
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 7, 2012 at 6:45 p.m.** at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, and FL 34638.

Present and constituting a quorum:

James Flateau	Board Supervisor, Chairman
Jenny Williams	Board Supervisor, Assistant Secretary
Rich Levy	Board Supervisor, Assistant Secretary
Steve White	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, WilsonMiller, Stantec
Bill Fletcher	Field Manager
Tony Smith	Representative, Aquagenix <i>(joined the meeting in progress via speakerphone)</i>

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident expressed her frustration with the condition of her lawn and the inability to water it more than once a week. She stated that she contacted the County regarding the possibility of making reclaimed water available to the residents. She stated that her research indicates that there is a reclaimed line that comes up to the property edge that could be tapped. A brief discussion ensued regarding the fact that at the time the District was developed this was not available. Mr. Flateau stated that the District looked into this matter a few years ago and it was cost prohibitive. Ms. Stewart stated that she would research the cost to provide reclaimed water to the back of the community, as well as possible grants that might defer some of the costs.

The resident expressed concern with squatters within the community. The Board recommended that she contact Mr. Solkin from the HOA with an address and he will contact law enforcement regarding the matter.

THIRD ORDER OF BUSINESS

Staff Reports

A. District Counsel
No Report.

B. District Engineer

Ms. Stewart reviewed the proposal to plant the littoral shelves in ponds 4, 15, 21, 22 and 26. A lengthy discussion ensued regarding the proposal amount based on the number of plants that are available to transplant from the ponds that are now overgrown. Questions were raised regarding whether Mr. Smith would agree that there are sufficient plants to be transplanted without purchasing any new plants and how much of the work is he willing to do at no charge to replace the plants that his crew killed.

(The discussion was tabled while Mr. Brizendine placed a call to Mr. Smith)

Ms. Stewart reviewed the proposal from Cornerstone to replace the Skimmer on structure 25-3A and the question was raised regarding how much of the proposal should be part of the landscaping contract. It was decided to set a not-to-exceed amount and negotiate with Cornerstone based on the work that should already be included in their landscape maintenance contract.

<p>On a Motion by Mr. White, seconded by Mr. Levy, with all in, the Board of Supervisors approved a not-to-exceed amount of \$7,630 for the skimmer replacement for Ballantrae Community Development District.</p>
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(Mr. Smith joined the meeting via speakerphone.)

Ms. Stewart reviewed with Mr. Smith the Board's concerns regarding the plants that died in a few of the ponds and inquired as to his willingness to replace those plants and whether he agrees that there are sufficient plants to harvest from in the other ponds to complete the littoral shelf planting. Mr. Smith indicated that while he estimates that there are well over a million plants out there, much of them are too tall to transplant. He indicated that he is looking to get about half of the plants he needs on site. Mr. Smith stated that he would replace any plants that did not survive the original planting plant for plant and Ms. Stewart offered to provide \$1,500 worth of free services to offset the cost of getting the ponds where they need to be. Everyone agreed to do a walk through to determine the number of plants that should be replaced.

A brief discussion ensued regarding the timing to complete the project and the amount that the District should approve for the project. Mr. White expressed concern with approving any further work until Mr. Smith has made good on his promises to replace the other plantings. It was noted that the time to do the littoral shelves is now while water levels are low; however, it would be best to wait until the rainy season to plant the shorelines.

On a Motion by Mr. Levy, seconded by Ms. Williams, with three in favor and one against (Steve White), the Board of Supervisors approved the aquatic planting plan for the littoral shelves with a not-to-exceed amount of \$4,000 as listed on the April 26th proposal for Ballantrae Community Development District.

Ms. Stewart stated that she has completed further research regarding the pond behind Duke Firth and discovered that there are no drainage drains the lead into the pond. Therefore, she has less concerns that there might be a breach in the confining layer and is not recommending that GPR testing be done. Ms. Stewart stated that she is in the process of obtaining proposals to clean up the ponds slopes that would include mowing down the area and either dredging soil from the pond and spreading it on the slopes or bringing in fill and grading the area in preparation to re-sod. She stated that the initial costs came in between \$5,000 to \$8,500 depending on what option is used. A brief discussion ensued regarding whether Cornerstone is able to maintain the area. It was decided to ask Cornerstone to assess the situation and make recommendations on how to address the issue for the next meeting. Mr. Brizendine will also ask them about the proposals to address the parking issues in the right-of-ways.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meetings held on April 2, 2012

A request was made to correct the last motion box on page six.

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 April 2, 2012 as amended for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for March

A brief discussion ensued regarding the irrigation repairs.

On a Motion by Mr. Levy, seconded by Ms. Williams, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of March 1-31, 2012 totaling \$47,686.92 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Proposals to Install and Transplant Trees within the Community

Mr. Brizendine stated that the first proposal in the amount of \$550 is to remove the two Oaks that are close to the boundary wall and replace them with Red Maples that will not impact the wall as they grow. The second proposal in the amount of \$470 is to remove the runt Hollie in the front median and move it to the clubhouse and replace it with a Hollie the same size as the others that were planted. He stated that it also includes moving one of the new trees so the three trees form a triangle as originally requested.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved both proposals from Cornerstone for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

Further Discussion on Non-resident user Fees

Mr. Fleteau withdrew his request that the Board consider revising the verbiage in the current policy based on his conversation with District Counsel. He stated that there have been three requests to date. It was noted that those partial memberships would help pay for monitors or chlorine for the pool.

A brief discussion ensued regarding having monitors available at both pools from 12 to 8 p.m. Friday through Tuesday of Memorial Day weekend and then weekends through May with Garry being available from 4 to 6 p.m. to issue id cards. The Board agreed that this should occur.

EIGHTH ORDER OF BUSINESS

Consideration of New Business

Presentation of Fiscal year 2012/2013 Preliminary Budget

Mr. Brizendine presented the preliminary budget stating that he kept the assessment levels the same as they have been for the past few years. He stated that he did not add monies to the reserve accounts beyond contracts that are already in place and only added inflationary costs to utilities and insurance. A brief discussion ensued regarding the need to add additional funding to line items 52 and 62 to more accurately reflect what history indicates is needed rather than dipping into the reserve accounts to cover additional expenses. It was noted that annual plants and mulch should be included in the landscaping maintenance line item as they are part of the contract.

A brief discussion ensued regarding how the funds that are not being utilized this year should be reflected in the budget. It was stated that the Board has not indicated what it wants to do with those funds yet and therefore it has not been reflected in the preliminary budget. Various opinions were put forward regarding what should occur with any overage at the end of the year: such as refunding it to the landowners or putting it towards the park development fund.

Discussions were also held regarding increasing payroll taxes and compensation insurance based on planned increases in salaries and the funding for pool monitoring based on the schedule initiated this year. It was decided to leave the funding for the off-duty officers at the same level.

A question was raised regarding whether the Board should consider hydro seeding the areas that did not take last year as well as those planned for next year. Mr. Brizendine stated that he would speak with Cornerstone regarding their recommendations and obtain proposals as needed.

Mr. Brizendine asked if there were any items that the Board would like to see included as Capital Improvement items in the budget. Installation of the security cameras, addressing the parking issues in the right-of-way areas, soundproofing the clubhouse and replacing the pool furniture were all suggested. A suggestion was made that the Board consider utilizing some of the funds from the expected balance to complete those projects this year. Mr. White asked that test cameras be installed in Cunnigham and Castleway to confirm that the wireless system will function as described before committing to that project and that the proposal is accurate. The Board also asked that Mr. Brizendine obtain pricing to soundproof the clubhouse and for the landscaping recommendations from Cornerstone to address the issues with parking on the lawn. It was noted that the District has a proposal to replace the pool chairs, but it is for more than the budgeted amount of \$5,000. A request was also made that the asset reserve schedule is updated periodically to ensure that the District's projections are accurate and they are maintaining sufficient funds in that account.

**Consideration of Fiscal year 2010/2011
Financial Audit**

Mr. Brizendine presented the Fiscal Year 2010/2011 Financial Audit, stating that there was one finding relative to the transfer of excess debt service reserve funds. Per the trust indenture, the excess funds are to be transferred to the deferred cost account but the trustee transferred the funds to the prepayment account. This has been corrected by the trustee, subsequent to the audit. He recommended that the Board review the report and contact him with any questions they might have. Mr. Brizendine asked that the Board accept the audit and authorize Staff to submit it to the appropriate governmental entities.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors accepted the Fiscal Year 2010/2011 Financial Audit and authorized Staff to submit it to the appropriate governmental Agencies for Ballantrae Community Development District.

**Consideration of Proposal from Cardno
Entrix for Mitigation Monitoring and
Maintenance**

Mr. Brizendine presented a proposal from Cardno Entrix to maintain and monitor the a mitigation area in Village II for the next three months at a cost of \$1,500 for the monthly maintenance and \$785 for the monitoring report required by SWFWMD.

Mr. Brizendine stated that this is the final mitigation area that has not been released by SWFWMD from ongoing maintenance. The hope is that these three months of maintenance will result in the release from SWFWMD. A brief discussion ensued, with the following Board action being taken

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the proposal from Cardno Entrix for mitigation monitoring and maintenance for Ballantrae Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Fletcher inquired about the possibility of adjusting the closing time for the clubhouse and it was decided to set 10:00 p.m. as the closing time. All rentals are to begin their closing procedures in sufficient time so all members can exit the facility by 10:00 p.m.

Further Discussion ensued regarding the pool furniture and it was decided to purchase the Resin furniture option, \$5,000 to be spent from the Capital Improvements line as budgeted and the remaining \$4,000 to be paid from the Asset Reserve Fund.

On a Motion by Mr. White, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved the purchase of new pool furniture at a not-to-exceed amount of \$9,000 to be funded out of the capital improvement funds (\$5,000) and asset reserve funds (\$4,000) for Ballantrae Community Development District.

B. District Manager

Mr. Brizendine provided a brief overview of the financial summary report stating that \$890,881 of the \$899,116 in assessments have been collected through April. In March, the district's expenses were slightly under budget and the projections through the end of the fiscal year remain trending to also be slightly under budget.

Mr. Brizendine reviewed the revised proposal for the "Welcome to Ballantrae " signs stating that the new pricing based on the changes that the Board requested last month is \$1,094 for both signs. The board then authorized an additional \$200 for permitting costs for the sign that will be installed in Pasco County's Right-of-Way, authorizing a total of \$1,300 for the project.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the revised proposal for Welcome Signs in the amount of \$1,300 for Ballantrae Community Development District.

Mr. Brizendine informed that board that there are 1,397 registered voters residing in Ballantrae as of April 15, 2012. He stated that this qualifies the District to participate in the General Election in November and seats 4 & 5, which are currently held by Mr. Flateau and Ms. Battistoni, are up for re-election.

Mr. Brizendine presented the proposal from LLS Tax solutions in the amount of \$650 to perform the arbitrage rebate calculation, stating that the previous company Deloitte Tax no longer performs this function. The Board indicated its approval.

Mr. Brizendine informed the Board that the Suncoast CDD has an outstanding balance and he has requested that they bring everything current as of Friday, May 11th or his recommendation to the board is that they no longer be allowed to use the clubhouse for their meetings. Mr. Flateau stated that not only are they to bring their balance current, but going forward they must submit their payment in advance for each meeting just like any other rental. Mr. Fletcher noted that Suncoast Meadows HOA paid in advance for the year.

TENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

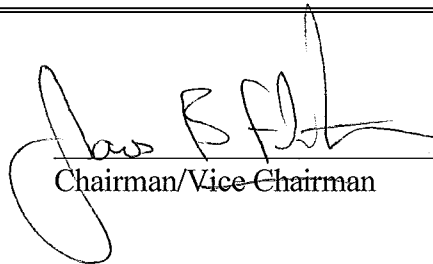
Mr. White expressed concern with tire tracks from the new landscaper that he has seen around the big pond east of Ballantrae Blvd. and the ruts that are tearing up the pond banks. Mr. Flateau stated that a resident has informed him that grass clippings are being blown onto the tennis courts and the resident has had to remove them. Mr. Fletcher stated that there are weeds in the cracks at the clubhouse parking lot and it does not appear that the clippings are being blown off this area. Mr. Brizendine stated that he would speak to Cornerstone about these concerns.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Williams, seconded by Mr. White, with all in favor, the Board of Supervisors adjourned the meeting at 9:25 p.m. for Ballantrae Community Development District.


Assistant Secretary


Chairman/Vice-Chairman