

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, December 7, 2009 at 6:31 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, Assistant Secretary
Kelly Moseley	Board Supervisor, Assistant Secretary
Steve White	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc. <i>(joined the meeting in progress)</i>
Nils Hallberg	Operations Manager, Rizzetta & Company, Inc.
Bill Fletcher	Maintenance Manager
Paul Woods	Representative, OLM
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Flateau called the meeting to order and Mr. Hallberg read the roll call.

Mr. Flateau stated that the resident requesting permission to offer tutoring at the clubhouse is not in attendance and therefore that item would not be discussed this evening.

SECOND ORDER OF BUSINESS

**District Counsel and District Engineer
Reports**

- A. District Counsel
Mr. Robin provided a brief update on the status of pending litigation, stating that it appears that the case will be transferred to the Hillsborough complex litigation division.

Mr. Robin asked that the discussion on the RFP for Management Services be tabled until Mr. Brizendine arrived as he was bringing the latest revisions to the meeting.

THIRD ORDER OF BUSINESS

Presentation of November landscape Reports

Discussions were held regarding the November Landscape Maintenance Report. The Board questioned whether it was necessary to include so many pictures now that the level of service is up to requiring only standard maintenance issues. It also requested that a chart be included in the monthly report outlining the status of works in progress and whether they require Board approval or vendor actions.

(Mr. Brizendine joined the meeting in progress.)

FOURTH ORDER OF BUSINESS

Update on Status of RFP for Management Services

Mr. Robin reviewed the Bid Package prepared for use as part of the selection process. He emphasized that even though the package contains an evaluation criteria sheet, the Board is not bound to select the firm based on those criteria and it is intended to act as a guide only.

Discussions were held regarding the details of the scope of service, the publication date for the ad, submittal date for the proposals, and dates for evaluating them and holding interviews prior to the Board's final decision. It was decided to run the advertisement on December 11, 2009 with proposals due to Mr. Robin on January 15, 2010. The Board also decided to hold a workshop on February 22, 2010 at 6:30 p.m. to evaluate the proposals and to invite the top three candidates to present brief presentations and respond to Board questions at a special Board meeting to be held on March 15, 2010 at 6:30 p.m. Both meetings will be held at the clubhouse located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Management

Mr. Flateau sought clarification on the summary information that was provided to the Board from Mr. Woods of OLM. Mr. Woods spoke to the experience and performance history of Greenbriar Landscaping as the lowest bidder, stating that it is a qualified firm. Mr. Robin sought and received confirmation that Greenbriar meets all of the qualifications included in the bid package.

Mr. Garrison from Greenbriar responded to Board questions, stating that an 8 man crew with a supervisor would be assigned to the District and that the firm would be on site 3 days per week 52 weeks a year. He stated that the Greenbriar operation's manager would be the point of contact for the Board. The Board indicated its preference for the days to be consecutive and be scheduled Wednesday through Friday if at all possible.

Discussions were held regarding various items included in the bids and the contract. Mr. Robin stated that the contract calls for the contractor to be paid 100% if the inspections are not completed by OLM. He explained that this protects the contractor by ensuring that the inspections are performed by trained horticulturists, etc.

Mr. Robin reminded the Board that under Florida Statutes the Board is required to either accept the bid of the lowest qualified responsive bidder or reject all of the bids and it has been established that Greenbriar has met those standards. Mr. Wood confirmed that his company found no inconsistencies in the information contained in the bid packages for any of the firms submitting proposals.

On a Motion by Mr. Levy, seconded by Mr. White, with three in favor and one against (Kelly Moseley), the Board of Supervisors awarded the contract for Landscape Management Services to Greenbriar Landscaping for Ballantrae Community Development District.

Discussions were held regarding whether to retain OLM to perform the monthly inspections and thereby keeping the performance base portion of the contract in affect. Mr. Robin recommended that the District include a clause in the contract retaining the right to add the inspection portion of the service at a future date.

The Board agreed to utilize the three year alternative pricing option with Greenbriar that includes irrigation.

On a Motion by Mr. Levy, seconded by Mr. White, with three in favor and one against (Kelly Moseley), the Board of Supervisors accepted the alternate pricing including irrigation from Greenbriar for three years for Ballantrae Community Development District.

(Mr. Robin and Mr. Hallberg left the meeting.)

SIXTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisor's Meeting on November 2,
2009**

On a Motion by Mr. White, seconded by Ms. Moseley, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on November 2, 2009 as amended for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

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

District Staff responded to questions regarding individual invoices.

On a Motion by Mr. White seconded by Mr. Levy, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for November totaling \$45,425.32 for Ballantrae Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposals to Seal Pool
Pavers**

Mr. Brizendine presented the information regarding the references on the firms submitting proposals to seal the pool pavers that the Board requested be obtained.

On a Motion by Mr. White seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the proposal from ACP Paving to seal the pavers at the pools for Ballantrae Community Development District.

A brief discussion ensued regarding the proposals for broad scope ant treatments for the District. No Board action was taken on these proposals.

NINTH ORDER OF BUSINESS

Other Staff Reports

A. Maintenance Supervisor

A discussion was held regarding the information contained in the maintenance log for the period of November 16th – 22nd and the need to refine the log to discern what is being done every hour that he is on duty.

B. District Manager

Mr. Brizendine informed the Board that the District has received two checks from the Tax Collector totaling roughly \$29,000, which includes approximately \$16,290 in Operation and Maintenance funds.

Mr. Brizendine informed the Board of a letter that was received from an attorney regarding a minor who was assaulted at the Ballantrae park on October 28, 2009. He stated that he has forwarded the letter on to District Counsel and the District's insurance provider, Stahl & Associates. Mr. Fletcher was asked to preserve any data available for that date if still available.

Mr. Brizendine provided a brief update on the interest rates available for reserve funds at the various banks, stating that SunTrust has the best interest rate at 2% for CDs. He recommended that the Board move those funds currently invested in treasury accounts that are only earning .1% now. He stated that once the majority of the General fund monies have been received it might make sense to consider doing some staggered CD accounts.

On a Motion by Mr. White seconded by Mr. Levy, with all in favor, the Board of Supervisors authorized District Staff to move the funds currently invested in treasury accounts to SunTrust for Ballantrae Community Development District.

TENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Mr. Flateau stated reported that construction has begun for the traffic light and it is expected to be completed by early March as utility lines and stormwater drains need to be relocated. He also stated that the County is holding public hearings on January 26, 2010 and February 9, 2010 to establish parking fines for County roads. The proposed fines would be \$15.00 for a first offense and \$30 for a second one. The fines would be for any obstruction of the sidewalk.

Mr. Flateau commented on feedback that he has been receiving regarding the lack of holiday lighting, stating that he has been telling residents that holiday lights were considered a non-essential expense for the District and residents attending the public hearing on the budget requested that funding for them be removed from the current fiscal year budget.

The Board requested that District Staff obtain a price for soil sensors and ask Ameriscape to turn off the irrigation controllers for one week. They also asked that an update on the status of approved proposals from Ameriscape be provided.

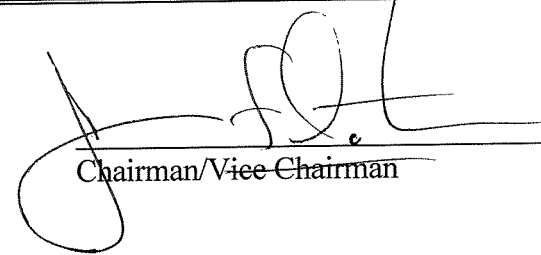
The Board entertained audience comments with no Board actions being taken.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors adjourned the meeting at 9:34 p.m. for Ballantrae Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman