moving forward. Ms. Rairigh stated that she would include numbers along with the description moving forward.

Ms. Rairigh presented the proposal for the semi-annual mulch installation. She entertained the Board member's questions. Discussion ensued regarding the mulching.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved Austin Outdoor's proposal for semi-annual pine back mulch installation – 95 cubic yards (\$3,515.00) for Ballantrae Community Development District.

Ms. Rairigh stated that she would try to get the mulching completed by the Thanksgiving holiday.

Discussion ensued regarding sod damage done by tractors. Ms. Rairigh stated that she would replace the sod.

Mr. Flateau stated that there is an issue with the pond mowing behind his house. Ms. Rairigh stated that she would follow-up on this.

Ms. Rairigh gave the Board an update on the status of the irrigation. She stated that she spoke with Mr. Brizendine regarding the irrigation proposal. Ms. Rairigh stated that moving forward she would be working on obtaining a map of the irrigation zones and heads. Discussion ensued regarding the replacement of the irrigation heads. Ms. Rairigh stated that she would set up a meeting between Mr. White and the irrigation representative. A brief discussion ensued regarding the irrigation on the west side of Ballantrae Blvd. and north of Cunningham.

B. District Engineer

Ms. Stewart gave the Board an update on the parking lot improvements. She reviewed the layout for the Board. Ms. Stewart stated that the paved auxiliary parking lot will cost approximately \$30,000. She stated that they are working on the grading and they also have to decide if they are going to have any curb or sidewalk for proper accessibility to the clubhouse. Ms. Stewart stated that the survey work was completed last week and the design has been initiated. She stated that the goal is to have the parking lot bid out by the beginning of the year and permits in hand so that the work can be completed prior to spring break. Ms. Stewart stated that there would be fourteen parallel parking spaces in the parking lot expansion and ten spaces in the auxiliary parking lot. She stated that the additional fourteen spaces in the parking lot expansion would cost approximately \$18,000 to \$20,000. Ms. Stewart said that they haven't evaluated the whole sidewalk at this point and that plant material and fencing is not included in the cost estimate. She entertained the Board member's questions. The Board stated that they would like to see the cost estimate for the parking lot improvements at their next meeting so they can get it finalized.

Ms. Stewart stated that a complaint was received about the dip on Ballantrae Blvd. in the south bound lane leaving Ballantrae in the west bound turn lane into Lintower. She stated that the dip in the road runs east and west. Ms. Stewart stated that she had reviewed the area. Mr. Flateau expressed his displeasure regarding the County stating that it would take four to six weeks to come out and assess the area. He stated that he thought it was irresponsible of the County. Mr. Flateau related his conversation with the County after which the County came out the next work day to assess the area. He stated that the County will keep monitoring the area for settlement. A brief discussion ensued regarding other little dips in the roads throughout the community.

Ms. Stewart stated that there was a complaint from a resident in Castleway regarding the vegetation in pond #14. Mr. Flateau stated that pond #14 is a deep pond that has no littoral shelf. He stated that all of the plantings are around the shoreline. Mr. Flateau stated that the resident is also complaining about the trash that is in the pond. He said that Tony Smith would be on site this week to spray for the spike rush in the pond. Mr. Flateau stated that the resident also complained about the pickerel weed around the pond. Discussion ensued regarding the torpedo grass coming back. Mr. Matthews stated that he would follow up with Tony Smith regarding the removal of the torpedo grass.

(Ms. Stewart left the meeting in progress)

Mr. Flateau stated that he was wondering if wall repairs should be added to the capital reserve. Discussion ensued regarding the wall repairs and obtaining an assessment for future painting and repairs. The Board decided to go ahead and approve the proposal for the current wall repairs.

Mr. Flateau noted that there no audience members present to comment on this topic.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved T & R Painting's proposal for the Ballantrae Blvd. wall repair (\$7,500.00) for Ballantrae Community Development District.

Mr. Flateau stated that some color selections need to be made for the fabric for the shade structure. Discussion ensued. Mr. Flateau requested that Ms. Albright to make the color selections.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on October 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. Matthews stated that he would have the revisions made.

Mr. Flateau noted that there no audience members present to comment on this topic.

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

FIFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for September
2013**

Discussion ensued regarding the invoice for the gate access system repair and putting in an insurance claim to the provider of the battery-back up.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of September 1-30, 2013 totaling \$74,695.74 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2014-02, Re-
designating an Assistant Secretary**

Mr. Matthews presented Resolution 2014-02, Re-designating an Assistant Secretary.

He stated that Scott Brizendine will still be delegated as an assistant secretary but Eric Dailey would be removed and Cordell Matthews would be added as an Assistant Secretary for signature purposes only.

On a Motion by Mr. Bobick, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved Resolution 2014-02, Re-designating an Assistant Secretary (Cordell Matthews) as presented for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Old Business

Discussion Regarding Video Camera Policy

Mr. Flateau stated the Board would not be discussing this item at this time.

EIGHTH ORDER OF BUSINESS

Consideration of New Business

Mr. Flateau stated he and Mr. Matthews were going to have a discussion with Sgt. Hobbs from the Florida Highway Patrol this week. He reviewed the October numbers for the Board members. Mr. Flateau stated that there were supposed to be 18 four hour shifts and of those there were eleven no shows, two switching days without the District's knowledge, and seven shifts were covered the way the District has requested.

Mr. Flateau stated that the Straiton HOA Board had their budget hearing last month and their parking issue was a discussion item. He stated that he clarified the Ballantrae CDD Board's position regarding the parking situation.

NINTH ORDER OF BUSINESS

Staff Reports

A. Maintenance Manager
No report.

B. District Manager
Mr. Matthews briefly reviewed the financial status report for the fiscal year end. Mr. Brizendine entertained the Board member's questions.

Mr. Matthews presented the UPS Lease Agreement for the parking of vehicles at the Ballantrae Clubhouse. Mr. Flateau reviewed the terms of the lease agreement for the Board. He stated that the agreement is the same as last year's.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the UPS Lease Agreement as presented for Ballantrae Community Development District.

TENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

Mr. Flateau stated for the record that there were no audience members present.

Mr. Flateau asked if there were any Supervisor requests. Mr. White stated that one of the first street lights on Ballantrae Blvd. coming into the community is out. Mr. Fletcher stated that he would follow-up on this.

Mr. White asked for an update on the soundproof panels. Mr. Brizendine stated that they are finished and Mr. Fletcher is going to pick them up. Mr. White asked for an update on the permit for the splash pad. Mr. Brizendine stated that he didn't have an update on this.

Mr. White stated that he updates the public safety reports on the website when he receives them from the Sheriff's Office. He stated that there has been an issue with the timeliness of the reports coming in and they are working on it.

Mr. White stated that he would not be present at the December meeting.

A brief discussion ensued regarding the installation of the holiday lights.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors adjourned the meeting at 8:32 p.m. for Ballantrae Community Development District.



Assistant Secretary



Chairman/Vice Chairman