

**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, May 3, 2010 at 6:35 p.m.** at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638.

Present and constituting a quorum:

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|-------------------|--|
| James Flateau     | <b>Board Supervisor, Chairman</b>            |
| Amanda Battistoni | <b>Board Supervisor, Vice Chairman</b>       |
| Kelly Moseley     | <b>Board Supervisor, Assistant Secretary</b> |
| Richard Levy      | <b>Board Supervisor, Assistant Secretary</b> |
| Steve White       | <b>Board Supervisor, Assistant Secretary</b> |

Also present were:

|                  |   |
|------------------|---|
| Scott Brizendine | <b>District Manager, Rizzetta &amp; Company, Inc.</b>   |
| Nils Hallberg    | <b>Operations Manager, Rizzetta &amp; Company, Inc.</b> |
| Tonja Stewart    | <b>District Engineer, WilsonMiller, Inc.</b>            |
| Bill Fletcher    | <b>Field Manager</b>                                    |
| Artie Crouse     | <b>Representative, Greenbriar Landscaping, Inc.</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**

**Discussion on Landscape Maintenance Report; Discussion with Greenbriar Landscape, Inc. regarding landscaping Issues and Expectations**

Mr. Flateau stated that in his opinion Greenbriar is doing a good job and conditions are continuing to improve. He stated that Mr. Hallberg prepares a monthly report following a site inspection on the third Monday of each month. Mr. Flateau stated that it was hoped that this schedule would provide enough time for Mr. Hallberg to send the report to the landscape vendor and for the landscape vendor to respond as to how it plans to address each issue; Mr. Hallberg would then prepare a final report during the fourth week of the month so that it is available for the Board's review at the meeting.

Mr. Flateau stated that Mr. Hallberg has reported that he is not receiving feedback from Greenbriar in time to finalize his report. General discussion ensued. Mr. Flateau asked Mr. Crouse if Greenbriar would be able to respond to Mr. Hallberg within two business days after the report is received. Mr. Crouse stated that would not be a problem.

Mr. Flateau asked Mr. Crouse for the status on receiving a plan for the re-landscaping of the front entrance. Mr. Crouse stated that the proposal for the re-design is almost completed.

Mr. Flateau asked Mr. Crouse to check to see if they are incorrectly mowing an area behind 3710 Duke Firth, which should not be mowed per the Southwest Florida Water Management District. A brief discussion ensued. Mr. Fletcher stated that the contractor had previously been mowing that area. Mr. Crouse stated that the area is now being mowed correctly.

Mr. Hallberg briefly reviewed the monthly Landscape Maintenance Report for the Board. Mr. Crouse provided information regarding Greenbriar's response to the action items. General discussion ensued. No formal Board action was taken.

Mr. Crouse stated that at the Board's June meeting Greenbriar would provide proposals for the re-design of the main entrance, as well as removing the hump near the Clubhouse and re-sodding the area.

It was stated that there is a problem with children trampling plants at the bus stop. General discussion ensued. Mr. Flateau suggested installing a warning sign. An Audience Member suggested that the Pasco County Schools' Transportation Department might be able to provide some support with regard to this issue.

### **THIRD ORDER OF BUSINESS**

### **District Counsel and District Engineer Reports**

A. District Counsel  
No report.

B. District Engineer

Ms. Stewart stated that the aquatic planting program has started. She reviewed the varieties of aquatic vegetation that will be installed. General discussion ensued. Ms. Stewart stated that it will take a number of years for the aquatic vegetation to mature; she stated that the water quality is also affected by the pesticides and fertilizers that are applied by the contractor in the common areas as well as the residents in their yards. She suggested that Greenbriar advise the Board as to which chemicals they are using and how they will affect the quality of the runoff into the stormwater ponds. Further discussion ensued.

Ms. Stewart recommended that the Board consider replacing the street signs over time to improve the reflectivity to meet new standards. A brief discussion ensued. It was noted that the County will replace the signs as needed; however, these would be basic and not decorative. No formal Board action was taken.

Ms. Stewart stated that she had just received a resident request to investigate a drainage issue and she would follow-up on that request. General discussion ensued. No formal Board action was taken.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting on April 5, 2010**

Mr. Flateau noted a few errors in the minutes and Mr. Brizendine stated that the corrections would be made.

On a Motion by Ms. Battistoni, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on April 5, 2010 (as amended) for Ballantrae Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for April 2010**

On a Motion by Mr. White, seconded by Ms. Moseley, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for April 2010 totaling \$44,935.15 for Ballantrae Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of New Business**

Discussions were held regarding the recommendation of the Audit Committee and renewing the agreement for the Zumba class. The following Board actions were taken:

On a Motion by Ms. Moseley, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the recommendation of the Audit Committee with respect to the Audit Proposal Instructions, the due date of May 27, 2010 for the auditing services proposals, and the Evaluation Criteria, including price, for Ballantrae Community Development District.

On a Motion by Mr. Levy, seconded by Ms. Moseley, with all in favor, the Board of Supervisors approved the renewal of the Agreement for Zumba Class with no changes for Ballantrae Community Development District.

Mr. Brizendine briefly reviewed the preliminary budget for Fiscal Year 2010/2011. He stated that the Operations and Maintenance Budget is proposed at \$190,085.00 for Administrative Expenses, \$788,790.00 for Field Operations and \$70,241.00 for Contingency for a TRIM notice. Mr. Brizendine stated that the total amount assessed would be \$899,116.00 after the \$150,000.00 balance forward is applied and there is no increase from last year's budget.

Mr. Brizendine reviewed the Administrative Expenses and stated that there was a reduction in the total due in part to the reduction in fees for District Management. He stated that he included an estimate of \$50,000.00 for litigation legal fees; however, that amount had not been confirmed by District Counsel. Mr. Brizendine stated that further information will be provided prior to the June meeting. He stated that the expenses for District Engineer and District Counsel are based on current year history to date.

Mr. Flateau requested that the \$10,000.00 for Litigation Engineer, which had been removed, be included in the budget as a precaution. He also recommended that the \$200.00 website expense be included in the budget and renamed "website hosting".

Mr. White requested that a column be added to the spreadsheet comparing the proposed budget to the projected expenses for 2009/2010.

Mr. Brizendine reviewed the Field Operations Expenses. He stated that contract-related expenses are based on actual contractual totals. Mr. Brizendine noted that he included a 5% inflation increase for utility expenses. He briefly reviewed the Contingency line items. Mr. Flateau asked a question regarding the reduction in the reserve funds. Mr. Brizendine stated that the District has allocated \$25,000.00 per year for the previous three years to the Capital Reserve and the 2010/2011 budget would add another \$38,827.00. He stated that he prepared an Asset Reserve Schedule estimating capital improvement expenses such as resurfacing the pool and replacing the roof and he felt there would be sufficient reserves for those expenses.

Mr. Brizendine stated that line 158 is for \$70,241.00 for Contingency for TRIM notice, which is approximately 10% of the Field Operations subtotal. He stated that this allows the District some flexibility from the point when the Proposed Budget is submitted for the TRIM notice until the time that the budget is finalized. Mr. Flateau stated that in his opinion if the \$70,241.00 is not needed for the TRIM it should be added to Contingency rather than zeroed-out since that would result in a decrease in the assessment. General discussion ensued.

Mr. Brizendine briefly reviewed the Debt Service Budget for the Board.

Mr. Flateau stated that there are a number of items on the District's "wish list", including a wading pool, a splash pool, a new Clubhouse, and a fitness center. He stated that there has also been some discussion about relocating the playground away from the basketball court. Mr. Flateau recommended hiring an architect to provide an overall design plan. The Board requested that Mr. Brizendine provide an estimate of architect's design fees at the next meeting.

Mr. Flateau suggested that the Board consider hiring a pool monitor to enforce the District's rules. General discussion ensued. A suggestion was made that the Board consider switching to a photo ID system in the future. Further discussion ensued. No formal Board action was taken.

An audience member asked whether there was going to be a dog park and also whether the District was going to install seasonal lighting for SR 54 and Ballantrae. General discussion ensued. Another audience member asked a question regarding installing rubber mulch under the swings on the playground. Mr. Brizendine stated that an estimate of \$17,000.00 had previously been obtained for the installation of rubber mulch. A brief discussion ensued. No formal Board action was taken.

Mr. Brizendine briefly reviewed the Asset Replacement Reserve Chart for the Board; he noted that those costs tie in to the Capital Reserve line item. Following a brief discussion, the Board decided to table Resolution 2010-03 at this time to allow time for further review of the preliminary budget.

**SEVENTH ORDER OF BUSINESS**

**Other Staff Reports**

A. Maintenance Manager

Mr. Fletcher stated that he had received one verbal proposal for painting the boundary wall for \$610.00. General discussion ensued. It was determined that Ms. Battistoni will work with Mr. Fletcher to draw up a scope of services for the painting.

Mr. Fletcher estimated that the cost for the picnic table would be approximately \$700.00 to \$800.00. General discussion ensued.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the purchase and installation of a plastic or metal square picnic table for the gazebo at a not-to-exceed cost of \$900.00 for Ballantrae Community Development District.

General discussion ensued regarding the installation of benches. Mr. Brizendine estimated the cost to install eight benches at approximately \$4,800.00. The Board determined to install eight six-foot benches with the “fancy” feet.

Mr. Fletcher stated that the basketball goal has been damaged; he estimated a cost of approximately \$810.00 for repairs.

On a Motion by Mr. White, seconded by Ms. Moseley, with all in favor, the Board of Supervisors approved the repairs to the basketball goal in a not-to-exceed amount of \$810.00 for Ballantrae Community Development District.

B. District Manager

Mr. Brizendine briefly reviewed the Financial Status and Summary Report for the Board. He reported that the District received a check from the Tax Collector’s office in April, which is not reflected on the report; he stated that the District has now received \$864,653.00 of the O&M funds and \$659,049.00 of the Debt Service funds, or approximately 96% of what was on the Tax Roll.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Audience comments were entertained. No formal Board action was taken.

Mr. Flateau recommended that the August Board Meeting be rescheduled for the second Monday in August in order to meet the statutory requirement of sixty days between approving the proposed budget and holding the public hearing.

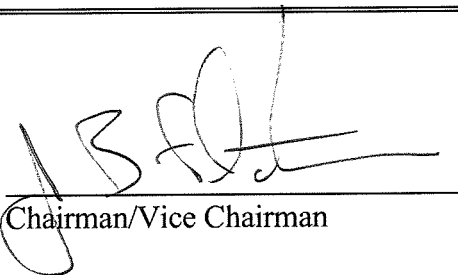
On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors rescheduled the August Board Meeting for Fiscal Year 2010/2011 to Monday, August 9, 2010 at 6:30 p.m. at the Ballantrae Clubhouse, located at 17911 Mentmore Boulevard, Land O'Lakes, Florida 34638 for Ballantrae Community Development District.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors adjourned the meeting at 9:00 p.m. for Ballantrae Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman