

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 3, 2013 at 6:40 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
Amanda Battistoni	Board Supervisor, Assistant Secretary
Alexis Albright	Board Supervisor, Assistant Secretary
Rich Levy	Board Supervisor, Vice Chairman <i>(joined the meeting in progress)</i>

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Scott Smith	Field Operations Manager, Rizzetta & Company, Inc.
John Toborg	Field Operations Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley & Robin <i>(joined the meeting in progress via speakerphone)</i>
Tonja Stewart	District Engineer, Stantec
Bill Fletcher	Field Manager
Michelle Rairigh	Representative, Austin Outdoor
Tony Smith	Representative, American Ecosystems
Sgt. Hobbs	Representative, Florida Highway Patrol
Richard Solkin	HOA President
Carl & Cindy Schoffstall	Florida Play Structures and Water Features
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.

(Mr. Levy joined the meeting in progress.)

SECOND ORDER OF BUSINESS

Discussion with Florida Highway Patrol

Mr. Fleteau stated that back in March the Board made a decision to hire the Florida Highway Patrol to provide its security services and a request was made at last month's meeting to invite them to attend this evening to touch base on how the program is working and address any questions that the Board might have. Sgt. Hobbs introduced himself and provided a brief overview of his experience and stated that they will enforce any legal matter that arises while on duty and will enforce trespassing or tow vehicles according to District policy providing the proper signage is in place. He responded to both Board and resident questions on specific situations that have or might occur while they are on duty.

THIRD ORDER OF BUSINESS

HOA Requests

Mr. Solkin informed the Board that the HOA has been receiving numerous requests for more social events to be held. He stated that based on this the Social Committee would like to host an adult evening on the third Saturday of each month over the summer and have a DJ at the pool weekends, as was provided on Memorial Weekend. It was noted that the HOA had been admonished for not seeking Board authorization for the DJ prior to hiring one. A brief discussion ensued regarding the best time to hold the adult event which would not include alcohol use and for the DJ to be poolside on the weekends, as well as controlling noise levels, security and pool monitoring coverage, the need for liability coverage documentation from any vendors and permitting from the County. Mr. Brizendine explained that the pool is not lit and therefore can not be used after dark as it would represent a major liability issue for the District.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors authorized the HOA to hold a Community Event on Saturday, July 20, 2013 from 8:00 pm to 12:00 pm as discussed and pending receipt of the required County permit, hiring a deputy and pool monitor, as well as the required vendor documentation for Ballantrae Community Development District.

The Board indicated a willingness to have a DJ one day of the weekend, but not both as many people like the quiet time at the pool. The HOA was asked to obtain the required permit from the County. The possibility of cost sharing the project was put forward and it was noted that funding was not an issue for the HOA.

On a Motion by Ms. Battistoni, seconded by Mr. White, with all in favor, the Board of Supervisors authorized the HOA to hire a DJ on Saturday's from 1:00 pm to 5:00 pm starting June 8th and running through Labor Day Weekend as discussed and pending receipt of proper insurance liability coverage from the DJ for Ballantrae Community Development District.

A request was made to hold movie nights in the park field and a brief discussion ensued regarding concerns with fire ants and lack of details. The Board was in favor of this plan and the HOA stated that it would bring back details to the next meeting.

On a Motion by Ms. Battistoni, seconded by Mr. Levy, with all in favor, the Board of Supervisors authorized the HOA to hold movie nights in the park field for Ballantrae Community Development District.

FOURTH ORDER OF BUSINESS

**Presentation by Florida Play Structures
and Water Features**

Mr. Schoffstall stated that based on a request from Mr. Brizendine he met with Mr. Fletcher and determined the best location to construct a spray pad at the park. He distributed copies of a brochure showing possible features that would be available and reviewed various projects that his firm has constructed. Mr. Schoffstall responded to Board questions regarding limiting access to the pad to off the pool deck, dimension options, timing of water jet operations, the fact that it is a closed system that re-circulates, filters and chlorinates the water and surface options for the pad, including the option to include the District logo. The Board reviewed the park being installed at Meadow Pointe and Ms. Albright and Ms. Battistoni indicated that they would prefer non-character features. He stated that he would recommend separating high flow features from low ones as older children tend to take over those features and hang on them. He also explained that features that utilize more than 80 to 130 gallons of water will increase the cost as the size of the filtration system has to increase. The Board authorized Ms. Albright to work with Mr. Schoffstall on the design of the project and set a budget of around \$130,000, but no more than \$150,000 including the fencing.

FIFTH ORDER OF BUSINESS

**District Counsel & District Engineer
Reports**

(Mr. Robin joined the meeting in progress via speakerphone.)

District Counsel

Mr. Robin stated that M/I Homes has indicated that they would be willing to accept a payment of \$200,000 in lieu of the deferred cost savings. He stated that he informed them that the Board is only considering refinancing the bonds at this point and the decision to move forward would be dependent on any savings available to the District after payment of this amount, cost of issuance, etc. that would impact the possible advantages of such an undertaking. Mr. Robin stated that Mr. Bulleit has indicated that current interest rates may not be favorable at this time, but will run the numbers and provide a recommendation at the July meeting. A brief discussion ensued.

District Engineer

Mr. Plateau provided a brief synopsis of the process that the Board has been working through with the District Engineer and American Ecosystems to bring the ponds in the community up to a level that everyone agrees can be included in an aquatic report that can be used to inform the residents of the desired goal and provide the standard for American Ecosystem to maintain them. He stated that currently of the 37 ponds within the community, 24 are done, 6 are scheduled to be completed in June, and 7 have yet to be decided on.

Ms. Stewart presented proposals to control the growth of Club Rush in pond 4 by excavating the middle of the pond (6,000 cubic yards) making it five feet lower than it is currently and slightly lower than what was originally designed in the amount of \$38,000 and too remove the Club Rush in ponds 21 (\$2,400) and 27 (\$4,500). Mr. Smith recommended that ponds 6, 29, and 30 be left alone for now and allow mother nature to fill in the Littoral Shelves. He stated that he would install additional Pickerel Weed in pond 29 if the Board desired, but felt it wasn't really necessary. Mr. Flateau noted that the Board had agreed not to remove Club Rush in those areas where there were no homes and this is the case for those three ponds. A brief discussion ensued regarding the various recommendations, the need to plant the pond banks along pond 12 after the erosion repairs have been completed, and access issues for some of the ponds. 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 a not-to-exceed amount of \$3,000 to dewater the littoral shelve in pond 4 and plant Pickerel Weed on it for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved removing the Club Rush and planting Pickerel Weed with not-to-exceed amount of \$3,000 for pond 21 and a not-to-exceed amount of \$5,000 for pond 27 for Ballantrae Community Development District.

On a Motion by Mr. Levy, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved not-to-exceed amount of \$5,000 to sod the bond bank and install of Pickerel Weed along pond 12 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Proposals from Austin
Outdoor**

Ms. Rairigh provided samples of the Pine Straw Mulch and samples of plants that would be possible options for planting in the Right of Way areas where parking is an issue. She recommended that they go with the Juniper as it has fewer issues with disease. Following a brief discussion it was decided to do a test section to ensure that the landscape install will address the issue. Ms. Rairigh stated that she would check with other suppliers to see if she could purchase some larger plants and ascertain the spacing of the landscaping quoted in the proposal. She noted that 3 gallon plants are generally the standard though. Mr. Brizendine stated that he would obtain the signage with the verbiage that was discussed at a previous meeting. Ms. Rairigh confirmed that it will go street, plants, grass, and then sidewalk.

Ms. Rairigh distributed an informational packet reviewing the differences between seeding and sodding in so far as success rates, timing, etc. to ensure that everyone has a good understanding of what to expect before preparing proposals. She asked that someone walk the areas in question so that she has a better idea of what is needed. Her main area of concern is along Mentmore. She also stated that she would not recommend going with the Bermuda as the existing Bahia looks good and it doesn't make sense to introduce another type of grass. A brief discussion ensued regarding allowing the Bahia to grow longer so that it would regenerate along Ballantrae Boulevard up to Bexley Ranch. Ms. Rairigh stated that she would mow one pass on either side of the sidewalk so people don't worry about anything crawling out of the grass at them.

A request was made that the annuals planted in front of the Ballantrae be changed out as they are too tall. Mr. Brizendine asked about the proposal to treat the community with Top Choice, noting that it was done last July. A request was made that the treatment occur prior to the community events.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the proposal for applying Top Choice in the designated areas totaling \$13,032.70 for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

**Discussion with John Toborg Regarding
Field Operations Oversight**

Mr. Flateau stated that over the past few years the Board has elected to make changes to both landscaping firms and oversight responsibilities in order to bring the community up to expected standards and now that this has been essentially accomplished is considering eliminating OLM and bringing Rizzetta back. He stated that they are also interested in including oversight of the ponds as well. Mr. Toborg provided samples of reports used at other communities and reviewed the process that he follows with the vendors to ensure that they are providing the services outlined in their contracts and keeping the community looking good. He stated that the vendors are provided with a copy of his report and given a specific time frame within which to respond to any noted deficiencies and/or provide any requested proposals. He then uses their responses to verify that they have made the necessary corrections during his next inspection. Mr. Toborg stated that he has worked with Austin Outdoor in several communities and generally includes the ponds in his inspections. Following a brief discussion, the following Board actions were taken:

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors authorized Management to terminate the contract with OLM according to contract specifications for Ballantrae Community Development District.

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved hiring Rizzetta & Company to provide the Field Operations over sight as discussed effective as of OLM termination date at a fee of \$500 per month for Ballantrae Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meetings held on May 6, 2013

On a Motion by Mr. Levy, seconded by Ms. Battistoni, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on May 6, 2013 as presented for Ballantrae Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for April

There were no questions regarding any of the expenditures.

On a Motion by Mr. White, seconded by Ms. Albright, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of April 1-30, 2013 totaling \$47,536.49 for Ballantrae Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation Regarding Audit Proposal Instructions and Evaluation Criteria

Mr. Brizendine explained that the Board has to approve the recommendations of the Audit Committee before they become official. He asked for a motion to accept the recommendation of the Audit Committee

On a Motion by Mr. White, seconded by Ms. Albright, with all in favor the Board of Supervisors accepted the recommendation of the Audit Committee to approve the proposal instructions with a due date of June 19, 2013 for proposals and for the evaluation criteria including the priority of minority owned firms for Ballantrae Community Development District.

ELEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2013/2014 Preliminary Budget

Mr. Brizendine stated that the preliminary budget includes all of the items previously requested by the Board. He recommended adjusting line 54 to represent the change from OLM to Rizzetta and asked for direction from the Board regarding line 89.

Mr. Brizendine stated that he has included the annual amount of \$110,150 for the Park Development Fund, as well as \$130,000 for the expansion of the parking lot and splash park. A brief discussion ensued regarding why those projects were included in the budget and not planned as expenses to come out of the existing fund, and why the carry forward funds were not going back to residents. Mr. White questioned the need to continue funding the Park Development Fund as there are already sufficient funds in the account to cover the expense of the splash park and parking lot and he is unaware of any other planned improvements. Other Board members stated that the possibility of constructing a new clubhouse may have been taken off the list for now, but that does not mean that it will never be reconsidered and there are other items that they would like to see considered, such as a cover for the playground. Mr. Plateau recommended approving the preliminary budget as presented as the Board will have the opportunity to make changes to it during the public hearing. He explained to Ms. Albright that the Board has to approve a preliminary budget that is sent to the County for purposes of the TRIM notices and it can not be increased over the total amount submitted but could be reduced. Following a brief discussion the following Board actions were taken:

On a Motion by Ms. Battistoni, seconded by Ms. Albright, with four in favor and one against (Steve White), the Board of Supervisors approved the preliminary budget for fiscal year 2013/2014 as presented for Ballantrae Community Development District.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor the Board of Supervisors approved Resolution 2013-04 setting the public hearing on the budget for August 5, 2013 at 6:30 pm at the Ballantrae Clubhouse, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638 for Ballantrae Community Development District.

TWELFTH 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 100% plus of the assessments placed on the tax roll (\$906,209). He stated that the District was under budget for the month of April 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.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. White inquired as to whether management has received copies of the pictures taken by Tampa Helicopter yet. Mr. Brizendine stated that he has not, but expects to this week. Mr. White provided him a copy of the pictures that he took during the flight and asked that copies be provided to the other Board members.

Ms. Battistoni asked that additional grills be installed near the cabana and a brief discussion ensued.

On a Motion by Ms. Battistoni, seconded by Mr. Levy, with all in favor the Board of Supervisors approved a not-to-exceed amount of \$1,000 for the purchase of grills to be installed by the cabana for Ballantrae Community Development District.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Battistoni, seconded by Mr. Levy, with all in favor, the Board of Supervisors adjourned the meeting at 10:15 p.m. for Ballantrae Community Development District.


Assistant Secretary


Chairman/Vice Chairman