

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 6, 2013 at 6:30 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
Steve White	Board Supervisor, Assistant Secretary
Rich Levy	Board Supervisor, Assistant Secretary
Alexis Albright	Board Supervisor, Assistant Secretary
Amanda Battistoni	Board Supervisor, Vice Chairman
	<i>(joined the meeting in progress)</i>

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, Stantec
Bill Fletcher	Field Manager
Michelle Rairigh	Representative, Austin Outdoor
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 for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

A representative of the HOA sought authorization from the Board to hold a community event on July 13th from 1:00 to 5:00 pm. She stated that Bouncie Times has offered to provide all of the inflatable type entertainment and they will have box lunches available from Subway. She stated that this year they have added a small train and a four-man band to the list of vendors providing services for the event. She explained the HOA will be providing insurance coverage for the DJ and band as they were unable to find a company that carried liability insurance, but all other vendors will be providing proof of liability insurance prior to the event. Mr. Flateau asked for a motion to approve the event contingent upon receipt of proof of insurance.

(Ms. Battistoni joined the meeting in progress.)

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors authorized the HOA to hold a Community Event on July 13, 2013 from 1:00 pm to 5:00 pm as discussed providing the required insurance documentation for Ballantrae Community Development District.

Ms. Rairigh offered to ensure that the irrigation was turned off for the event, no mowers would be on site and there were no active fire ant hills at the community park. Mr. Brizendine stated that he believes the park was included in areas treated with Top Choice.

Mr. Flateau confirmed that parking would be the same as last year.

THIRD ORDER OF BUSINESS

District Counsel & District Engineer Reports

District Counsel

Mr. Brizendine stated that there has been no response back from MI Homes to date, so there is nothing new to report on the bond issuance. Mr. Flateau stated that he spoke with Mr. Robin earlier today and he had nothing else to report.

District Engineer

Ms. Stewart informed the Board that work is scheduled to begin to remove the Club Rush in pond twelve this week. A brief discussion ensued regarding water levels and the process to dewater the pond in order to complete the project.

Ms. Stewart reviewed a proposal from Bio Mass for erosion repairs to the weir and headwall in pond thirteen totaling \$10,793.16. She confirmed that the water levels are fine to complete this job now, but BioMass is 30 days out to begin the project and will de-water at their expense if needed.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the proposal from BioMass Tech totaling \$10,793.16 for repairs to the weir and headwall on pond number thirteen for Ballantrae Community Development District.

A brief discussion ensued regarding the work being done by American Ecosystems and the fact that there has been no noticeable change to date. Mr. Flateau led discussions on the status of updating the aquatic report, and information that has been included regarding the location of the littoral shelves. It was also noted that none of the plants have been transplanted

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meetings held on April 1, 2013

Mr. White made a request to change Flateau to Brizendine on line 105 of the minutes. He also stated that he researched the matter and found that the transfer of funds to the money market account has never been handled in that manner before.

On a Motion by Ms. Battistoni, seconded by Mr. White, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on April 1, 2013 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 tile that was replaced and the sod installation that occurred along Ballantrae Boulevard.

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 March 1-31, 2013 totaling \$68,370.77 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Old Business

Mr. Flateau led discussions on actions being taken by the School District to try and resolve the ongoing issues at the bus stop, with children climbing on the wall, jumping over the wall onto private property, and destroying landscaping. He stated that they have had so many complaints that they are looking to make the change as soon as possible and are considering adding another stop at the back of Ayrshire, which would reduce the number of children at the other stop by about 27.

Mr. Flateau also informed the Board of a request that was received from a resident to obtain footage from one of the security cameras and direction he received from District Counsel on the legal requirement to provide the information if requested. He stated that Mr. Robin explained that while the District is required to provide a copy, it can charge the individual making the request for the costs incurred in pulling the footage and copying it to a disc or thumb drive. Mr. Flateau recommended that the individual be asked to pay the fees in advance of completing the project with any additional fees for extended time being paid when the information is delivered. A brief discussion ensued regarding hiring Securiteam to pull the footage, etc, rather than tying Mr. Fletcher up with these requests. Mr. Brizendine was asked to obtain a proposal for this service and bring it back to the next meeting. It was decided to have Mr. Fletcher pull the information for the current request and charge the resident at his hourly rate as well as the cost of the thumb drive.

A brief discussion ensued regarding hydro-seeding and information that Mr. Flateau had garnered from Chris Dewey about a new process that evidently was so successful that the two firms doing it went out of business. Mr. Flateau reviewed his understanding of the proper way to hydro-seed an area and Ms. Rairigh confirmed that his understanding of the procedure was basically accurate. She asked why they were considering seeding the area rather than replacing with sod as the cost for bulk sod is extremely low right now. The Board asked that she obtain a proposal to hydro-seed with Bahia or Bermuda and one to install sod along the west side of Ballantrae Boulevard from the Lintower entrance to S.R. 54 and the south side of Mentmore Boulevard from Ballantrae East to Concord Station. Mr. Flateau stated that the proposal should include watering as needed to include the time of day. Ms. Battistoni asked that they look at the south side of Glenapp Drive before you get to the first house. Ms. Rairigh stated that she would look at the area and come back with a recommendation next month.

Mr. Flateau stated that after several attempts to seek assistance from law enforcement or the HOA to enforce parking restrictions between the sidewalk and the road, he has come to the conclusion that if the Board wants to address the issue they are back to looking at installing plants in the space. Ms. Rairigh responded to Board questions regarding a proposal to install plants within the ROW areas in certain sections throughout the District. She confirmed that the proposal is identical to the one prepared by her predecessor. Mr. Brizendine stated that the breaks were included to provide a space for "No Parking" signs. A brief discussion ensued regarding the height of the plants being considered for the area and the two foot maximum height allowed by the County. A request was made that Ms. Rairigh ensure that the plants installed be as close to the mature height as possible. Ms. Rairigh stated that she would bring samples and corresponding pricing to next month's meeting so the Board can make an informed decision.

Ms. Rairigh stated that the next rotation for annuals should be completed the middle to end of June or possibly July depending on the amount of rain we get. She offered to bring in pictures of their standard summer mix for Board review.

SEVENTH ORDER OF BUSINESS

**Preliminary Discussion on Fiscal
Year 2013/2014 Budget**

Mr. Brizendine provided a brief overview of the budget process for the benefit of the new Board Supervisor, explaining the requirement to present the proposed budget prior to June 15th and to hold the public hearing on the final budget at least 60 days after approval of the proposed budget, as well as the inability to increase the final budget. He reviewed the draft budget that he prepared based on the initial budget discussions, noting that he would be making revisions based on tonight's discussions for consideration at the June meeting.

Discussions were held regarding soundproofing the meeting room, installing a splash park, expanding the parking lot, eliminating OLM services and utilizing Rizzetta to complete monthly inspections of both landscaping and pond maintenance, the possibility of going out to Bid for Lake /pond maintenance services, obtaining pricing for preventative maintenance services from Securiteam, revising the schedule for security officers during the winter months, the pros and cons of including a TRIM line item, and issues with fishing in the ponds. A request was made that aerial photos be taken of the District to document the condition of the landscaping and ponds for comparison purposes. Mr. Flateau expressed frustration with the numerous issues with the ponds and the security cameras, specifically with excuses made for why his license plate number was not recorded when they drove through the gate, and the process to download data. Mr. Brizendine was asked to obtain pricing on the Securiteam maintenance program.

It was decided to reduce line 87 (project funds) to \$50,000 plus whatever the costs to install the privacy fence between Lintower and Concord Station and to soundproof the meeting room. Line 89 would be left at \$110,150 with the costs for the splash park and parking lot extension coming out of the Park Development Fund.

Mr. Brizendine stated that he would invite Mr. Toborg to attend next months meeting to speak on his services and ask Carl Shoffstall to prepare a proposal for the Splash Park and bring options to next month's meeting for the Board to consider. Ms. Battistoni stated that she would provide Mr. Brizendine the name of three firms to provide proposals for the soundproofing. Mr. Brizendine stated that he would ensure that Ms. Stewart provides the pricing for the parking lot and fencing.

Mr. Levy addressed the growing concern that he is hearing from residents regarding the number of non-residents fishing in the ponds, parking on District property and leaving their trash behind. Mr. Brizendine stated that the Board could post the "No Trespassing" signs on the ponds and then law enforcement could trespass them, but then they would be trespassing both residents and non-residents. Discussions were also held regarding parking issues and the inability to post "No Parking" signs within the ROW areas. Mr. Levy stated that people are parking next to the ponds not in the ROW areas. The possibility of having the State Troopers asking those individual to move their vehicles was put forward as a possible solution. Mr. White recommended that the Supervisor for the State Troopers be invited to address the issue during next month's meeting.

EIGHTH ORDER OF BUSINESS

Consideration of Establishing an Audit Committee and Setting a Meeting Date

Mr. Brizendine stated that the current contract for auditing services has expired and according to Florida Statute 218.391 the Board must establish an audit committee and follow a specific process in selecting an auditing firm. Following a brief discussion, the Board took the following action:

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor the Board of Supervisors appointed the Board as the Audit Committee and authorized Staff to submit the required advertisement to hold the first committee meeting on June 3, 2013, at 6:30 p.m. or just prior to the regular Board meeting at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638 for Ballantrae Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports

A. Field Manager
No Report.

B. District Manager

Mr. Brizendine provided a brief overview of the financial status and summary report, stating that the District has collected almost 100% of the assessments placed on the tax roll He stated that the District was slightly over budget for the month of March and reviewed the balances in the various accounts. He stated that based on current spending, budgeted expenses, and planned projects the District should be approximately 7% under budget for the year. Mr. Brizendine confirmed that the \$85,000 discussed last month was moved into the cash and investment accounts.

A brief discussion ensued regarding whether there are ever any homes that do not have tax certificates sold on them. Mr. Flateau stated that the County is not able to sell tax certificates on property that is in the court system for a foreclosure or bankruptcy, so it does happen occasionally.

Mr. Brizendine informed the Board that as of April 15, 2013 the District has 1,410 registered voters. He explained that this comes into play after the District has been in existence for six years as it is then eligible to participate in the General Election process providing it has a minimum of 250 registered voters.

TENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests made.

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 9:24 p.m. for Ballantrae Community Development District.

Assistant Secretary

Chairman/Vice Chairman