

**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, March 1, 2010 at 6:30 p.m.** at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638.

Present and constituting a quorum:

James Flateau	<b>Board Supervisor, Chairman</b>
Amanda Battistoni	<b>Board Supervisor, Vice Chairman</b>
Kelly Moseley	<b>Board Supervisor, Assistant Secretary</b>
Steve White	<b>Board Supervisor, Assistant Secretary</b>
Richard Levy	<b>Board Supervisor, Assistant Secretary</b> <i>(joined the meeting in progress)</i>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tonja Stewart	<b>District Engineer, WilsonMiller, Inc.</b>
Bill Fletcher	<b>Maintenance Manager</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**District Engineer's Report**

Ms. Stewart outlined a five year program to help bring the ponds throughout the community into compliance of the water quality standards that Districts are expected to be required to maintain in the near future. She recommended starting with aquatic plantings and the removal of nuisance vegetation, stating that it will also be important to educate residents and those providing landscape services regarding the use of approved fertilization products to prevent runoff from the common areas and residential yards that may adversely affect the water quality. Ms. Stewart stated that the aquatic planting will not only assist with improving water quality, but will help stabilize the pond banks thereby reducing erosion issues.

*(Mr. Levy joined the meeting in progress.)*

A brief discussion ensued regarding the cost of installing the aquatic plants and removal of the cattails, as well as the optimal time to proceed with the planting. Ms. Stewart explained that there are approximately 38,000 linear feet of pond banks throughout the community and estimated that the total cost to complete the plan would be approximately \$35,000 at the standard price of \$1.00 a plant. However, she currently has the ability to obtain the plants at a cost of \$.55 a plant and would like to purchase \$7,500 worth of plants to start the planting in April or May, with the remaining plants being installed over a period of five years. It was stated that the reduced price may only be available for this year. The Board decided to utilize some of its reserve funds or the savings from the new landscaping contract to do all of the aquatic planting this year rather than spreading it out over five years. A request was made that Ms. Stewart provide a planting design with a not-to-exceed amount of \$22,000, including pictures of the plants, at the next meeting. The Board also requested that District Management research the proposals to remove the cattails in the ponds not treated last year and determine if they are still valid.

On a Motion by Mr. Levy, seconded by Mr. Levy with all in favor, the Board of Supervisors authorized the District Engineer to develop an aquatic planting plan to be presented at the April meeting for Ballantrae Community Development District.

Ms. Stewart reported that the Chairman had authorized Entrix to review the SWFWMD files regarding the findings by the Army Corp of Engineers, discussed during last months meeting, at a cost of \$1,000.00. Following Entrix's review of the SWFWMD permits for the wetlands, the Army Corp of Engineers have agreed that it is not necessary for the District to remove all of the nuisance or exotic vegetation from the wetlands, which was projected to cost approximately \$26,000.00. However, the permit is still in the Developer's name and needs to be transferred to the District and there is a recorded conservation easement over a portion of the permit. She stated that the Army Corp of Engineers is requesting that a new conservation permit be obtained that contains some verbiage specific to them. Ms. Stewart stated that she is working with M/I Homes and District Counsel on these two matters and will bring something back to the Board next month for approval. A brief discussion ensued.

A brief discussion ensued regarding the establishment of a reserve account to cover future repairs to the District's assets and the route that the Board wants to go as far as funding for these types of repairs. It was stated that while the District has a reserve account it has not been earmarked for specific future use at this time. A request was made that estimates for future repairs, such as resurfacing the pool and roof repairs be obtained so that the Board can make a more informed decision regarding this matter. It was noted that any repairs to sidewalks in residential areas are the responsibility of the homeowner and not the District.

Ms. Stewart stated that she has not completed an inspection of the District's stormwater systems as the water levels are too high.

*(Ms. Stewart left the meeting)*

**THIRD ORDER OF BUSINESS**

**Presentation on Brighthouse Event**

Representatives from the community and the HOA addressed the Board regarding a social event being planned for the community and sponsored by Brighthouse. Discussions were held regarding the types of activities planned, the need for the District to obtain proof of insurance and licensing for vendors providing services during the event, caterer parking and drainage concerns, clean up after the event, advertising for the event and any signage that vendors might want to install during the event. It was stated that any signage would have to meet all County regulations and be present only the day of the event. The Board emphasized that while it was willing to allow the event to take place on District property, it was not endorsing the plans or accepting any liability for anything that might occur during it. The HOA requested access to the outdoor electrical service and that the outside music is turned on during the event.

On a Motion by Mr. Levy, seconded by Mr. White with all in favor, the Board of Supervisors approved the HOA's request to hold a community social event on April 17, 2010, sponsored by Brighthouse, on District property providing all required proof of insurance and/or licensing is provided by all vendors providing services during the event and any signage meets County regulations for Ballantrae Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting on February 1, 2010**

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 February 1, 2010 for Ballantrae Community Development District.

Mr. Flateau asked that a motion be made to accept the minutes of the workshop meeting on February 22, 2010.

On a Motion by Ms. Moseley, seconded by Mr. White, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's workshop held on February 22, 2010 for Ballantrae Community Development District.

Mr. Flateau asked that a motion be made to cancel the special meeting scheduled on March 15, 2010 in keeping with the discussions outlined in the workshop minutes.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors cancelled the special meeting scheduled on March 15, 2010 for Ballantrae Community Development District.

**FIFTH ORDER OF BUSINESS**

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

Staff responded to questions regarding various invoices and a brief discussion ensued regarding the terms of the OLM Agreement. A request was made that a representative from Prager, Sealy & Co. or Rizzetta & Co. attends the next meeting to discuss their bond.

On a Motion by Ms. Battistoni, seconded by Mr. White, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for February totaling \$74,872.31 for Ballantrae Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Old Business**

Discussions were held regarding the selection of a management firm and revisions to the existing clubhouse policies. The Board expressed its desire to enter into a three year contract with Rizzetta & Company based on the terms of their proposal. The following Board action was taken:

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors accepted the proposal from Rizzetta & Company, Inc. for District Management Services over the next three years for Ballantrae Community Development District.

Regarding the current clubhouse policy, the Board decided to remove the Ballantrae HOA from its current listing of governmental events (for the purposes of establishing rental fees) and to list them under community groups non-commercial use since the HOA is not a governmental agency. Mr. White requested that the words its agents be added to the 2<sup>nd</sup> sentence on page 6 so it reads "deemed necessary by the Board or its agents". It was noted that a public hearing to discuss reducing the evening rental fees to coincide with day time rates was scheduled on April 5<sup>th</sup> during the regular meeting.

**SEVENTH ORDER OF BUSINESS**

**Review of February Landscape  
Maintenance Report**

Mr. Brizendine led discussions regarding the February Landscape Inspection Report and the proposals being presented to address some of the issues noted in that report. It was noted that the full extent of the freeze damage won't be known until April and the scale on the Magnolia trees is responding to the treatments. The proposals addressed moving some of the plants around the pool deck to locations outside of the deck if possible, replacing some of the Loropetalum, replacing the Crepe Myrtle in Castleway and to replace the missing Simpson Stoppers as noted in the January inspection. The Board requested that the summary report included at the end of the report begin with the most current inspection and that items recently completed be shown in a different color for easy identification. The following Board actions were taken:

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved four proposals totaling \$1,587 from Greenbriar Landscaping to address issues reported in the monthly inspection report for Ballantrae Community Development District.

It was noted that the Crepe Myrtle can be replaced now but everything else will have to wait a couple of months. A request was made to remove the first tree as you enter Castleway.

**NINTH ORDER OF BUSINESS**

**Other Staff Reports**

**A. Maintenance Supervisor**

Mr. Fletcher provided a brief overview on the status of repairs stating that he has requested proposals to repair the drain on the pool deck and to replace the broken tile. He stated that the tennis court fence has been replaced, the faucets installed, and the security cameras have been installed at the Straiton pool area. Mr. Flateau stated that the Straiton HOA is not putting in the phone service at the cabana so it is not currently being fed into the system. Mr. Fletcher was asked to contact Brighthouse regarding this matter. A brief discussion ensued regarding the vine removal on the walls and the ability of the District to maintain the walls on the residential side.

**B. District Manager**

Mr. Brizendine reviewed the financial status and summary report, stating that through January about 93% of the tax roll has been collected. He explained that he pulled out the capital expense data out of the graph as it skews the presentation of the information. Mr. Brizendine reviewed why the monthly O & M expenses do not tie to the monthly summary report, stating that the summary report includes accrued amounts for standard contracts in addition to the actual expenses, should actual invoices not be received that month.

Mr. Brizendine followed up with the Board regarding vendors that have requested to use the facilities, stating that he has not been able to get in contact with the individual requesting to offer tutoring services. Mr. Fletcher stated that she has been using the facilities and the Board requested that she be contacted and informed that she can no longer use the facilities until the agreement has been signed.

Mr. Brizendine stated that Tampa Area Performance Swimming has requested that they be allowed to offer Ballantrae residents a 10% discount rather than the 20% requested by the Board. Mr. Flateau stated that he would like to know the actual amount of money that this represents before making a decision. The Board authorized Mr. Flateau to make the final decision pending receipt of the requested information. Mr. Brizendine stated that they are also requesting to run a Mity Tots program immediately following the other program at no additional fee. Mr. Fletcher was asked to contact Ms. Koutras, from the program, to determine what her needs would be so he can determine if the program would conflict with other programs being offered at that time.

The Board indicated that it would allow the program if there was not a conflict.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Mr. Flateau updated the Board on the status of the street light at the intersection of Mentmore Boulevard and S.R. 54. A brief discussion ensued regarding speeding concerns and alternatives available to address the issue.

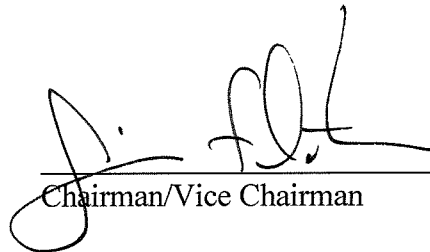
There were no audience comments.

**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 8:50 p.m. for Ballantrae Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman