

---

**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, June 4, 2012 at 6:32 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	<b>Board Supervisor, Chairman</b>
Amanda Battistoni	<b>Board Supervisor, Vice Chairman</b>
Jenny Williams	<b>Board Supervisor, Assistant Secretary</b>
Rich Levy	<b>Board Supervisor, Assistant Secretary</b>
Steve White	<b>Board Supervisor, Assistant Secretary</b> <i>(via speakerphone)</i>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tracy Robin	<b>District Counsel, Straley &amp; Robin</b>
Tonja Stewart	<b>District Engineer, WilsonMiller Stantec</b>
Bill Fletcher	<b>Field Manager</b>
Renee Frith	<b>Representative, Cornerstone</b>
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**

**Consideration of Proposals to Address  
Pond Bank Issues behind Duke Firth  
Street**

Mr. Flateau stated that he invited the owners of the property adjacent to the pond in Castleway to attend tonight's meeting. Mrs. Rapaport attended the meeting on behalf of both families. Ms. Stewart stated that in researching the matter she learned that the pond is not owned by the District but rather by the property owners. She stated that there is a drainage easement around the pond but nothing that provides access to the ponds by the District.

Mr. Robin stated that the situation is an anomaly and most likely represents an error on the plat, as the language of the plat does not specify that it will be maintained by the District. However, it does infer that the District will maintain all drainage easements, which would make maintenance of the pond bank a District responsibility. Unfortunately, there is no easement allowing access to the area that would allow the District to make the necessary repairs. As it stands the District needs to reach an agreement with Mr. and Mrs. Moseley and Mr. and Mrs. Rapaport authorizing access to the area before any work takes place. Mr. Robin stated that he would draft an agreement letter to be signed by the property owners as an interim step that would allow this project to be completed. He requested that the property owners supply him with their lot surveys to review in preparation of a more permanent solution.

Ms. Stewart reviewed the proposal to make the necessary repairs and install sod along the pond bank. Mr. Flateau asked for a motion to approve the proposal pending receipt of the signed letters of agreement. In response to a question from Mr. White, Mr. Robin reviewed the process that would be required to obtain a permanent easement and potential issues should either property owner go through foreclosure proceedings. A brief discussion ensued regarding including a provision to repair any damage to the resident's property during the repair process and the means to hand water the area until the sod takes.

On a Motion by Mr. Levy, seconded by Ms. Williams, with four in favor and one against (Steve White), the Board of Supervisors approved the proposal from Cornerstone to repair the pond bank at a cost of \$5,650 pending approval of the Moseleys and Rapaports allowing the District access to the pond for Ballantrae Community Development District.

Ms. Stewart stated that she spoke with Pasco County regarding the point of connection for reclaimed water at the north end of the community and was informed that the cost to bring this into the community would be a minimum of \$4,000 per household and they require a consensus of the homeowners before beginning the project. The Board indicated that given the current economic times it would not be prudent to give any more consideration to the project.

A brief discussion ensued regarding the proposals to address parking issues in the right-of-ways. Mr. Flateau presented a copy of an email that he sent to the County seeking confirmation on a statement made at the last PACA meeting regarding allowing Districts to tow cars from the right of way areas. He indicated that he would like to wait for a response before taking any action on the proposals.

**THIRD ORDER OF BUSINESS**

**District Counsel and District Engineer Reports**

A. District Counsel

Mr. Flateau sought and received direction from Mr. Robin relating to an email he received from the Straiton HOA asking him to attend Board meetings on behalf of the CDD. Mr. Robin stated that while two or more Board Supervisors could attend the HOA meeting, they would either need to leave the meeting if any topics were brought up that could be discussed by the District or not speak.

---

Mr. Robin stated that should one of the Board Supervisors comment on any item the remaining Supervisor(s) would need to leave the meeting. Therefore, he felt it wiser to appoint a liaison to attend the meetings and report back to the Board. He cautioned against rendering any opinion on matters brought before the HOA. Mr. Flateau asked that he be allowed to be the liaison and the Board concurred with his request. He stated that he has already informed the HOA that he would report on any decisions that have been made by the Board, but would not comment on anything that might be addressed at a future meeting, nor would he present HOA requests to the Board.

