

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, October 3, 2011 at 6:32 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
Amanda Battistoni	Board Supervisor, Vice Chairman
Steve White	Board Supervisor, Assistant Secretary
Jenny Williams	Board Supervisor, Assistant Secretary
Rich Levy	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, WilsonMiller Stantec
Bill Fletcher	Field Manager
Bill Kilgus	Representative, Trimmers Holiday Decor

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

**Presentation by Trimmers Holiday
Lighting**

Mr. Kilgus presented his suggestions for improving the holiday lighting at the front entrance including adding additional lights on the six oak trees behind the entry signs and doing a better job of installing the lights on the trees in the median. He also recommended that the Board consider placing large lit wreaths on the building and sprays on the columns with up lighting rather than merely outlining the perimeter of the roof with lights. A brief discussion ensued about the possibility of adding lights on the small round-a-bout. It was stated that there is no electrical service out there, but it would be possible to purchase a Barco rubber cover to place over the cords crossing the street and the Board expressed its desire to do so. Mr. Kilgus estimated that the additional decorations would bring the total to \$9,000. He confirmed that the lights would be ready to turn on the day after Thanksgiving and come down right after New Years.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved the holiday lighting plan as discussed with Trimmers Holiday Lighting for Ballantrae Community Development District.

THIRD ORDER OF BUSINESS

District Engineer

Ms. Stewart led discussions on hiring an architect to draw up plans for the future clubhouse. Mr. Fleteau opinioned that it might be too soon to hire an architect as the District only has about half of the funds that it will need to construct the new building, put in the additional parking, convert the existing building into a fitness center, and install the splash pool or kiddie pool. It was stated that the District needs to ascertain, in general terms, what the costs are going to be so the project can be planned out before any designs are completed. A recommendation was made that a footprint of the overall plan be developed by a conceptual architect to assist with the planning stage. Mr. White stated that it makes no sense to spend money now on a project that probably won't happen for a number of years and any cost estimates obtained now would be obsolete.

A lengthy discussion ensued regarding pond maintenance issues and concerns with replacement of the aquatic plants that died as a result of over spraying by the aquatic management firm and the replanting of the littoral shelves after the cattails were removed; both which have not occurred to date. It was stated that Mr. Smith has promised to replace the plants by thinning some areas and moving them to others, but this has not occurred and the reason given is always poor timing. It was also noted that there seems to have been some confusion as to who was supposed to be responsible for replanting the littoral shelves after Ecological Consultants removed the cattails. The Board asked that Mr. Smith be invited to attend the next meeting to address the Board's concerns. Mr. Brizendine stated that he would research the cattail removal project to determine who was responsible for replanting the shelves. Further discussion ensued regarding the possibility of hiring an additional firm to hand thin out the torpedo grass, etc.

Ms. Stewart presented a proposal to purchase two fixed pool lifts, stating that having a portable lift would not meet the ADA requirement as Staff is not always available at the clubhouse and there is always the potential that someone could be stuck in the pool. She recommended that the Board purchase two lifts at a cost of \$4,990 each and the quarterly maintenance contracts at \$540 a year for each lift to ensure that the lifts are kept in working condition. Discussion ensued regarding whether a cover for the lift or a back up battery would be needed. It was decided not to purchase the cover or back up battery. A request was made to ascertain whether the company would be willing to offer a rebate on the portable lift.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the purchase of two pool lifts and the maintenance contracts as discussed for Ballantrae Community Development District.

Ms. Stewart stated that she inspected the playground and is unsure if the current mulch meets ADA standards and if it does they will only need to add some additional mulch to bring the level of mulch up to code. However, a ramp will need to be constructed tying the sidewalk to the playground area. Ms. Stewart estimated that the cost to install the ramp and replenish the mulch at \$3000, stating that if all of the mulch needs to be replaced it could be as high as \$15,000.

Ms. Stewart opinioned that the Board might want to consider updating or replacing the playground equipment as part of the future facilities project as it is not designed to have a 20-year life span. It was stated that Mr. Fletcher does monitor the equipment to ensure they it is safe.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the installation of additional mulch if the existing playground mulch meets ADA standards or replace it if necessary, as well as the installation of the required access ramp as discussed for Ballantrae Community Development District.

Ms. Stewart sought and received confirmation that the Board desired for her to move forward with the ADA requirements at this time. She stated that she would work with Mr. Fletcher on this matter.

Mr. Brizendine sought Ms. Stewart's input on the two proposals for drilling the replacement well on Lintower. Following a brief discussion, the Board decided to enter into an agreement with Fourqorean Well Drilling.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved the proposal from Fourqorean Well Drilling totaling \$8,420 to drill a new well on Lintower and close off the old well for Ballantrae Community Development District.

Ms. Stewart inquired as to whether Mr. Ballenger needs to have some follow-up services to ensure that the project is completed according to the scope of services. Mr. Brizendine recommended that someone oversee the project. A brief discussion ensued, but no Board action was taken at this time. Ms. Stewart stated that she would check into the possibility of the District receiving a reimbursement for the well abandonment as she believes that SWFWMD has a program for this.

Mr. Flateau recommended that funding for the well come from the asset reserve fund. The Board and Management concurred with his recommendation.

