

BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Thursday, January 15, 2025
Time: 6:30 P.M.
Location: Ballantrae Community Center
17611 Mentmore Blvd.
Land O' Lakes, FL 34638

Zoom: [LINK](#)

Meeting ID: 958 3448 2453

Passcode: 773764

Call In: +1 3052241968

Agenda

For the full agenda packet, please contact BallantraePasco@AnchorStoneMgt.com

I. Call to Order / Roll Call

II. Audience Comments – (limited to 3 minutes per individual on agenda items)

III. Vendor & Professional Reports

A. Stantec – Project Manager Greg Woodcock

1. Status Update on Clubhouse Project

B. Steadfast Environmental Report

1. Conservation Area Inspection Report
2. Waterway Inspection Report

[**EXHIBIT 1**](#)

[**EXHIBIT 2**](#)

C. Steadfast Maintenance Division

1. Presentation & Discussion of Maintenance Report *(to be distributed)*
2. Consideration of Steadfast Proposals: *(to be distributed)*

[**EXHIBIT 3**](#)

[**EXHIBIT 4**](#)

D. Amenity Manager

1. Consideration of Proposals for Tennis Court Resurface

❖ Court Projects - \$38,986

[**EXHIBIT 5**](#)

2. Consideration of Additional Maintenance Proposals *(to be distributed)*

❖ Consideration of Proposal for Concrete Work - - U Need Concrete \$3,500 [EXHIBIT 6A](#)

❖ Consideration of Proposal for Office Chair - \$79.59 [EXHIBIT 6B](#)

❖ Consideration for Parking Lot Painting - \$310.17 [EXHIBIT 6C](#)

3. Presentation of Amenity Center Report & Task List for Discussion *(to be distributed)* [EXHIBIT 7](#)

IV. District Manager

1. The Trespass Agreement with Pasco County Sheriff has been updated for the New Year

V. Administrative Items

1. Consideration for Acceptance: Minutes of the Regular Meeting of Board of Supervisors Held December , 2025 *(to be distributed)* [EXHIBIT 8](#)

2. Consideration for Approval: The November 2025 Unaudited Financial Statements *(to be distributed)* [EXHIBIT 9](#)

3. Ratification of Kubota Truck Repairs - Florida Coast Equipment - \$499.82 [EXHIBIT 10](#)

VI. Audience Comments New Business Items *(limited to 3 minutes per individual)*

VII. Supervisor Requests

VIII. Adjournment

EXHIBIT 1

[RETURN TO AGENDA](#)



Ballantrae CDD Conservation Areas

Inspection Date:

1/7/2026 12:32 PM

Prepared by:

Matt Goldrick

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 2

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

Most of the vegetation is seasonally dormant. Any remaining are deciduous tree or low-lying growth. Any nuisance species present (mostly Cogon Grass) will continue to be treated.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 3

Condition: ✓Excellent Great Good Poor Mixed Condition Improving



Comments:

All nuisance growth in this section has been treated and is decaying. Minimal low-lying new growth observed.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 6

Condition: ☒Excellent ☐Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 7

Condition: ☐Excellent ☒Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

Mild nuisance growth present. Mainly Caesarweed. Treatment will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 9

Condition: ☒Excellent ☐Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

SITE: 10

Condition: ☐Excellent ☒Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

New growth of Caesarweed present in some areas. A technician will address during an upcoming maintenance event.

<u>WATER:</u>	Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

Inspection Report

SITE: 11

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

The buffer is in great condition. Nuisance species (Brazilian Pepper and Carolina Willow) observed further into the wetland. These would require physical removal.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 13

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

Two new areas of Tropical Soda Apple noted. These will be addressed quickly to prevent further spread. No other nuisance growth observed.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 14

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

Most of the nuisance growth present has been treated and is decayed. Any new low-lying growth will be treated as well.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 15

Condition: ✓Excellent Great Good Poor Mixed Condition Improving



Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Planktonic	Surface Filamentous
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

MANAGEMENT SUMMARY



76

Most buffer zones are in great condition. Any growth present is fairly new and can be easily controlled with routine treatment. Interiors of the wetlands are all seasonally dormant and fairly dry from drought. These conditions will continue for a few more months.

RECOMMENDATIONS

Continue to encourage desired low-lying aesthetically pleasing cover in areas of the buffer zones that remain bare.

Maintain those areas that have filled in, and reduce the success of any pioneering target species.

Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



Ballantrae CDD Conservation Areas
Ballantrae Blvd, Land O' Lakes, FL

Gate Code:

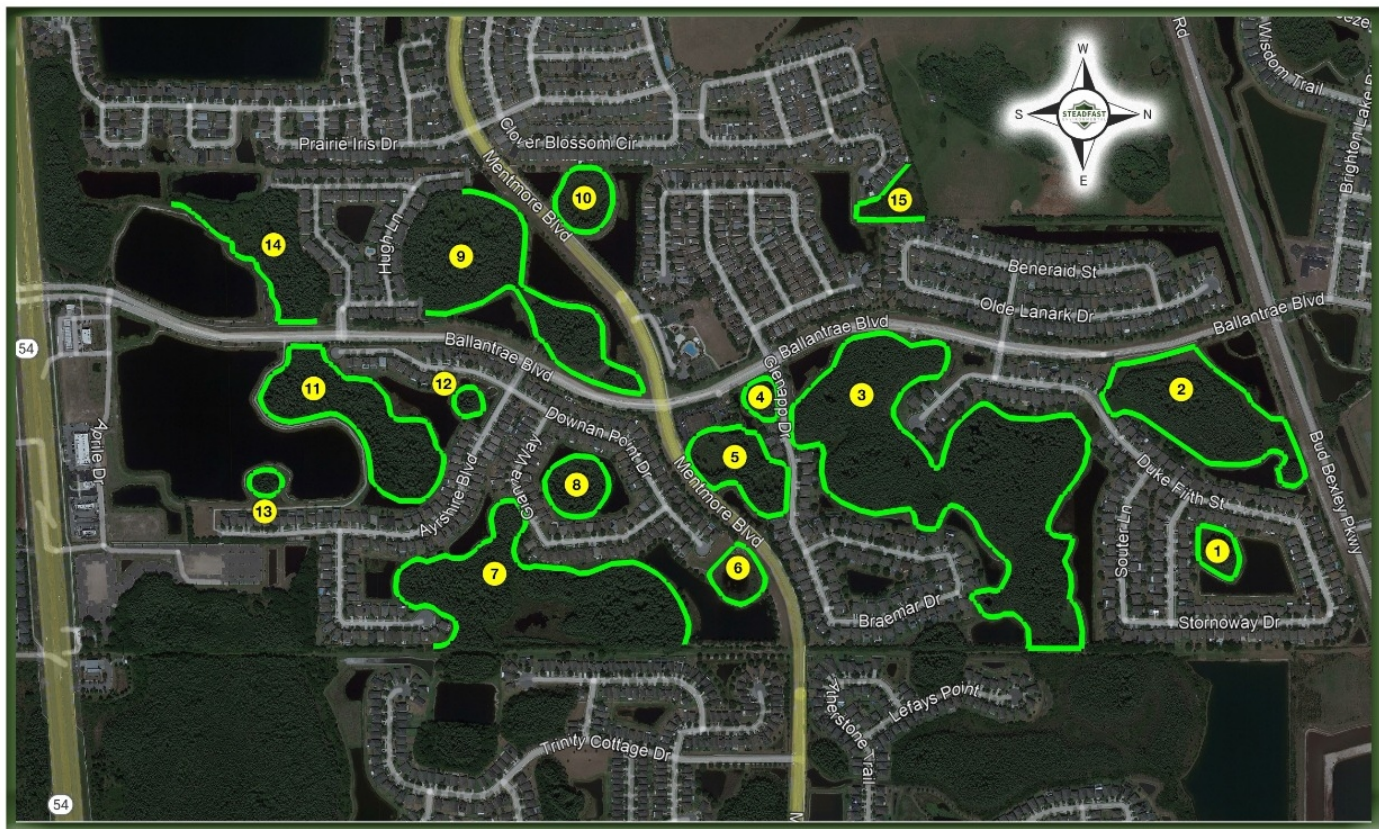


EXHIBIT 2

[RETURN TO AGENDA](#)



Ballantrae CDD Aquatics

Inspection Date:

1/7/2026 2:18 PM

Prepared by:

Matt Goldrick

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 1

Condition: ☒Excellent ☐Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

No algae or nuisance grass observed. Routine monitoring and treatment as needed will continue.

The yellow buildup on one side is tree pollen.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:
			<input type="checkbox"/> Chara

SITE: 2

Condition: ☐Excellent ☒Great ☐Good ☐Poor ☐Mixed Condition ☐Improving



Comments:

I don't like calling dry ponds "excellent" but there is no nuisance growth present. Any grasses in the dry pond bed are terrestrial and will drown when water levels rise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:
			<input type="checkbox"/> Chara

Inspection Report

SITE: 4

Condition: Excellent Great ✓Good Poor Mixed Condition ✓Improving



Comments:

Much of the slender spikerush has started to decay from previous treatment. A treatment plan has been implemented for this pond to continue this trend until growth clears.
No algae observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:

SITE: 5

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Filamentous algae present on the surface. Its bright green color indicates it is very fresh. A technician will address during this week's service.
No nuisance grass observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

Inspection Report

SITE: 6

Condition: Excellent ☒Great Good Poor Mixed Condition Improving



Comments:

Any filamentous algae present is decayed. The rain this afternoon will help further this process and begin breaking the mats apart.
No nuisance grass observed.

<u>WATER:</u>	Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

SITE: 33

Condition: ☒Excellent Great Good Poor Mixed Condition Improving



Comments:

No algae or nuisance grass observed. Routine monitoring and treatment as needed will continue.
More tree pollen buildup.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

Inspection Report

SITE: 35

Condition: Excellent ☒Great Good Poor Mixed Condition Improving



Comments:

Lily growth is getting a little thick. technicians will begin targeting this during maintenance events.
No other nuisance growth observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	<input checked="" type="checkbox"/> Other: Water lilies

SITE: 36

Condition: Excellent Great Good ☒Poor ☒Mixed Condition Improving



Comments:

This pond had been dry for some time. Most of the growth present is terrestrial and needs more time underwater to drown. Some aquatic growth has started in the meantime and will be addressed next visit.
No algae observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

Inspection Report

SITE: 37

Condition: Excellent Great Good ✓Poor ✓Mixed Condition Improving



Comments:

This pond is in similar condition to 36, but with more aquatic weeds. The treatments set for pond 4 will also be done here. No algae observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:
			Chara

SITE: Bouns

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This is behind the home on pond 35 (Ayershire Blvd). It looks like some work has been done to uncover and remove the drain, but it is still there and slowly furthering erosion.

<u>WATER:</u>	Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

MANAGEMENT SUMMARY



76

With January here, winter is at its peak. Morning and nighttime temperatures have decreased, with the occasional daytime highs reaching 80°F. The growth rate for both algae and nuisance plants are slowing as a result, giving technicians the ability to make headway in more overgrown areas. Rainfall events have been few and far between, thus the water levels of most ponds have decreased as winter progresses. Decreased rainfall also provides assistance in the growth of algae. Decreased nighttime temperatures extend the time it takes for treated algae to decay (beyond the usual 7-10 day period). Additionally, most types of vegetation that enter a dormant period will do so during winter's shortened daylight hours. It may look as though many types of vegetation are "dead" or "dying" but are simply awaiting the return of spring, where these species will re-color and become more lively.

Mostly good conditions overall today. Slender spikerush will be the focus for a time moving forward. I have been seeing it in many ponds this month, so we are gearing up for multiple heavy treatments across all our accounts. Some efforts have been put forth here already and are yielding positive results. Small algae blooms have occurred since last month, but are or will soon be well under control.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



Ballantrae CDD

Ballantrae Blvd, Land O' Lakes, FL

Gate Code:



EXHIBIT 3

[RETURN TO AGENDA](#)

EXHIBIT 4

[RETURN TO AGENDA](#)

EXHIBIT 5

[RETURN TO AGENDA](#)

Court Project

PROPOSAL

TO: Joe O' Reilly	Project: Ballantrae CDD - Tennis Courts Resurface
Ballantrae CDD	Address: 17611 Mentmore Boulevard
17611 Mentmore Boulevard	Land O' Lakes, FL 34638
Land O' Lakes, FL 34638	Date: 1/5/2026

We propose to furnish all materials, equipment, and labor, subject to any exclusions listed below, required to complete the following:

1. RiteWay Structural Crack Repair (Qty.: 240 LF) \$3,360.00

Description of Services:

Clean and prepare cracks. Install RiteWay membrane over crack area with adhesive per manufacturer specifications. Apply resurfacer and acrylic coating layers to blend with existing surface.

2. Low Spot Leveling / Birdbath Repair (Qty.: 1000 SF) \$2,600.00

Description of Services:

Identify low spots using water test. Mix and apply acrylic patch binder with sand to low areas. Feather edges and smooth to match existing surface. Allow to cure before coating.

3. Court Resurfacing (Existing Court Renewal) (Qty.: 14400 SF) \$20,520.00

Description of Services:

- Surface cleaning and prepping (as needed)
- Application of one (1) coat of acrylic resurfacer
- Application of two (2) coats of acrylic color coating (standard colors)

4. Striping – Tennis Court (Qty.: 2 EA) \$741.00

Description of Services:

Mask, layout, and apply two coats of line paint for one regulation tennis court (78' x 36'). Includes material and labor.

5. Striping – Pickleball Court (Qty.: 2 EA) \$416.00

Description of Services:

Mask, layout, and apply two coats of line paint for one regulation pickleball court (20' x 44').

Includes material and labor.

6. Fence Replacement & Pole Repainting \$9,000.00

Description of Services:

Remove and dispose of existing chain-link fabric from perimeter fencing.
Furnish and install new galvanized (or vinyl-coated) chain-link fabric to match existing fence height and line.
Re-secure fabric to line posts and top/bottom rails with new fence ties and fasteners as required.
Replace any parts that are broken.

7. General Conditions \$2,349.00

Description of Services:

Includes project mobilization/demobilization, site setup, dumpsters/hauling, portable restrooms, temporary power or water if required, small tools/consumables, daily cleanup, supervision/administration, insurance, and other general project expenses.

Subtotal:	\$38,986.00
*0% Tax:	\$0.00
TOTAL:	\$38,986.00

Terms and Conditions

1. PRICING & PAYMENT TERMS

Payment Terms:

- 50% deposit due upon contract signing
- 25% commencement payment due at project start
- 25% final payment due upon project completion
- All payments are due within five (5) business days of invoice issuance

Final payment is due upon substantial completion, defined as the point at which the court is ready for use, regardless of minor punch list items.

Late Payments:

Past due balances are subject to a 10% late fee plus interest at 1.5% per month (18% annualized). Court Project may suspend work or withhold project deliverables, including completion documents and warranties, until full payment is received.

2. TERMS & CONDITIONS

- Proposal valid for 30 days from the proposal issue date
- Changes to the scope of work require a written change order
- Court Project will obtain and submit permits under its GC license if this is part of the agreed scope. Permit fees are excluded unless otherwise specified. ☐

-
- Project schedule may be adjusted due to weather, supplier delays, or unforeseen site conditions
 - Pricing is subject to change if excessive structural cracks are identified
 - Court Project's liability under this agreement shall not exceed the total contract value.
 - Client shall provide clear site access, water, and power during the project (unless otherwise stated).

3. GUARANTEE & WARRANTY

Court Project guarantees all workmanship and materials directly provided by our team for a period of one (1) year from the project completion date.

Exclusions:

- Normal wear and tear
- Damage caused by extreme weather, ground movement, or improper use
- Issues arising from third-party materials or installations not provided by Court Project ☐
- Lack of proper maintenance (e.g., regular cleaning, avoiding misuse, resurfacing as recommended)

Disclaimer on Preexisting Foundations:

Court Project does not warrant any preexisting concrete or asphalt foundations not constructed by our team. Failures such as peeling, bubbling, or adhesion loss that result from foundational defects (e.g., improper mix, lack of vapor barriers, previous coatings) are outside our responsibility. Any required repairs due to these conditions will be subject to a change order and are not covered under warranty.

This clause is included to protect both parties and ensure transparency regarding unknown conditions beneath the court surface.

Contractor: Andrew Stephan 1/5/2026
Court Project LLC Date

ACCEPTANCE OF PROPOSAL: The above prices, scope, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client: _____
Ballantrae CDD Date

EXHIBIT 6A

[RETURN TO AGENDA](#)

12/3/25, 10:45 AM

You received a new estimate! (#mentmore community)

From: "U-Need-Concrete" <messenger@message.squareup.com>

To: ballantrae2@tampabay.rr.com

Cc:

Bcc:

Priority: Normal

Date: Tuesday December 2 2025 10:26:56AM

You received a new estimate! (#mentmore community)

U-Need-Concrete

New Estimate

\$3,500.00

Estimate expires on January 1, 2026

*Next
Month*

[View Estimate](#)

Estimate #mentmore community sent

December 2, 2025

Customer

Ballantrae Community Garry

ballantrae2@tampabay.rr.com

Additional Recipients

unedconcrete1@gmail.com

Message

We look forward to working with you. U-Need Concrete will grind approximately 8 to 9 grindings also breakout and replace with new concrete of approximately 5 yards. This price includes demolishing, disposal and haul off of all old materials. It includes labor and new materials as well as sales tax is included. The concrete used will be of minimum specifications or greater that Pasco County requires. All concrete will be 3000 psi or greater and conform to Pasco County standards. It will have a broom finish and is expected to take one to two days to break out and prepare as well as haul off and demo and. One day to pour. Normally on the day of pour it can be stripped and cleaned and expansion joints put in, if a saw cut is required. It can be done within 24 hours.

Phase 1 grindings and replacement \$3,500.00

*We accept Zelle, Checks, cash or
debit/credit cards with a 3.5% fee. upon
approval and commencement of work ,
we require a 50% deposit \$1750 by your
choice of payment and the remaining
balance on the day of pour.*

Subtotal \$3,500.00

Total \$3,500.00

U-Need-Concrete

13164 Hexam Rd

Brooksville, FL 34613 United States

Please contact U-Need-Concrete about its privacy practices.



From: "Michael&Melissa Shaver" <unneedconcrete@gmail.com>
 To: "Ballantrae Community Development District Facility Manager Offices" <Ballantrae2@tampabay.rr.com>
 Cc:
 Bcc:
 Priority: Normal
 Date: Tuesday December 2 2025 10:38:33AM
 Re: Ballantrae

On Tue, Dec 2, 2025 at 9:59 AM Michael&Melissa Shaver <unneedconcrete1@gmail.com> wrote:

Our typical price is going to be \$125 per grinding anything under 1 inch for the raised concrete. We normally charge \$150 each for those, but since you guys have so many, we are willing to go down on the price to \$125. If the concrete is too bad to be ground down or if it will compromise the sidewalk or the situation, then it would be a bust out and repair those typically for a section 4 x 8 section are \$750 each. We will break the community down in phases. Phase one will be the section where we met Garry. You have approximately eight grindings that need to take place there on the sidewalk and in the entrance this includes the Sidewalk piece out in front that measures approximately 5 x 8 and then there are several sections on the interior one between the trees and the wall where the outlet is That section needs to be replaced. There's another section that is broken that needs to be cut out and replaced on any of those sections where half can be saved and only half needs to be reported. We will do that to save you money. If anything can be grind instead of replaced we will also do that to save you money. I will send you a proposal over in a few moments that shows phase one and what it includes when we remove concrete if there is a route or something obstructing underneath, we will remove that in the area, so it does not raise the concrete again. All these prices that I give you include Demolition they include haul off, Disposal is included, Replacement concrete is included in the price. If a pump is required. It's included. All labor is included materials, grinding, wheels, etc. everything is in the price and it also includes sales tax so there's no hidden fees. The price we give you is the price that you pay. When you get a chance, if you do accept our proposal, our normal policy is to charge 50% on the day that we start and the remaining balance on the day that we pour if you have a different idea for proposal for payment, you can run that by me and I can see if we can work with that That's typically what we do. Also, if you would please review our Feedback on Angi's ads it will reflect that Most of the customers that we have been working with Left us a five star review. We are a small family based Concrete company, we will make sure that you are happy with our work. My husband has 46 years in concrete experience and we aim to make sure that the customer is always happy if there's ever any issues that arise, please call me or text me. I'd be more than glad to come out take a look at it and get the problem resolved as soon as possible. We look forward to working with you guys and Ballantrae and getting these projects done for you.

On Tue, Dec 2, 2025 at 9:44 AM Michael&Melissa Shaver <unneedconcrete1@gmail.com> wrote:

Keep an eye on your email in about the next 30 minutes. You should get all of our proposals and everything over. I'm going to go ahead and send the phase one project over and then our price list. I apologize for the delay. I thought that it already went through and that we were just waiting for the meeting with the HOA that's why I didn't bother you about anything. I should've checked with you to make sure everything came across, but I'm glad that you messaged me. some reason it didn't go through the other day there's some kind of an error so I'm going to fix it all up right now and send it out to you just if you don't get anything by 11 o'clock please let me know and I will figure out how to get it to you if I need to send it to your cell phone I will. I checked the email and it is showing up as correct but it's showing up as server error so I'm not sure exactly what's going on with it but I'm going to get it fixed here.

On Mon, Dec 1, 2025 at 7:18 AM Michael&Melissa Shaver <unneedconcrete1@gmail.com> wrote:

I'll see if I can pull it up on my phone if not, it'll probably be later this afternoon around I'd say about 3 PM or so. I'll either drop it back up or go find it and see where it went. Did you happen to check the spam in the junk mail and everything make sure it didn't go in there

On Mon, Dec 1, 2025 at 7:17 AM Michael&Melissa Shaver <unneedconcrete1@gmail.com> wrote:

Ohhh.... I'm on another job site right now, but I'll have to get to my computer and look I sent one out. Maybe it didn't go for some reason. Yeah I sent that like a couple days after I talk to you after my husband and I met with you I sent that out.

On Mon, Dec 1, 2025 at 7:16 AM Ballantrae Community Development District Facility Manager Offices <Ballantrae2@tampabay.rr.com> wrote:
 I never received a proposal!!

 From: "Michael&Melissa Shaver"
 To: "Ballantrae Community Development District Facility Manager Offices"
 Cc:
 Sent: Monday December 1 2025 7:13:26AM
 Subject: Re: Ballantrae

Hey Garry

We still want to, just waiting to hear back if the bids got accepted or not, we aren't real far it's a straight shot up the park way, probably 40 minutes.

On Mon, Dec 1, 2025 at 7:11 AM Ballantrae Community Development District Facility Manager Offices <Ballantrae2@tampabay.rr.com> wrote:
 Garry here, just wondering if you'll be still interested in doing the work out here in Ballantrae? I thought it might be too far?

EXHIBIT 6B

[RETURN TO AGENDA](#)

Shopping Cart



Amazon Basics Classic Puresoft PU Padded Mid-Back Height Adjustable Office Computer Desk Chair with Armrest, 26\"D x 23.75\"W

Price

\$79.59

Business Price

In Stock

Shipped from: Amazon

Overnight

FREE delivery **Overnight 7 AM - 11 AM**

Arrives before Christmas

FREE Returns

Color: Black

Buy 8, save 2%

1

Delete Save for later Share

Subtotal (1 item): **\$79.59**

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. [Learn more](#)

Shopping Cart



Ash & Ember 384 Sq. In Park-Style Charcoal Grill, Single Post Barbeque Grill with Bolt-Down Base, Adjustable Grate Height with

In Stock

Shipped from: TitanBrands

FREE delivery **Mon, Dec 29**

Color: Grill + Base Anchor

Size: 384 Sq. in.

1

Delete

Save for later

Share

Price

\$415.79

Business Price

Save 23%

Clip Coupon

Subtotal (1 item): **\$415.79**

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. [Learn more](#)

EXHIBIT 6C

[RETURN TO AGENDA](#)

MAINTENANCE PROJECT PROPOSAL

DECEMBER 06, 2025

SCOPE OF WORK

TO PAINT ALL PARKING LOT WHITE LINES AND THE THREE
DISABLED PARKING SPACES.

COSTS

1. LINE PAINTING WAND	\$37.99
2. STRAIGHT LINE STENCIL	\$136.25
3. DISABLED BLUE PAINT	\$52.24
4. DISABLED STENCIL	\$36.09
5. WHITE SPRAY PAINT	\$47.60

TOTAL COST OF PROJECT **\$310.17**

PLEASE ALLOW A VARIANCE OF \$100.00 AS PRICES CHANGE

pushed
JAW

Shopping Cart



YOOLLE-TOOLS 2395000 Striping Line Painting Wand, Industrial Two-Wheel Striping Spray Paint Wand for Line Paint Stripe Ground,

In Stock

Two-Day

FREE delivery **Mon, Dec 8**

FREE Returns

Size: 34"