*(Mr. Robin left the meeting)*

B. District Engineer

Ms. Stewart stated that American Ecosystems started installing the plants on the Littoral Shelves last Friday and had to stop due to the rain. They plan to complete the project this week. A brief discussion ensued regarding the large number of grasses in the Central pond. Ms. Stewart stated that Mr. Smith told her that those grasses will only expand out to a certain depth and then they will not spread further into the pond. A question was raised regarding the depth of the central pond and whether the grasses would eventually cover the entire pond. Ms. Stewart stated that she would research the design of the pond and get back to the Board.

Mr. Brizendine presented a proposal from Cornerstone to install a sand separator filter in the well off of Lintower. Ms. Stewart relayed the information that she was told at the time the well was drilled and Ms. Firth stated that the filter will not impact the well per say, but will keep the sand from damaging the pumps. Ms. Firth stated that they would be inspecting and replacing the filters as needed during their regular irrigation checks once the initial system is in place. She confirmed that Cornerstone's irrigation department has experience installing these systems.

<p>On a Motion by Ms. Battistoni, seconded by Ms. Williams, with all in, the Board of Supervisors approved the Cornerstone proposal to install a sand separator filter in the well off Lintower at a cost of \$1,380 for Ballantrae Community Development District.</p>
---

*(Ms. Stewart left the meeting)*

Ms. Firth informed the Board that the installations relating to the work orders that were previously approved are scheduled for the 11<sup>th</sup>. She responded to questions and concerns raised by Ms. Battistoni, explaining that they are trimming the shrubs and trees according to the way that OLM has directed them to and it is taking a long time to complete the initial trimming as the previous contractor trimmed them differently. Ms. Firth promised to bring in additional crew to catch up on the detail work that has slipped during this process.

*(Ms. Firth left the meeting)*

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meetings held on May 7, 2012**

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 meeting held on May 7, 2012 as presented for Ballantrae Community Development District.

**FIFTH ORDER OF BUSINESS**

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

A brief discussion ensued regarding the invoices for resurfacing the tennis courts. Mr. Brizendine explained that he had to request the third invoice and confirmed that the total would be within the amount approved for the project.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of April 1-30, 2012 totaling \$108,171.64 for Ballantrae Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for Security Cameras at Neighborhood Entries**

Mr. Brizendine stated that he requested proposals for security cameras from DCSI and they provided two options; one with wireless cameras and one with hard wired cameras. He stated that the wireless proposal includes a description of how the system works and DCSI agreed to install a test camera at one of entrances and provide a video of how clear the pictures would be. Mr. Brizendine stated that he has not received the video yet. Mr. Fletcher stated that DCSI was out last Friday, but he is unsure of what was done. Mr. Flateau stated that he was in favor of purchasing the security cameras and relayed recent events that have been on the news lately and how security cameras were used to help solve cases. A request was made to have one of the three cameras at Lintower set up, so that it would catch activity at the bus stop as the school department has indicated that they would contact parents of children damaging District property and if necessary require that the parents find alternative means of transportation for their children.

Mr. Brizendine stated that the cost for the wireless system and warranty would be \$27,177.24. A recommendation was made that the warranty package be purchased along with the cameras if the Board decides to go this route. The Board indicated that it would like to review the demo video prior to making a decision and Mr. White recommended that this project be included in next year's budget. Mr. Brizendine stated that DCSI is aware that this would not be completed until October.

**SEVENTH ORDER OF BUSINESS**

**Further Discussion Regarding Fiscal year  
2012/2013 Preliminary Budget**

Mr. Brizendine presented the preliminary budget stating that it includes the revisions that were requested last month and totals \$899,166 including a TRIM contingency amount of \$173,687 and no funding for any of the reserve accounts. He stated that the contingency amount is based on the Board's desire to keep assessment levels the same as recent years, explaining that the Board could reallocate the funds or simply zero out that line item, but by including them he has provided an opportunity for the Board to allocate those funds where it feels they would be most beneficial to the District. A brief discussion ensued regarding various line items and possible projects that should be completed next year. It was decided to increase line 63 (sod and seed replacement) by \$20,000, line 85 (pool monitors) by \$2,000, line 62 (landscape replacement) by \$60,000 with the goal of enhancing village entrances, line 73 (employee health insurance) by \$2,400 and line 91(capital improvements) by \$69,287 to include security cameras at village entrances and to zero out the TRIM contingency.

Mr. Fleteau reminded the Board that this is the preliminary budget that will be submitted to the County and can not be increased. He asked for a motion to approve the preliminary budget as discussed.

On a Motion by Ms. Battistoni, seconded by Ms. Williams, with all in favor, the Board of Supervisors approved the preliminary budget for fiscal year 2012-2013 totaling \$1,685,606.38 inclusive of O & M & Debt Service Expenses and collection costs for Ballantrae Community Development District.

A brief discussion ensued regarding the mandatory waiting period of 60 days between approval of the preliminary budget and holding the public hearing on the final budget. It was noted the regularly scheduled meeting in August meets this requirement.

On a Motion by Ms. Williams, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved Resolution 2012-02 setting the public hearing on the final budget for August 6, 2012 at 6:30 p.m. at the Ballantrae Clubhouse located at 17911 Mentmore Boulevard, Land O' Lakes, FL 34638 for Ballantrae Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

Mr. Fletcher reported that he has gotten numerous requests for multiple swipe cards for individuals. It was noted that each home is entitled to get two free cards and any additional cards are extra. It was further noted that the cards have pictures on them that limit the possibility of allowing another individual to use the extra card.

Mr. Fletcher stated that he has also had requests from homeowners, who are renting out their property to other individuals, who want their tenants to have cards and still keep two for their personal use. Mr. Brizendine stated that typically homeowners relinquish their cards to the renter and are required to pay the non-resident fee to use the facilities if they want to have access to the facilities. This keeps the two cards per home policy intact. The Board acknowledge that concurs with the policy adopted by the Board.

A brief discussion ensued regarding the status of the pool chemical contract, fishing in the ponds, and using some of the old pool furniture to add additional seating. Mr. Brizendine stated that Mr. Robin was uncomfortable with some of the language in the contract for the pool chemicals, but has a copy of what the vendor indicated it would be willing to accept. He also stated that "no fishing" signs could be posted around the ponds, but they could not differentiate between resident and non-residents. It was decided not post any signs at this time. It was noted that there isn't enough room at the pool for more than six additional chairs and the old ones should be donated to residents or another charity. Questions were raised regarding the best way to notify residents of the option to pick up the old furniture. It was decided to post signs at the village entrances given that there is no active newsletter at this time.

Discussion was held regarding possibly expanding the parking lot, but it was noted that any plans would need to correlate with the future clubhouse expansion and might not be feasible at this time.

**B. District Manager**

Mr. Brizendine provided a brief summary of the financial report stating that the District has collected all but approximately \$9,000 of the assessments placed on the tax roll and the County held its first tax certificate sale on May 15<sup>th</sup>. He noted that the District was over budget for the month of April due to ADA compliance expenditures.

Mr. Brizendine reviewed the OLM report from the last inspection noting that Cornerstone barely passed with a score of 87%. A brief discussion ensued regarding who would be attending the next inspection- Mr. Levy will cover June and Ms. Williams July.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Ms. Battistoni expressed concern with OLM focusing on plant quality and not detail work during the last inspection and asked that the issues she mentioned to Ms. Firth be addressed during the next inspection. Mr. Levy stated that he would bring them up. A brief discussion ensued regarding whether the issue was an OLM or landscaper one as Cornerstone is focusing on the issues that OLM has requested they address when they should be focusing on the whole picture and not missing the detail work. Differing opinions were expressed.

There were no audience comments put forward.

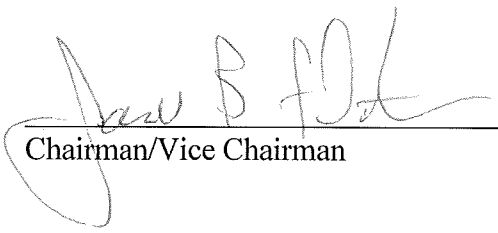
---

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Ms. Williams, with all in favor, the Board of Supervisors adjourned the meeting at 9:29 p.m. for Ballantrae Community Development District.

  
Assistant Secretary

  
Chairman/Vice Chairman