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**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, April 4, 2011 at 6:40 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>
Steve White	<b>Board Supervisor, Assistant Secretary</b>
Jenny Williams	<b>Board Supervisor, Assistant Secretary</b>
Rich Levy	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Bill Fletcher	<b>Field Manager</b>
Artie Crouse	<b>Representative, Greenbriar Landscaping</b>
Carina Wells	<b>Representative, Zumba Fitness</b>

**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 with Zumba Instructor**

Mr. Flateau asked for clarification on the status of the Zumba classes and Ms. Wells informed the Board that she was still offering classes Tuesday and Saturday mornings and had increased her prices in December. A brief discussion ensued regarding the fees being charged for the classes and the current terms of the contract. It was decided to charge Ms. Wells a flat rate of \$15.00 a week for use of the facility rather than trying to calculate a percentage based on the various payment options available to her students. Ms. Wells agreed to offer residents a \$1.00 reduction for the drop-in-rate classes.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors amended the contract with Carina Wells for Zumba classes as discussed for Ballantrae Community Development District.

**THIRD ORDER OF BUSINESS**

**Discussion on Landscape Proposals**

Mr. Flateau recommended that the Board discuss the various proposals with Mr. Crouse by category and then hold the discussions regarding funding for the proposals the Board feels should be completed. Mr. Crouse responded to Board questions regarding the proposal for the front entrance enhancement. He stated that the proposal includes modifying the irrigation from drip zones to either spray or rotor zones to address the change to St. Augustine along the left and right sides and reducing the amount of mulch in the gardens as it constantly washes down into the drains, clogging them. Mr. Crouse reviewed the modified plans as recommended by OLM. Mr. White expressed concern with not having a schematic showing the plants that are being considered for the area and how they will look once installed. A discussion ensued regarding the use of grasses in the gardens and concerns with the appearance when not in bloom. Mr. Crouse explained that the tropical plants are considerably more expensive than the grasses. A recommendation was made to approve the proposal minus the grasses on either side of the front entrance. Should the Board decide that additional plants are needed, it would consider installing flowering plants as discussed.

On a Motion by Mr. Levy, seconded by Ms. Williams, with four in favor and one abstaining (Steve White), the Board of Supervisors approved improvement proposal #1 from Greenbriar to install the St. Augustine at the front entrance, modify the irrigation, etc., eliminating the White Fountain, Fakahatchee, and Muhly grasses placed at either side of the front entrance for Ballantrae Community Development District.

Discussions were held regarding each of the three proposals listed under category 2 that were recommended by OLM. The following Board actions were taken:

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved improvement proposal #2 from Greenbriar to install limerock by the Straiton pool in the amount of \$75.00 for Ballantrae Community Development District.

On a Motion by Mr. Flateau, seconded by Mr. White, with all in favor, the Board of Supervisors approved the improvement proposal #3 from Greenbriar to replace the Bahia Grass on the exit side of Castleway amending it to be another hydro seed area rather than sod (no water truck needed) at a cost of approximately \$540.00 for Ballantrae Community Development District.

On a Motion by Ms. Battistoni, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved improvement proposal #5 from Greenbriar to replace the Dwarf Azaleas at the entrance to the clubhouse with Muhly Grass in the amount of \$582.00 for Ballantrae Community Development District.

Discussions were held regarding the proposals to hydro seed various areas with Argentine Bahia within the community. Mr. Flateau confirmed that the cost for seed and for hand watering was consistent throughout the proposals and hand watering would only occur on an as needed basis at the daily price quoted.

Mr. Crouse explained that in area #5 the cost to hand water does vary as there is irrigation out front of the clubhouse, but not in the rear section. It was stated that the project would be initiated at the start of the rainy season in late May or early June to reduce that amount of watering that would be needed.

Mr. Flateau expressed concern with hydro seeding a section of area #7 on Glenapp as there is still an issue with parking in the area that will impact the success of the project. Other areas with similar issues were addressed. Based on these discussions no action was taken regarding areas 3 and 4. It was decided to hold off on hydro seeding area 8 (Mentmore Boulevard) until next year rather than going over budget this year. The following Board actions were taken regarding the other areas discussed:

On a Motion by Mr. Levy, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved hydro seeding area #1 in its entirety for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved hydro seeding area #2 in its entirety for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved hydro seeding area #5 in its entirety for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors amended the proposal for area #5A to replace hydro-seeding, with re-sodding with Bermuda Grass at a cost not-to-exceed \$780 for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved hydro seeding area #6 with the exception of North of Lintower towards Cunningham, which should not be completed until after the sidewalk is installed, for Ballantrae Community Development District.

