

MINUTES OF MEETING

***BALLENTRAE HILLSBOROUGH COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING***

Tuesday, September 5, 2019 at 6:30 p.m.

Ballentrae Clubhouse

11864 Thicket Wood Drive

Riverview FL 33579

Board Members present at roll call:

Michael Cole	Board Member
Timothy Peterson	Board Member
Shamekia Keaton	Board Member

Also, Present:

Jennifer Robertson	Excelsior Community Management LLC
Patricia Cartwright	Excelsior Community Management LLC
Jason Sanford	Resident
Richard Haussling	Resident
Emmitt Walthall	Resident
Scott Hartigan	Resident
Deborah Caballero	Resident
Jorge Rodriguez	Resident
Reinier Gomez Morales	Resident
Dawn Drury	Resident via phone

FIRST ORDER OF ADMINISTRATION

Call to Order and Roll Call

The meeting was called to order. The Board Members and staff in attendance are outlined above.

SECOND ORDER OF ADMINISTRATION

Public Comment Period

There are no comments currently.

THIRD ORDER OF ADMINISTRATION

**Consideration of minutes from
the August 13, 2019 Board of
Supervisors Meeting**

Ms. Robertson mentions that she emailed it to the supervisors and no changes were suggested.

On MOTION by Mr. Cole, seconded by Mr. Peterson, with all in favor, the Board approved the minutes from August 13, 2019.

**FOURTH ORDER OF ADMINISTRATION Consideration of Resolution
2019-08**

Ms. Robertson explains this is the schedule for the 2019-2020 fiscal year. It is the second Tuesday of every month. The meetings will be at 6:30pm at the Ballentrae Clubhouse. A legal notice will be submitted with the schedule with Board approval.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved Resolution 2019-08.

**FIFTH ORDER OF ADMINISTRATION Consideration of Transition of
Supervisor Seats**

Robin Larson who held seat one with her term expiring November of 2020 has resigned and Amanda Cruz who held seat four with her term expiring November of 2020 also resigned.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved the motion to accept the resignations.

Ms. Robertson explains that a notice to submit resumes to fill the seats with an expiration date of September 3rd was posted and nothing was received. There was a hand delivered submittal at the meeting from Mr. Haussling. She suggests extending the timeline to October 1st for resume submittal and voting on it at the next board meeting.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved the motion to extend the deadline for resume submittals to October 1st.

**FIRST ORDER OF BUISNESS Public Hearing on Adoption of the
District's Fiscal Year 2019-2020
Budget**

A legal notice was posted in the newspaper that this public hearing on the formal adoption of the budget.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved the motion to open the public hearing to adopt the 2019-2020 budget.

**Consideration of Resolution 2019-09, Adopting the Fiscal Year 2019-2020 Budget and
appropriating funds**

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved the motion to approve Resolution 2019-09.

Consideration of Resolution 2019-10, Imposing 2019-2020 Assessments and Tax Roll Call

On MOTION by Mr. Cole, seconded by Mr. Peterson, with all in favor, the Board approved the motion to approve Resolution 2019-10.

SECOND ORDER OF BUISNESS

Ratification of Payment Authorization No. 176

Ms. Robertson explains this is the TECO and Landscaping invoices for the community.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved the motion to ratify Payment Authorization No.176.

STAFF REPORTS

District Manager-

1. Camera Policy – An updated camera policy from Bush Ross’s office was presented to the Board. Bush Ross suggested changing the name to “Surveillance Recording Request Policy.”

On MOTION by Mr. Peterson, seconded by Mr. Cole, with all in favor, the Board approved the motion to approve the Surveillance Recording Request Policy.

2. Shade Structure Quote for Playground – There were two types of shades quotes for the playground. A sail shade approx. \$45,000 and a Hip Shade would be approx. \$35,000. This proposal will be tabled for possible future consideration.
3. Workout Equipment Quotes – Prices run from \$299-\$4,000 per piece of equipment. That doesn’t include shipping, assembly or installation. This proposal will be tabled for possible future consideration.
4. Pavilion and Bench Quotes – The actual pavilion the Board was asking about, permit listed it as \$43,500. This proposal will be tabled for possible future consideration.
5. Landowners Meeting – Ms. Robertson explains that there is no election this year, meaning they are not required to hold a landowner’s meeting. However, the can if they choose too because they normally get more resident participation at those. They agree to make the November 12th meeting a Landowner’s Meeting.

6. Mitigation Areas SWFWMD – SWFWMD has done an inspection and seen some additional plant mortality so they are requiring Horner to add some additional plantings. This is not at the expense of the CDD, but the Board does need to sign off on it.

Supervisor Requests

Ms. Keaton asks where the clubhouse rental income can be found on the budget. Ms. Robertson explains it shows as revenue and goes into the operating account unless the Board votes to move it. She also asks to start getting new landscaping bids because the current contract is coming to an end. Ms. Robertson agrees.

Mr. Peterson asks about the TECO project, changing light poles from florescent to LED. Ms. Robertson relays that TECO's projected finish by date is late 2020 for all of Hillsborough County. This will bring the electricity bill down but will not change the lease amount for the poles.

Mr. Cole asks when they are going to drain the pool. Ms. Robertson explains it's hard to nail down a date because of weather. If a cold front comes through, they need to jump on it while they can.

There is some discussion on how close the landscapers should be getting to homeowner's fences and what part is the homeowner's responsibility. It is agreed that Swanson and Son should stay 12 inches from the fence and the homeowner would be responsible for that.

Mr. Cole also mentions the trees along Balm Riverview need to be steaked. He also asks about getting some fall decorations for the monuments. Ms. Robertson says they own the monument so they can do what they want with decorations. Mr. Cole suggests \$250 budget for fall decorations. There is discussion between the board about the fall decorations. Ms. Robertson suggests they draw up a plan and ECM's maintenance division can try do it or they could see if there are volunteers in the community who would be better suited.

On MOTION by Mr. Cole, seconded by Mr. Peterson, with all in favor, the Board approved a NTE of \$250 to decorate the exterior of the Clubhouse for fall.

Ms. Robertson suggests posting some bulletins to see if there are any residents who would like to get involved in the Holiday decorating for winter

Audience Comments

Ms. Drury asks that the community can be reminded where the bike racks are so children can use them. She also, thanks the CDD Board for giving access to the HOA for their meetings.

Mr. Haussling mentions that the new CDD Board and ECM have been a great asset to the community and he hopes that more people get involved. He also, suggests a bulletin board be added to the other mailbox kiosk as well. Mr. Cole explains that they are in talks to have the HOA put their bulletin board on that one.

Mr. Rodriguez asks about the dredging that he was told by the developer would happen to the pond behind his home. Ms. Robertson says that the last time it was investigated it was cost prohibited. Unfortunately, even though developers advertise the ponds as ponds, they are storm water runoffs and the Aquatics company is working on it the best they can without the dredging. The dredging would have to be worked into a future budget.

ON MOTION by Ms. Keaton, seconded by Mr. Cole, with all in favor, the Board adjourned the September 5, 2019 Board of Supervisor's Meeting for the Ballentrae Hillsborough Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman

