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**MINUTES OF MEETING  
BALLANTRAE  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development District was held on Monday, January 8, 2018 at 6:30 p.m. at the Ballantrae Community Center, 17611 Mentmore Boulevard, Land O' Lakes, Florida, 34638.

**FIRST ORDER OF BUSINESS – Roll Call**

Mr. Fleteau called the meeting to order.

Present and constituting a quorum were:

James Fleteau	Board Supervisor, Chairman
Richard Levy	Board Supervisor, Vice Chairman
Steve Bobick	Board Supervisor, Assistant Secretary
Tony Thomas	Board Supervisor, Assistant Secretary

Also present were:

Paul Cusmano	District Manager, DPFPG
Bill Fletcher	Maintenance Supervisor
Brian Mahar	Yellowstone
Tonja Stewart	District Engineer
Tony Smith	American Ecosystems

*The following is a summary of the discussions and actions taken at the January 8, 2018 Ballantrae CDD Meeting.*

**SECOND ORDER OF BUSINESS – Audience Comments and Questions on Agenda Items**

Resident wanted to know the status of the shade structure replacement in the playground.

Discussion ensued.

**THIRD ORDER OF BUSINESS – Staff Reports**

**A. District Counsel**

There being none, next item followed.

**B. Landscaping**

Mr. Mahar presented the Landscaping Report as well as Items 1& 2 listed below and asked for any comments or questions.

Mr. Fleteau requested an inspection around pond 12 after mowing to see if the grass was cut too low.

**1. Yellowstone - Maintenance Report.**

**2. Cold Weather Plant Tolerance**

**C. DPFPG Field Report**

Mr. Cusmano presented the DPFPG Field Report and asked for any comments or questions.

41 **1. December Operations Report**

42 Mr. Cusmano presented the November Operations Report and asked for any comments or  
43 questions.

44 **2. December Grade Sheet**

45 Mr. Cusmano presented the November Grade Sheet and asked for comments and  
46 questions.

47 **3. December Score Card**

48 Mr. Cusmano presented the November Score Card and asked for comments or questions.

49 **D. District Manager**

50 **1. Tax Audit Proposals**

51 Mr. Cusmano presented the Tax Audit Proposals listed below:

52 **a. LLS Tax Solutions**

53 **b. GNP Services**

54 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board accepted  
55 the LLS Tax Solutions Proposal for the Ballantrae Community Development District.

56

57 **2. Dock and Playground Pole Removal Cost**

58 Mr. Cusmano presented the Dock and Playground Pole Removal Costs and presented both  
59 proposals from American Construction Group.

60 Mr. Flateau suggested hiring American Construction Group for the removal and disposal  
61 of the playground pole for a total of \$4,900.

62 Mr. Flateau asked to have the Bids revised and have a separate bid for all costs associated  
63 with the playground area and a separate bid for all costs related with the Dock.

64 Mr. Cusmano stated he would have Ms. Stewart send an Engineer to check out the  
65 playground poles.

66 Discussion ensued.

67 **E. District Engineer**

68 Ms. Stewart presented the Engineers Report and asked for any comments or questions.

69 **F. Pond Manager**

70 Mr. Flateau asked for last month's pond report. Mr. Cusmano stated that the report will be put in  
71 the next meeting.

72 Ms. Stewart suggested increasing Torpedo Grass treatments.

73 Mr. Flateau requested an invoice for one annual inspection.

74 The Board agreed to add \$75.00 to the Maintenance Contract

75 Discussion ensued.

76 **FOURTH ORDER OF BUSINESS – Administrative Matters**

77 **A. Approval of Minutes of December 4, 2017 Meeting**

78 Mr. Flateau presented the Approval of Minutes of December 4, 2017 Meeting and asked for any  
79 comments, questions or corrections.

80 Mr. Flateau stated that corrections need to be made on line 53, adjust to “presented the letter.”,  
81 on line 62, adjust to Pond 34, on line 70, remove “chairman’s approval”, on line 92 adjust the  
82 spelling of Garry’s name.

83 On a MOTION by Mr. Bobick, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board  
84 accepted the Minutes of December 4, 2017 Meeting, as amended, for the Ballantrae Community  
85 Development District.

86

87 **B. Acceptance of November 2017 Financial Statements**

88 Mr. Cusmano presented the November 2017 Financial Statements and asked for any comments or  
89 questions.

90 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board accepted  
91 the November 2017 Financial Statements for the Ballantrae Community Development District.

92

93 **C. FY 2017 Proposals Approved in FY 2018**

94 Mr. Cusmano presented the FY 2017 Proposals Approved in FY 2018.

95 Discussion ensued.

96 **FIFTH ORDER OF BUSINESS – Business Matters**

97 **A. Old Business**

98 Mr. Flateau opened the floor for any old business.

99 Mr. Flateau asked about the status on the pool area shade proposal.

100 The Board discussed locations of the benches based off the picture plans, submitted by Mr.  
101 Flateau.

102 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved  
103 having benches placed near ponds 3, 9, 13, 24, 25, and on the right side of pond 33, for the Ballantrae  
104 Community Development District.

105

106 Mr. Flateau requested bids next month for power washing the front entrance tower and  
107 monuments in March.

108 Mr. Flateau suggested hiring CertaPro to paint the walls.

109 Discussion ensued.

110 **B. New Business**

111 Mr. Flateau opened the floor for any New Business matters.

112 **1. Consideration and Approval of Resolution 2018-01 Designating Administrative Office**  
113 **& Headquarters**

114 Mr. Cusmano presented Consideration and Approval of Resolution 2018-01 Designating  
115 Administrative Office & Headquarters.

116 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board adopted  
117 Resolution 2018-01 Designating Administrative Office & Headquarters the for the Ballantrae Community  
118 Development District.

119  
120 **SIXTH ORDER OF BUSINESS –Staff Reports**

121 **A. Maintenance Supervisor**

122 Mr. Fletcher stated he had nothing to report.

123 Mr. Cusmano stated he sent a second letter (to UPS) about the \$500 owed, and said he would  
124 send another letter after this meeting.

125 **SEVENTH ORDER OF BUSINESS – Audience Comments on Other Items**

126 There being none, next item followed.

127 **EIGHTH ORDER OF BUSINESS - Supervisor Comments and Requests**

128 Mr. Flateau stated the Audit workshop will be held on January 18<sup>th</sup>.

129 Mr. Flateau asked if he should invite residents to the March, (April), May Meeting to suggest  
130 expenditures, and to work with DPF to present a balance budget proposal.

131 Mr. Flateau stated he would not be able to make the May meeting as he will be out May 4<sup>th</sup>-9<sup>th</sup>.

132 The May Meeting for the Budget was moved from May 7<sup>th</sup> to the May 14<sup>th</sup>.

133 Discussion ensued.

134 **NINTH ORDER OF BUSINESS – Adjournment**

135 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board  
136 adjourned the meeting for the Ballantrae Community Development District.

137  
138 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
139 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
140 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

141 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
142 noticed meeting held on 2/5/18.

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145 Signature

143  
144   
145 Signature

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148 Printed Name

149 Title:  Secretary  Assistant Secretary

146  
147  
148 Printed Name

149 Title:  Vice Chairman  Chairman