On a Motion by Ms. Williams, seconded by Mr. White, with all in favor, the Board of Supervisors approved hydro seeding area #7 except south of the third house on the right side of Glenapp going into Braemar for Ballantrae Community Development District.

**FOURTH ORDER OF BUSINESS**

**District Counsel & District Engineer  
Reports**

A. District Counsel

Mr. Brizendine stated that it is his understanding that the requested discovery items have been submitted to Counsel for King Engineering and the review of the case management hearing has been submitted to the judge.

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A brief discussion ensued regarding billing from the litigation attorney being three months behind and the likelihood of the costs increasing as the case proceeds.

**B. District Engineer**

Mr. Brizendine stated the he received an update from Ms. Stewart on the sidewalk permit, explaining that the County requested that an additional crosswalk be installed and she resubmitted the plans today. He asked that the Board approve an additional \$1,500 to complete the project. A brief discussion ensued regarding the location of the crosswalk on Lintower and whether the cost includes installation of the curb cuts as they already exist.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved \$1,500 for additional work associated with the installation of the crosswalk for Ballantrae Community Development District.

A brief discussion ensued on the weir repair that was tentatively scheduled to occur when water levels dropped this year. It was stated that given the storm last week, it does not appear that water levels will reach a low enough point this year to complete the project.

Mr. Brizendine stated the Ms. Stewart informed him that she is having difficulty obtaining all of the engineering documents associated with the litigation as a result of the acquisition of WilsonMiller by Stantac. He confirmed that all of the requested documents that were located have been turned over, but there are others which have not been located yet.

**FIFTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Meeting held on March 7,  
2011**

Mr. Flateau noted that the minutes should read "County Attorney" not "Attorney General" as stated on page six. Mr. White sought clarification regarding the information contained in the second paragraph on page six relating to waiting on timbers.

On a Motion by Mr. Levy, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on March 7, 2011 as amended for Ballantrae Community Development District.

**SIXTH ORDER OF BUSINESS**

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

District Staff responded to questions regarding various invoices.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of February 1-28, 2011 totaling \$46,175.34 for Ballantrae Community Development District.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Old Business**

**Update on Status of “No Parking”  
Enforcement on County Right-of-Ways**

Mr. Brizendine presented information that is being utilized in other Districts regarding enforcement of “No Trespassing” and / or “No Parking” policies that contain language and the specifications for the signage that has been approved by the County. He stated that in at least one District the attorney drafted a letter to the County requesting that they enforce the policy and included a map indicating the areas where the District wants to enforce the policy. The letter has been approved by both the County and the Sheriff’s office. Mr. Flateau stated that a few years ago the Sheriffs office required a resolution be passed. He recommended that signs be posted at the entrance to the parks, Straiton pool, and gazebo to be consistent with the existing policy. A brief discussion ensued regarding whether the Board should include the Straiton parking lot and if it is even District property. Based on this discussion it was decided to amend a previous motion approving improvement #2.

<p>On a Motion by Mr. Levy, seconded by Mr. White, with all in favor, the Board of Supervisors amended the motion approving improvement #2 to install limerock at the Straiton parking lot at a cost of \$75; making it pending documentation that the parking lot is owned by the District for Ballantrae Community Development District.</p>
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Mr. Brizendine stated that should the Board decide to initiate a towing program, additional signs would need to be posted as the towing company will install their own signs. It was stated that the preference would be to allow the Sheriff to enforce the “No trespassing” policy first and consider towing by the District as a final option.

The Board agreed to the “No trespassing” sign being posted at the entrance to the clubhouse parking lot and asked that Staff pursue sending a letter to the County regarding enforcement of the “No Trespassing” policy at the park, the gazebo, Straiton Pool and the north end of Ballantrae Boulevard.