Buy 2, save 14%

1

Delete Save for later Share

Price

\$37.99

Typical price: ~~\$41.86~~

Savings: **\$3.87 (9%)**

Business Price

Save 5% on 2 select item(s) [Terms](#)



Pavement Stencils - 4 inch - Straight LINE Stencil - 4" x 216" x 1/8" (128 mil) - Pro-Grade - (Extra Long 18ft with Extra Wide 10" Overspray)

In Stock

Shipped from: STENCIL PROSTORE

FREE delivery **Tue, Dec 16**

Style: Pro-Grade - 1/8" (126 mil) thick

1

Delete Save for later Share

\$136.25



Rust-Oleum 6-Pack of 18 oz 263446 Industrial Choice Blue Inverted Striping Spray Paint

In Stock

Shipped from: Hearthshire

Buy 2, save 7%

1

Delete Save for later Share

\$52.24

Typical price: ~~\$55.47~~

Savings: **\$3.23 (6%)**

Government Price



36" x 36" (1-Pack), Handicap Parking Stencil, ADA Compliant, Reusable Roll-Up Waterproof Handicap Stencil for Parking Lot - Great

In Stock

Two-Day

FREE delivery **Mon, Dec 8**

FREE Returns

1

Delete Save for later Share

\$36.09

List Price: ~~\$39.99~~

Savings: **\$3.90 (10%)**

Business Price



Rust-Oleum 203030-12PK M1600/M1800 System Industrial Choice Precision Line Inverted Marking Paint 12-Pack, White

In Stock

Shipped from: Amazon

FREE delivery **Fri, Dec 12** for Prime members

Color: White

Size: 17 Ounce (Pack of 12)

Pattern Name: Solvent Based

1

Delete Save for later Share

\$47.60

List Price: ~~\$84.96~~

Savings: **\$37.36 (44%)**

Business Price

Subtotal (5 items): **\$310.17**

EXHIBIT 7

[RETURN TO AGENDA](#)

EXHIBIT 8

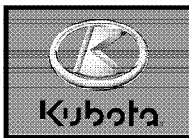
[RETURN TO AGENDA](#)

EXHIBIT 9

[RETURN TO AGENDA](#)

EXHIBIT 10

[RETURN TO AGENDA](#)



FLORIDA COAST EQUIPMENT

Florida Coast Equipment
3827 Land O' Lakes Blvd
Land O' Lakes, FL 34639
Phone: (813) 995-2533



Ship To: Ballantrae CDD
17611 Mentmore blvd
Land O Lakes FL 34638

Invoice To: Ballantrae CDD
17611 Mentmore blvd
Land O Lakes FL 34638

Branch 05 - LAND O' LAKES		
Date 01/03/2026	Time 9:08:08 (O)	Page 1
Account No BALLA014	Phone No	Est No 02 006960
Ship Via		Purchase Order
Tax ID No		
		Salesperson 735

ESTIMATE EXPIRY DATE: 02/01/2026

SERVICE ESTIMATE - NOT AN INVOICE

Stock #: 024266 UTILITY MS #: A5KA1DGAPNG016828
Make: KU Model: RTV520A
Is to have the following work done

DIAG

COMPLAINT:

Customer states the unit is a no-start condition, possibly related to the starter. Please inspect the unit and advise on necessary repairs. Also verify whether TSB-2024-030-E (RTV520 - engine running rough) applies and perform as required.

CAUSE:

Upon inspection, the main switch was found to be faulty and not functioning as designed. The switch is not consistently sending power to the starting circuit, preventing the unit from cranking and starting. Electrical connections were inspected and verified. Power and ground were confirmed. Failure was isolated to the main switch assembly.

Replacement of the main switch is required to restore proper starting operation

ADDITIONAL DESCRIPTION:

GARY 813-526-4714
17611 MENTMORE BLVD
LAND O' LAKES FL 34638
HAULING \$140.00
WARRANTY EXPIRED 2.2.2025
FIX AS FAIL: TSB-2024-030-E RTV520 Engine Running Rough

Part#	Description	Qty	Price	Amount
K7561-62210	SWITCH, SAFETY	1	34.82	34.82

Service Estimate & Invoice Terms:

I hereby authorize the repair labor, parts and materials as our best estimate. Estimates may change as we diagnose root cause of failure. I hereby authorize FCE to make recurring calls, texts and transmit to you at the phone number(s) provided on repair progress. Service Estimates are valid for 10 working days.
FCE employees may operate the above vehicle for the purpose of testing, inspection, or delivery at my risk. FCE will not be held responsible for loss or damage to equipment or articles left in the equipment.
Additional charges for shop supplies, disposal fees, and state battery fees will apply to the work order. Special Order parts are subject to a 20% Restock Fee. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

Service Release Policy:

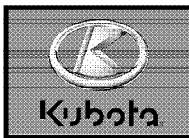
All repairs must be paid for in full prior to machine release. All deductibles are payable for Florida Coast Equipment. Terms Net 30 Days. Finance Charges are computed at a periodic rate of 2.0% per month, which is an annual rate of 24% on all balances over 30 days. Past due accounts are subject to a service charge of 2.0% per month, or the maximum rate permitted by applicable law, whichever is higher. We reserve the right to charge up to 3% credit card fee per invoice. A \$10 per day storage fee applied to work orders when machines are not picked up and paid for within 10 days after the work is completed. Florida Coast Equipment makes absolutely no warranties either express or implied, including those warranties of merchantability of fitness for a particular purpose, and customer acknowledges that the only warranties for property described above are those express warranties of the manufacturer, if any.
An express mechanic's lien is acknowledged on the above equipment to secure the amount of the repairs thereto. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.
By signing, I certify that I am authorized to use this account, to sign this receipt and that I agree that the total amount of this invoice is repayable in accordance with the Credit Agreement applicable to the account.

X

Ordered By

X

Received By



FLORIDA COAST EQUIPMENT

Florida Coast Equipment
3827 Land O' Lakes Blvd
Land O' Lakes, FL 34639
Phone: (813) 995-2533



Ship To: Ballantrae CDD
17611 Mentmore blvd
Land O Lakes FL 34638

Invoice To: Ballantrae CDD
17611 Mentmore blvd
Land O Lakes FL 34638

Branch 05 - LAND O' LAKES		
Date 01/03/2026	Time 9:08:08 (O)	Page 2
Account No BALLA014	Phone No	Est No 02 006960
Ship Via		Purchase Order
Tax ID No		
		Salesperson 735

ESTIMATE EXPIRY DATE: 02/01/2026

SERVICE ESTIMATE - NOT AN INVOICE

MISCELLANEOUS CHARGES:	Description	Price	Amount
	SHOP SUPPLIES	50.00	50.00
	HAULING	140.00	140.00
		Parts:	34.82
		Labor:	275.00
		Miscellaneous:	190.00
Authorization: _____		TOTAL:	499.82

Service Estimate & Invoice Terms:

I hereby authorize the repair labor, parts and materials as our best estimate. Estimates may change as we diagnose root cause of failure. I hereby authorize FCE to make recurring calls, texts and transmit to you at the phone number(s) provided on repair progress. Service Estimates are valid for 10 working days.
FCE employees may operate the above vehicle for the purpose of testing, inspection, or delivery at my risk. FCE will not be held responsible for loss or damage to equipment or articles left in the equipment.
Additional charges for shop supplies, disposal fees, and state battery fees will apply to the work order. Special Order parts are subject to a 20% Restock Fee. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

Service Release Policy:

All repairs must be paid for in full prior to machine release. All deductibles are payable for Florida Coast Equipment. Terms Net 30 Days. Finance Charges are computed at a periodic rate of 2.0% per month, which is an annual rate of 24% on all balances over 30 days. Past due accounts are subject to a service charge of 2.0% per month, or the maximum rate permitted by applicable law, whichever is higher. We reserve the right to charge up to 3% credit card fee per invoice. A \$10 per day storage fee applied to work orders when machines are not picked up and paid for within 10 days after the work is completed. Florida Coast Equipment makes absolutely no warranties either express or implied, including those warranties of merchantability of fitness for a particular purpose, and customer acknowledges that the only warranties for property described above are those express warranties of the manufacturer, if any.
An express mechanic's lien is acknowledged on the above equipment to secure the amount of the repairs thereto. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.
By signing, I certify that I am authorized to use this account, to sign this receipt and that I agree that the total amount of this invoice is repayable in accordance with the Credit Agreement applicable to the account.

X

Ordered By

X

Received By