
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, April 7, 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
Steve White	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley & Robin
Tonja Stewart	District Engineer, Stantec Consulting, Inc. <i>(joined the meeting in progress)</i>
Bill Fletcher	Maintenance Manager
Michelle Rairigh	Representative, Austin Outdoor
Rich Solkin	Representative, Ballantrae HOA

Audience

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.

Mr. Flateau stated that Rich Solkin from the HOA was present to get approval on a couple of dates for upcoming events. Mr. Solkin put his requests before the Board for their consideration. He verified that they would have security working as they have done previously.

<p>On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the HOA Social Committee's request for their annual carnival at the park on Saturday, June 28, 2014 for Ballantrae Community Development District.</p>
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Mr. Solkin also requested the use of the pool on Memorial Day and Labor Day for the HOA's pool parties. Mr. Flateau stated that there were some resident complaints last year due to the noise. Discussion ensued.

On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors approved the HOA request for parties at the pool on Monday, May 26, 2014 and Monday, September 1, 2014 for Ballantrae Community Development District.

SECOND ORDER OF BUSINESS

District Counsel and District Engineer Reports

A. District Counsel

Mr. Robin stated that he was present at today's meeting to discuss the revised License and Maintenance Agreement from Pasco County. He stated that the agreement allows the District to maintain areas on the County right-of-ways. Mr. Robin stated that the County is trying to standardize the agreement and he reviewed the purpose of the agreement. Mr. Robin stated that he would like the Board to be informed of some of his concerns before they accept the agreement. He reviewed the exhibit that shows the right-of-way areas that the District will be responsible for under the agreement and touched briefly on the differences between the existing agreement and the revised agreement from the County. Mr. Robin stated that he has two issues with the agreement. He stated that there is a requirement for maintenance but there is no standard of maintenance in the document. Mr. Robin stated that he believes that it could cause an issue in a lawsuit as to what level of maintenance was agreed upon and what the District is obligated to do. He stated that his second issue with the agreement is the scope of indemnity. Mr. Robin stated that is why he wants to look at the insurance coverage. He stated that his goal is to see if he can sharpen the definition of maintenance but he probably won't be able to do much about the indemnity language. Mr. Robin entertained the board members' questions. He stated that he would be following up with Liz Blair at Pasco County and if necessary he will speak to the County Attorney. Discussion ensued regarding the right-of-way use permit and the driveway to the lift station.

Mr. Flateau gave the Board an update on the surveillance video legislation. He stated that on March 18th he testified at the House Subcommittee on Transportation and Highway Safety. Mr. Flateau stated that they passed the bill 14-0. He stated that on March 25th the Government Operations Committee approved the bill 10-0 and on April 4th the Economic Affairs Committee approved the bill 16-0 and sent the bill to the House. Mr. Flateau stated that as of today it is on the House's calendar for passage. He stated that there is still some work to do with the Senate. Mr. Flateau stated that the session ends May 2nd.

(Mr. Robin left the meeting in progress)

B. District Engineer

Ms. Stewart gave the Board an update on the parking lot expansion.

She stated that it is still under construction and she anticipates it to be completed within the next week depending on the weather. Ms. Stewart stated that the first change order was for the re-striping of the existing parking lot. She stated that she received a second change order for some re-grading along the parallel parking spaces and the sidewalk. Ms. Stewart stated that she asked Ms. Rairigh to provide a proposal for additional sod or plantings once the area is re-graded. Ms. Rairigh stated that there is no irrigation in the area and suggested installing mulch instead. Discussion ensued regarding the steep vertical cut, the exposed roots, and the possibility of erosion. Mr. Flateau suggested constructing a retaining wall in lieu of mulch or sod. Ms. Stewart stated that she could obtain a proposal for a retaining wall. Ms. Rairigh stated that she would inspect the area after the final grade. She stated that she will bring her irrigation manager with her to get a cost for the installation of irrigation. Ms. Stewart stated that she thinks a retaining wall would be more costly and will not look as nice as landscaping. Mr. Flateau directed Ms. Stewart and Ms. Rairigh to review the area and recommend the best solution. Discussion ensued regarding drought tolerant ground cover. Ms. Rairigh stated that there are a few Jasmines that are used for erosion control. Ms. Stewart stated that it would protect the slope. Ms. Rairigh stated that it hugs the ground as it grows and she would be able to irrigate it use the existing irrigation.

Ms. Stewart stated that she obtained an additional proposal for the erosion repairs to Pond #12. She stated that SiteMasters proposal came back lower than the original proposal from BioMass that the Board had previously approved. Ms. Stewart stated that she would like to have SiteMasters do this repair along with the two others they were given. Discussion ensued. The Board stated that they would rather use BioMass as they have a one-year warranty and wait and see how SiteMasters does with the two repair jobs that they were already given.

Ms. Stewart stated that she did not obtain a proposal from BioMass for the repair at the guard rail but she would follow up with them. She asked the Board if they would like to approve a not-to-exceed amount of \$2,200 for the guard rail repair as that was the price that SiteMasters had previously quoted. The Board agreed to this.

A brief discussion ensued regarding the need for a buffer at the parking lot for the dumpster pad. Mr. Flateau suggested a hedge of some sort and leave it up to the resident to install a fence if they so choose. He suggesting installing more of the existing plants at the same height as the ones that are already present in the area. Ms. Rairigh stated that she could extend the Ligustrum that is already there.

<p>On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved extending the installation of the Ligustrum at the back of the parking lot near the dumpster area and authorized District Chairman to approve the quote form Austin Outdoor for Ballantrae Community Development District.</p>
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Ms. Stewart stated that she needed to have a discussion regarding the playground shade structure and the splash pad.

She stated that she had a conversation with Carl Shortstall from Florida Play Structures who promised to fix the covers and make them right. Mr. Flateau requested a copy of the approved contract. Discussion ensued regarding the issues with the shade covers. Mr. Huber stated that the email from Mr. Shortstall stated that his representative was in Miami today and he was going to be at Ballantrae in the next day or so to address the issue. Mr. Shortstall had stated that when he lets him know his schedule he will schedule a call for a meeting with everyone. Mr. Huber reviewed Mr. Shortstall's update for the splash pad. Mr. Flateau instructed Mr. Huber not to pay Mr. Shortstall any more payments until the issues are resolved. He stated that he was going to ask the Board to involve Ms. Stewart in the reviews of the structures to gain control of the project. Mr. Huber stated that he will email the Board members a copy of the contract with Florida Play Structures along with any photos that were attached to it. He stated that he has copies of a change order which includes a fence with an additional walking gate for the splash pad. Mr. Flateau asked that Mr. Huber not distribute the change order. He stated that they want \$1,300 to install a 30" section of gate with a lock on it at the splash pad. Discussion ensued. Ms. Stewart stated that she would talk to Mr. Shortstall regarding this item also.

Mr. Flateau stated once the pavers are laid there would be room at the Splash Pad for four benches and would give the adults somewhere to sit while the children play. The Board agreed that this was a good idea. Mr. Flateau directed Mr. Fletcher to order the benches.

(Ms. Stewart left the meeting in progress)

THIRD ORDER OF BUSINESS

Discussion Regarding Monthly Landscape Report

Ms. Rairigh stated that several months ago the Board approved the right-of-way plantings and she will be starting them in May. Mr. White stated that he still has not been able to meet with Daniel regarding the sprinkler heads. He gave Ms. Rairigh a sample of the riser to take to Daniel. Mr. Flateau stated that they have been trying to set up an onsite meeting with Daniel since November and maybe Austin Outdoor is not the irrigation contractor that the District should be using. Ms. Rairigh stated that she would follow-up with Daniel.

Ms. Rairigh stated that they have finished the new plantings along the walls of the main boulevard. Mr. White stated that there was a discussion at the last meeting regarding the damaged irrigation boxes. He stated that it is being assumed that the covers are being removed to check the irrigation and are not being put back on and the mowers are running them over. Ms. Rairigh stated that she would follow-up on this issue also. The Board stated that the community's landscape looks great.

(Ms. Rairigh left the meeting in progress)

Mr. Solkin from the HOA addressed the Board again regarding a research study being conducted by the University of Florida for Florida friendly landscaping.

He stated that on April 23rd from 10:00 a.m. to 12:00 p.m. they would like ten homeowners to come to the clubhouse to participate in a survey and they will receive a \$25 Visa gift card. Mr. Solkin stated that they would also like ten members from the HOAs and/or CDD to participate from 1:00 p.m. to 3:00 p.m. and they would also receive a \$25 Visa gift card. Mr. White stated that he would be participating in the afternoon session so no other CDD Board members would be able to attend. Mr. Huber stated that Board members could not give an opinion as a group. Discussion ensued. Mr. Solkin stated that the afternoon session might need to be cancelled due to not being able to obtain ten participants.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on March 3, 2014

There were no changes to the minutes.

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on March 3, 2014 as presented for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for February 2014

Discussion ensued regarding various invoices and the services they represent. The Board members stated that they would like the Park Development Fund shown separately from the Operation and Maintenance Fund. Mr. Huber stated that he would follow-up on this.

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of February 1-28, 2014 totaling \$110,898.65 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2014-03, Redesignating an Assistant Secretary

Mr. Huber presented Resolution 2014-03, Redesignating an Assistant Secretary. He stated that the resolution would be removing Cordell Matthews as and Assistant Secretary and appointing Matthew Huber for signature purposes.

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved Resolution 2014-03, Redesignating an Assistant Secretary for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of a Board Supervisor Replacement

Mr. Flateau stated that the Board had two applicants for the vacant seat, Tony Thomas and Ken Liddell. The two applicants addressed the Board and provided background information on themselves. Mr. Liddell distributed his resume to the Board. Discussion ensued.

Tony Thomas received three votes and was appointed to vacant seat #1.

EIGHTH ORDER OF BUSINESS

Administer Oath of Office to Newly Appointed Supervisor

Mr. Huber, a Notary Public in the State of Florida, administered the oath of office to Tony Thomas. Mr. Thomas swore and affirmed to the oath and executed it. Mr. Huber gave Mr. Thomas a new Board Supervisor packet and briefly reviewed the documents and forms included. Mr. Huber stated that he would review the documents further after the meeting and directed Mr. Thomas to contact him or District Counsel if he had any questions.

NINTH ORDER OF BUSINESS

Consideration of Board Supervisor Compensation

Mr. Huber stated that per Florida Statute, each Board member is entitled to collect a sum of up to \$200 per meeting with a maximum of \$4,800 annually for their attendance at Board meetings. Mr. Huber asked Mr. Thomas if he would like to receive compensation. Mr. Thomas replied in the affirmative.

TENTH ORDER OF BUSINESS

Consideration of Old Business

Discussion Regarding Tampa Bay Water and Consideration of Fence Proposals

Mr. White stated that Tampa Bay Water's fence has already been kicked down and he doesn't see why the District should spend any money on more fencing. Discussion ensued regarding the need for more fencing in the area. Mr. Flateau directed Mr. Huber to notify Tampa Bay Water that they have the Board's permission to install a fence across the District's property. He stated that the fence should include a gate with the District receiving the keys.

Update on Surveillance Video Bill

Mr. Flateau gave his report earlier in the meeting under District Counsel's report.

ELEVENTH ORDER OF BUSINESS

Consideration of New Business

Discussion Regarding Revised License and Maintenance Agreement

Mr. Huber stated that this item was discussed previously under District Counsel's report.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Maintenance Manager

Mr. Fletcher stated that he had a few items for the Board's consideration. He stated that Windows XP is no longer going to be supported by Microsoft. Steve White reviewed the options. Discussion ensued.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors approved the purchase and set-up of a new computer for Bill Fletcher's office (not-to-exceed \$1,000) for Ballantrae Community Development District.

Mr. Fletcher stated that the storage shed has sustained some roof damage. He explained that he had some difficulty obtaining proposals for the repairs. Mr. Flateau suggested replacing the shed as a larger one is really needed. Mr. Fletcher stated that he received a proposal for a new 12 x 24 shed at a cost of \$4,910.00. Discussion ensued regarding a concrete slab to place the storage shed on. Mr. Fletcher stated that a permit would then be needed and the District's Engineer would need to check the area for any possible drainage issues. Mr. Flateau stated that it might be better to stick with the cinder blocks. Mr. Fletcher stated that Mr. Toborg was also going to try and get some quotes for the storage shed. Mr. Huber stated that they may have to pay someone to haul the old storage shed away.

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the purchase of a new storage shed (not-to-exceed \$6,000) for Ballantrae Community Development District.

Mr. Fletcher stated that the picnic tables in the playground area are looking worn. He stated that he has tried painting them several times and they just keep peeling. Discussion ensued regarding options for the tables. Mr. Fletcher stated that he could obtain a quote to strip and powder coat the tables. The Board set a not-to-exceed amount to either powder coat the picnic tables or purchase new ones.

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the repair (powder coating) or purchase of three picnic tables for the playground (not-to-exceed \$2,400) for Ballantrae Community Development District.

B. District Manager

Mr. Huber stated that the next meeting was scheduled for May 5, 2014 at 6:30 p.m. Discussion ensued regarding the budget process. Mr. Flateau stated that he thinks the Board should have a draft budget for review at their next meeting prior to approving the preliminary budget at their June meeting. He stated that the Board would be approving their final budget at their August meeting.

Mr. Huber stated that he would have a draft budget for the Board at their next meeting.

THIRTEENTH ORDER OF BUSINESS

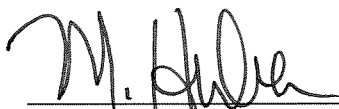
Audience Comments and Supervisor Requests

There were no audience members present to comment on agenda items. Mr. Flateau asked if there were any Supervisor Requests. There were none.

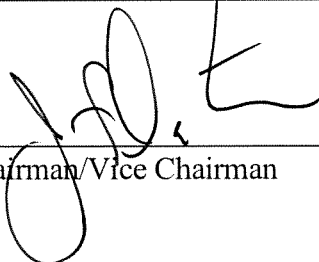
FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors adjourned the meeting for Ballantrae Community Development District.



Assistant Secretary



Chairman/Vice Chairman