FOURTH ORDER OF BUSINESS

Discussion on Landscaping Issues

Mr. Flateau informed the Board that Mr. Crouse was no longer with Greenbriar and that his replacement, Jeremi O' Neal was invited to attend this meeting. However, he never responded to the invitation. A question was raised as to how the change would impact the issues with the over-seeding project that have not been resolved and a brief discussion ensued.

Mr. Flateau requested that a breakdown of the landscaping costs from the last year of Ameriscapes' contract and Greenbriars' current year; both contractual and miscellaneous items so that a cost comparison can be completed. He stated that he would like to be able to show that the District has not seen the savings that OLM promised. A brief discussion ensued regarding whether it is time to go back out to bid as Greenbriar is not responding to the Board's concerns and whether OLM should be invited to the next meeting to address changes that need to be made to the bid specs. Mr. White expressed concern with paying them another 10% fee to handle the bid process. The cost of having OLM handle the monthly inspections was brought up along with their failure to address the over-seeding issues.

Discussion ensued regarding the upcoming inspection and whether there would be any value to doing it if Greenbriar does not attend. Mr. White inquired about the 25% deduction that was to be made from Greenbriars' monthly fee based on a failed inspection in June. He stated that he has not seen this deduction reflected on any of the monthly bills since then. Mr. Brizendine stated that he believes the credit was taken off of another invoice and while he could not recall the specific invoice at this time, would be glad to provide Mr. White with the information.

Mr. Flateau asked that a letter be sent to Mr. O' Neal's supervisor, expressing the Board's dissatisfaction with his lack of response to the invitation to attend tonight's meeting and to inquire as to whether this is the level of service that the Board can expect from Mr. O'Neal. He asked the Mr. O'Neal be cc. on the correspondence. Mr. Brizendine stated that he would send the letter to the Company President.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meetings held on
September 12, 2011**

Mr. Flateau requested that a correction be made to the minutes on the second page, where he discussed his research on site preparation and density. He stated that he questioned whether Mr. Crouse felt the process used reflected the correlation between site prep and seed density, rather than accused him of not following proper procedures as reflected in the minutes. A brief discussion ensued regarding the proposed location of the future clubhouse. It was determined that the minutes regarding the clubhouse were correct as written.

<p>On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meetings held on September 12, 2011 as amended for Ballantrae Community Development District.</p>
--

SIXTH ORDER OF BUSINESS

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

A brief discussion ensued regarding a few invoices and whether the District has seen the last invoice from Michael Addison.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of August 1-31, 2011 totaling \$65,337.98 for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

**Status of Welcome Signs for Mentmore
Boulevard**

Ms. Battistoni stated that she is working on the signs, but is not ready to present anything to the Board at this time. She asked that it be included on next month's agenda. Ms. Battistoni responded to a question about placement of the signs, stating that the sign company will contact the County regarding permission to place them in a County right-of-way.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Fletcher stated that he had a request for another Girl Scout group to utilize the clubhouse two days a month (the 2nd and 4th Monday of the month). The Board discussed the need to have the organization come back to the Board every three months and it was decided that the group could meet indefinitely.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the use of the clubhouse on the 2nd and 4th Monday of each month at no charge for Ballantrae Community Development District.

B. District Manager

Mr. Brizendine reminded the Board that the pool monitoring program ended on October 2nd.

Mr. Brizendine provided a brief overview of the memo distributed by District Counsel regarding the Joe Carlucci Uniform Firearms Act and how it impacts the District. He stated that the District has not passed any rules or regulations relating to the use of firearms, but he wanted to make the Board aware of the new law that became effective on October 1st, as the State is going to be enforcing their policy that such laws can only be established by the State.

Mr. Brizendine reviewed the financial report stating that the District has now collected \$911,000 of the \$899,000 placed on the tax roll, with the extra funds coming from late fees and or foreclosure payments. He stated that the cash balance is \$562,414 in the general fund account and \$109,022 in the Asset Reserve Fund. Mr. White questioned why the projected year end expenses would be \$935,158 considering the actual year-to-date expenses for the first 11 months were \$654,360 and the District spends on average around \$60,000 a month. Mr. Brizendine explained that the variance relates to the money in the miscellaneous contingency account that will be moved to the new accounts as discussed during the budget process.

A brief discussion ensued regarding the timing of moving the funds. Mr. Brizendine stated that it was his understanding after last months meeting that the Board was in favor of moving the funds once the revenue starts to come in as recommended by Accounting Staff. Mr. White questioned why the funds (with the exception of the \$150,000 for the bill pay account) were not being moved now. Mr. Brizendine stated that it could if that was the pleasure of the Board, but there aren't any real advantages to doing so as any interest earnings would be negligible. The discussion turned to how much money was available to be transferred, with Mr. White seeking to understand how much was going to be moved given that there is \$425,000 in the O & M Account from previous years and it appears that there will be another \$300,000 left after all of the expenses have been paid for Fiscal Year 2010/2011. He felt that there should be \$725,000 available to transfer and the report does not indicate this. Mr. Brizendine was not able to explain how the balances were derived to Mr. White's satisfaction, so he suggested that Mr. White meet with Ms. Harp or the auditor for further explanation.

Mr. Flateau requested that the report reflect only year to date expenses rather than the last 12 months. Mr. Brizendine stated that he would have that change made.

NINTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

No further Supervisor requests were made and there were no members of the general audience in attendance.

TENTH 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 8:30 p.m. for Ballantrae Community Development District.


Secretary/Assistant Secretary


Chairman/Vice-Chairman