

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**

A meeting of the Board of Supervisors of Ballantrae Community Development District was held on **Monday, May 1, 2006 at 11:00 a.m.** at the Ballantrae Sales Center, 3003 Downan Pointe Drive, Land O'Lakes, FL 34638.

Present and constituting a quorum:

Fred Sikorski	Board Supervisor, Chairman
Theresa Lynn Collins	Board Supervisor, Vice Chairman <i>(joined the Meeting in Progress)</i>
Jim Bagley	Board Supervisor, Assistant Secretary
Bill Daskarolis	Board Supervisor, Assistant Secretary

Also present were:

Nils Hallberg	District Manager, Rizzetta & Company, Inc.
Dayne Piercefield	District Engineer, WilsonMiller, Inc.
Lee Thompson	Representative, M/I Homes

FIRST ORDER OF BUSINESS

Call to Order

Mr. Hallberg called the meeting to order and performed roll call.

SECOND ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting on April 3, 2006

Mr. Hallberg stated that the next item on the agenda was the consideration of the minutes of the Board of Supervisors' meeting on April 3, 2006. Mr. Hallberg asked if there were any additions, deletions, or corrections. Hearing none, he asked for a motion to approve.

On Motion by Mr. Sikorski, seconded by Mr. Bagley, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on April 3, 2006 for Ballantrae Community Development District.
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THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for April**

Mr. Hallberg stated that the next item on the agenda was the Operation and Maintenance Expenditures for April. He briefly reviewed the expenditures that occurred between March 1 and March 31, 2006 totaling \$37,990.18, stating that these cover expenses for the pool keys, District Management, Counsel and Engineering fees, the annual Trustee fee from SunTrust Bank, as well as invoices for pool maintenance, landscape maintenance and electrical service from Progress Energy. Following a brief discussion, Mr. Daskarolis made a motion to approve the April expenditures.

On Motion by Mr. Daskarolis, seconded by Mr. Sikorski, with all in favor, the Board approved the Operation and Maintenance Expenditures for April totaling \$37,990.18 for Ballantrae Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Series 2004
Construction Requisition #37**

Mr. Hallberg stated that the next item on the agenda was the consideration of the Series 2004 Construction Requisition #37 to Cornerstone Tree Farm in the amount of \$50,287.45. He explained that the requisition has been approved by both the Chairman and District Engineer and is part of their retainage. Mr. Hallberg asked if there were any questions. Hearing none, he asked for a motion to approve.

On Motion by Mr. Sikorski, seconded by Mr. Bagley, with all in favor, the Board approved the Series 2004 Construction Requisition # 37 for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of WilsonMiller, Inc.
Contract for District Engineering
Services**

Mr. Hallberg stated that at the last meeting, the Board authorized him to execute a contract with WilsonMiller, Inc. for District Engineering Services, providing the costs were comparable with the contract with GeoSurv3, Inc. prior to the merger. He explained that in comparing the two contracts, he discovered that the costs had increased, so he brought the matter back to the Board for further discussion. *(Ms. Collins joined the meeting)*

Mr. Piercefield stated that WilsonMiller, Inc. has asked each of its Districts to sign new contracts after the merger with GeoSurv3, Inc. He reviewed the rate structure proposed by WilsonMiller, Inc., stating that the proposed rate of \$145 an hour is an increase from the \$128 an hour charged by GeoSurv3, Inc. and represents the fee for a junior level engineer. Mr. Piercefield explained that on page three of the agreement the term "consulting engineer" is being used; however, WilsonMiller, Inc. is allowing Districts to name himself as the consulting engineer.

Following a brief discussion, Mr. Sikorski made a motion to approve the WilsonMiller, Inc. contract with Mr. Piercefield being named as the consulting engineer for the District.

On Motion by Mr. Sikorski, seconded by Ms. Collins, with all in favor, the Board approved the contract with WilsonMiller, Inc. for District Engineering Services for Ballantrae Community Development District.

SIXTH ODER OF BUSINESS

Consideration of Establishing a Policy for Clubhouse Rentals

Mr. Hallberg stated that the next item on the agenda was the consideration of establishing a policy for Clubhouse Rentals for residents only. He explained that at the last meeting the Board decided to review the various usage policies from other Districts before taking any action regarding establishing a rental Policy for the District. Mr. Hallberg stated that he clarified with the liability insurance carrier that it would be acceptable for the District to allow alcoholic beverages at functions. They recommended that the host provide a copy of his/her homeowner's policy making them co-named insured. Mr. Hallberg recommended that alcohol not be allowed at the pool, but be restricted to function rooms only. He stated that the District can allow alcohol on the property but cannot sell it. A brief discussion ensued.

Ms. Collins presented her recommendation for the clubhouse rental fee structure based upon the need to have staff present. She recommended that the resident fee be set as \$150 with a \$150 standard deposit and a \$500 deposit if alcohol is being served. Mr. Hallberg asked if the fee was a flat fee regardless of whether the rental was for an hour or the whole day. Ms. Collins stated that it would be for a half-day rental. Following a brief discussion, it was decided to set the fee at \$25 for daytime rentals and \$50 for after hour rentals between 6 and 10 p.m. Rental fees are based on a four hour maximum time period; functions lasting longer than four hours will be charged additional rentals based on the total number of hours requested. It was stated that the pool and other facilities are available to the renters, but not exclusively. The deposits were set at \$150 for standard rentals and \$250 for functions serving alcohol. Mr. Sikorski recommended that the Board reserve the right to waive the fee for any sanctioned District or Homeowners' Association event.

On Motion by Ms. Collins, seconded by Mr. Bagley, with all in favor, the Board approved a rental policy for clubhouse use by residents; setting a \$25 for daytime rentals and \$50 for after hour rentals between 6 and 10 p.m. Rental fees are based on a four hour maximum time period; functions lasting longer than four hours will be charged additional rentals based on the total number of hours requested, charging a \$150 deposit for standard rentals and \$250 for functions serving alcohol and reserving the right to waive the fee for any sanctioned District or Homeowners' Association event for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Not present.

- B. District Engineer
No Report.

- C. District Manager
Mr. Hallberg reviewed the accounting procedures that were put into place to ensure that invoices are paid on a timely basis and have been approved by Mr. Thompson. He stated that the accounting department has noted payment dates for those vendors with deadlines to prevent the addition of any late fees.

Mr. Hallberg stated that he will be meeting with Mr. Thompson regarding the specifications for landscape maintenance as part of the budgeting process this month.

Mr. Hallberg reviewed the job description for the District Field Manager, stating that he included a draft version in the agenda packet. He explained that the one requirement that he recommends not be amended would be that the individual is required to have a Certified Pool Operator's license. Mr. Hallberg recommended that the individual be hired full-time at a salary range of \$30,000 to \$33,000. He explained that it would be difficult to find anyone willing to do a 4 day/3 day split as originally suggested by the Board, but a 5 day / 2 day split should be possible. Mr. Hallberg stated that the part-time person could be a resident of the community. A brief discussion ensued regarding what benefits might need to be offered this individual. Further discussion ensued regarding the timing for bringing this person online. Mr. Hallberg recommended that the Field Manager be brought online in June. Mr. Daskarolis inquired where the funds to pay this individual would be obtained. Mr. Hallberg stated that there are enough funds in the recreational account to cover this expense as the recreational facility is opening later than what was anticipated when the budget was prepared.

Mr. Sikorski made a motion to authorize District Staff to advertise for the position of a full-time Field Manager for the District as discussed.

On Motion by Mr. Sikorski, seconded by Mr. Daskarolis, with all in favor, the Board authorized District Staff to advertise for the position of a full-time Field Manager (as discussed) for Ballantrae Community Development District.

Mr. Hallberg stated that he would be presenting the Fiscal Year 2006/2007 proposed budget at the next meeting.

EIGHTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Mr. Hallberg stated that the next item on the agenda was Supervisor requests and audience comments. He stated that there were no new audience members present.

Mr. Hallberg asked if there were any Supervisor requests. Mr. Daskarolis inquired if the contractor involved in the hazardous spill was notified in writing. Mr. Hallberg stated that they have been notified. Mr. Sikorski recommended that the homeowner be contacted and notified that they will be held responsible for damages should the contractor not pay. He asked that the fee charged by WilsonMiller, Inc. to evaluate the damage be included in the costs.

Mr. Sikorski asked for clarification regarding the budget process and the timeframe for approving the final budget and sending the assessment roll to the tax collector. Mr. Hallberg explained that once the proposed budget is approved, there is a mandatory 60-day waiting period before the final budget can be approved. He stated that the TRIM notices, which are based upon the proposed budget amount are due to the County by July 1st. Mr. Hallberg explained that the final budget amount can be lowered, but not raised. Mr. Hallberg stated that he will be working with Mr. Thompson to prepare the proposed budget before the June 5th meeting, with the plan of approving the final budget in August. Ms. Collins stated that both the June and August meetings are evening meetings. A brief discussion ensued.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Hallberg stated that there was no other business scheduled to come before the Board. He asked for a motion to adjourn the meeting.

On Motion by Ms. Collins, seconded by Mr. Daskarolis, with all in favor, the Board adjourned the Board of Supervisors' meeting at 11:45 a.m. for Ballantrae Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman