

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, October 6, 2014 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
Richard Levy	Board Supervisor, Vice Chairman
Steve Bobick	Board Supervisor, Assistant Secretary
Tony Thomas	Board Supervisor, Assistant Secretary
Steve White	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, Stantec Consulting Services
Mr. Tim Gay	Representative, Illuminations Holiday Lighting & Decorations
Mr. Bill Kilgus	Representative Trimmers Holiday Decor, Inc.
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Flateau called the meeting to order and Mr. Huber read the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

An audience member asked about the Circle K gas station and Dairy Queen that was in the newsletter. The board recommended the homeowner contact Dunphy Properties or Pasco County.

An audience member inquired about trimming of shrubs along sidewalk adjacent to the retention pond where the weir was re-built in Ayrshire.

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THIRD ORDER OF BUSINESS

**Consideration of Holiday Trimming
Proposals**

Mr. Huber presented the proposals received from Illuminations, Trimmers Holiday Décor and Miami Christmas Lights. Mr. Huber announced Mr. Tim Gay with Illuminations Holiday Lighting & Decorations and Mr. Bill Kilgus of Trimmers Holiday Decor, Inc. are in attendance to present their proposals to the Board. Miami Christmas Lights could not attend the meeting. Mr. Bill Kilgus of Trimmers Holiday Decor, Inc. presented his proposal to the Board. Mr. Flateau wanted to specify a turn on date the day after Thanksgiving and the turn off date would be January 11, 2015. Mr. Flateau inquired about possible outages and what is the procedure and time frame for repairing outages. Mr. Kilgus stated his cell number is on the contract and if a service call is placed early in the day, same day service will be available. Mr. Kilgus stated they would like to have their proposals back by May 1, of the current year with the deposit due in August. Mr. Kilgus stated the deposit due date is flexible. Mr. Tim Gay with Illuminations Holiday Lighting & Decorations presented his proposal to the Board. Mr. Gay stated additional power may be required. A discussion ensued.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors accepted the Trimmer's Holiday Lighting Proposal for Ballantrae Community Development District.

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THIRD ORDER OF BUSINESS

**District Counsel and District Engineer
Reports**

A. District Counsel

Not present. No report.

B. District Engineer

Ms. Stewart stated the parking lot expansion is repaired and is ready for inspection by Pasco County. The statement of completion for the SWFWMD permit is ready for transfer to Operation & Maintenance. Ms. Stewart inquired about the hedge material and trees along the perimeter of the amenity center that was previously discussed. Mr. Flateau stated on the county website it shows the property line for those houses goes right through the trees. Mr. Flateau suggested we could install the plants. Ms. Stewart can help facilitate with putting stakes in the ground to insure the CDD does not plant anything on private property. Ms. Stewart will work with Ms. Rairigh.

On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors authorized the Chairman to execute the SWFWMD permit transferring to Operations and Maintenance for Ballantrae Community Development District.

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Ms. Stewart and all visitors and vendors left the meeting at 7:10 p.m.

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85 **FOURTH ORDER OF BUSINESS** **Discussion Regarding Monthly Landscape**
86 **Report**
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88 Mr. Huber presented the report to the Board. Austin Outdoors did provide pricing for the
89 additional mowing of pond banks per the Board's request. The summertime mowing is \$1,131.00
90 and wintertime mowing is \$797.00. A brief discussion ensued.
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On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors approved to reduce \$4,500.00 from the sod and seed category and put into a newly created category called landscaping extra mowing for Ballantrae Community Development District.

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93 Mr. Flateau requested a proposal from Austin Outdoors for palm fronds removal thought
94 out the entire community that is not covered by the current landscape contract. Mr. Flateau
95 reviewed the report with the Board. Mr. Huber presented a proposal for \$1,300.00 to remove 3
96 trees off of Ballantrae Boulevard There was a discussion regarding how many trees must be
97 replaced for a removal of a tree per Pasco County. This proposal will be tabled until the November
98 3, 2014 meeting. Mr. Fletcher stated there is a tree impacting the sidewalk by the pool and pool
99 pump.
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On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors authorized district staff to obtain a proposal to remove the tree impacting the sidewalk by the pool and pool pump and have the Chairman execute the proposal with a not to exceed amount of \$5,000.00 as amended for Ballantrae Community Development District.

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102 **FIFTH ORDER OF BUSINESS** **Review and Final Minutes of the Board of**
103 **Supervisors Meeting held on May 5, 2014,**
104 **June 2, 2014 and August 4, 2014**
105 **(under**
106 **separate cover)**

107 Mr. Huber distributed the revised minutes per the September 8, 2014 board
108 recommendations. The May 2014 minutes were revised on line 204. The June 2014 minutes were
109 revised on line 126. The August 2014 minutes lines, 51, 94 and 101. The board will review all
110 minutes distributed.

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112 **SIXTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
113 **Supervisors Meeting held on September 8,**
114 **2014**
115 **(under separate cover)**

116 Mr. Huber distributed the September 8, 2014 meeting minutes. This item was tabled
117 pending Board review.
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122 **SEVENTH ORDER OF BUSINESS** **Consideration of Operation and**
123 **Maintenance Expenditures for August**
124 **2014**
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126 Mr. Flateau requested the picnic tables be coded to clubhouse miscellaneous expenses,
127 change line description of off duty deputies to off duty law enforcement, inspection fee of \$208.00
128 was coded to project fund, should be Park Development. The no parking signs should be should
129 not be coded to Park Development should be landscaping replacement. There is a misspelling of
130 District, missing a "t". The new shed should be coded to clubhouse miscellaneous expenses. There
131 is an operations maintenance inspection fee, Mr. Flateau feels this is part of the contract. Mr.
132 Huber stated the scope of services has changed. Mr. Huber will email the Board the Landscape
133 Inspection Services agreement. The Board tabled this item until the noted changes have been made.
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135 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding CDD Asset Disposal**
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137 Mr. Flateau stated Ms. Rairigh did not want the shed. Mr. Fletcher stated he would like to
138 shed. The Board has determined the shed is worth \$0.00 dollars and Mr. Fletcher can have the shed
139 and will be responsible for any costs incurred for the removal of shed.
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On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved to give the shed to Mr. Fletcher and he will be responsible for any costs incurred for the removal of shed for Ballantrae Community Development District.
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142 **NINTH ORDER OF BUSINESS** **Discussion Regarding Aquatic &**
143 **Landscape Maintenance on Cunningham**
144 **Court**
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146 Mr. Huber notified the Board of maintenance access issues at 17952 Cunningham Court.
147 Mr. Flateau stated the CDD needs to have an elevation survey, location of any easements and the
148 location of the property lines to resolve this issue. A discussion ensued. The Board directed the
149 District Manager to speak with Ms. Stewart, Ms. Rairigh and Tony and determine what needs to be
150 done to resolve the problem and report back to the Board at the November meeting with their
151 recommendations.
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153 **TENTH ORDER OF BUSINESS** **Reserve Study Update**
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155 Mr. Huber stated he contacted Mr. Paul Grifoni, with Custom Reserves to review the
156 differences. Mr. Huber will schedule a meeting and go over in detail with Ms. Stewart and report
157 back to the Board.
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FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Mr. Thomas, with all in favor, the Board of Supervisors adjourned the meeting at 8:40 p.m. for Ballantrae Community Development District.

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Assistant Secretary


Chairman/Vice Chairman