A brief discussion ensued regarding parking issues in Straiton and the possibility of posting signs in this area as well. The possibility of changing the sign to read may be ticketed and/or towed rather than issuing hollow threats. It was stated that the HOA has agreed that it is responsible to enforce the “No Parking” policy within the community. Further discussion ensued regarding getting the County to enforce “No Parking” in the County right-of-ways.

**Discussion on Straiton Flyer for Photo ID  
Cards**

Mr. Flateau presented a draft of the flyer that he had prepared to distribute to Straiton residents informing them of the installation of the access card system at the Straiton pool and the requirement to obtain access cards, by showing prove of residency.

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Minor revisions were recommended and a plan devised to distribute the flyers, with the Straiton HOA posting them and the CDD hanging copies on unit doors and at the pool.

Mr. Flateau recommended that the \$8,000 savings the Board had on the cost of the mulch for the playground be used to hire a 2<sup>nd</sup> pool monitor, so there is one at both pools enforcing the policies. It was stated that the monitor should not be a Ballantrae resident to alleviate any favoritism issues. A brief discussion ensued regarding starting the pool monitors in May and beginning the off-duty officers in May as well. It was stated that the schedule for the off-duty officers can be changed should the Board decide that it not need the heavy coverage.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved reallocating the \$8,000 savings from the playground mulch installation to fund the hiring of two pool monitors effective May 1 <sup>st</sup> for Ballantrae Community Development District.
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### **Discussion on Deputy Duties**

Mr. Flateau stated that last year he received numerous comments regarding what residents feel the officer should be doing while on duty for the District, so he modified the job duties and is seeking approval of the changes. He stated that the duties reflect concerns with officers spending too much time in their vehicles and clarifies what the Board would like to see officers doing on rainy days when pool use is negligible. Mr. White recommended that some of the verbiage be changed to reflect that any written changes to the job descriptions require Board approval and that the Chairman not be stipulated as the individual authorized to make changes. He recommended that the guidelines state that in cases of emergencies or for assistance with temporary issues, the primary contact person has the authority to address the individual situations on behalf of the Board; as the primary contact person could change week to week or month to month. It was stated that it is currently set up that Mr. Fletcher is contacted weekdays before 5:00 p.m. and Mr. Flateau after 5:00 p.m. and on weekends, with Mr. Brizendine being contacted should Mr. Fletcher or Mr. Flateau be unavailable. A request was made to rotate where the officers park while monitoring traffic. It was stated that an adjustment to the duties will need to be made for the month of May as the officer will need to spend the majority of their time at the Straiton pool. The Board indicated it approval of the revised duties as discussed and the temporary change for the month of May.

### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of New Business**

#### **Preliminary Budget Discussions**

Mr. Flateau recommended that District Staff be asked to provide the Board with estimates for all of the mandatory expenses, as well as estimating how much funding might be available in unappropriated funds account for further capital improvements. Then provide costs for items put forward this evening for the Board to consider as it discusses the budget for next year. He stated that he would like to see a zero growth budget.

The following items were put forward: hydro-seeding of Mentmore Boulevard, painting of the interior side of the boundary walls, keeping 2 pool monitors on staff, sound deadening the clubhouse, swim lifts for two pools, resurfacing the tennis courts and basketball courts, and replacing pool furniture.

**NINTH ORDER OF BUSINESS**

**Other Staff Reports**

A. Maintenance Manger  
No report.

B. District Manager

Mr. Brizendine stated that the District has collected 95% of the assessments and he is still projecting to be under budget. Mr. Brizendine responded to questions regarding the Financial Summary Report.

Mr. Brizendine provided a brief update on the status of the Capital Improvement projects, stating that the site plan for the location of a possible second clubhouse has not been gathered yet; and the sidewalk as discussed earlier is still in permitting with the county. He addressed the issue with a path that is being created by residents in Straiton and inquired as to whether there was any interest in making it into an official path. He presented a rough estimate of \$2,600 to complete the project. A request was made to have the pool parcel surveyed to ascertain if the area is actually CDD property prior to taking any Board action.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Mr. Flateau stated that he was approached by a resident regarding bringing 8 children to the Straiton pool for swim lessons. He asked if there was any interest in changing the existing rule (four children per parent). There was none.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors adjourned the meeting at 9:40 p.m. for Ballantrae Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman