
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, September 9, 2013 at 6:30 p.m.** at the Ballantrae Community Center, located at 17611 Mentmore Boulevard, Land O'Lakes, FL 34638.

Present and constituting a quorum:

James Flateau	Board Supervisor, Chairman
Rich Levy	Board Supervisor, Vice Chairman
Steve White	Board Supervisor, Assistant Secretary
Alexis Albright	Board Supervisor, Assistant Secretary
Steve Bobick	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Michelle Rairigh	Representative, Austin Outdoor

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

District Counsel and District Engineer

A. District Counsel

Mr. Flateau stated that Mr. Robins had nothing to present to the Board this evening.

B. District Engineer

Mr. Flateau stated that Ms. Stewart provided renderings for 3 options to expand the parking lot. A brief discussion ensued regarding the need to add an additional handicapped spot, which would mean reducing the number of space at the front of the clubhouse by two regardless of which option is used. It was noted that additional spaces will be gained if the auxiliary lot is completed. Mr. Flateau stated that Ms. Stewart recommended that they use gravel for this area so there would be no issues with the drainage system.

Mr. Flateau stated that his preference would be for the parallel parking as there is the least amount of disruption to the landscaping and provides the best site line for exiting the space. Mr. Brizendine stated that either option would require additional street lights. Ms. Rairigh stated that it might be possible to just remove the irrigation in the area that will be impacted by the additional parking as it will be close to the flower beds and that irrigation may be enough.

On a Motion by Mr. Bobick, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved expanding the parking lot utilizing the option calling for parallel parking as discussed for Ballantrae Community Development District.

The Board asked that pricing be obtained for both the expansion of the existing parking lot and construction of the auxiliary lot for next months meeting.

THIRD ORDER OF BUSINESS

Consideration of Proposals from Austin Outdoor

A brief discussion ensued regarding the proposal from Austin Outdoor to clean up the flower bed along the inside of the west fence at the Straiton pool and to install viburnum and new mulch at a cost of \$1,165.

Mr. Flateau noted that the Juniper has been planted in the area along Braemar where residents were parking and the feedback from the community has been positive so far.

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor the Board of Supervisors approved the proposal for Austin Outdoor for enhancements to the Straiton Pool Area for Ballantrae Community Development District.

A brief discussion ensued regarding concerns with areas that have been missed in the past, but that are being addressed now. The Board indicated that any instances where the conservation areas are encroaching on private property be addressed. Mr. Brizendine cautioned against going into the wetland areas as this has been an issue in the past.

Ms. Rairigh confirmed that the seed has been put down on Mentmore and recommended that the grass that was left to seed on its own remain unmowed until after the growing season. The Board indicated that it would be fine with this approach.

Ms. Rairigh reported that the irrigation zone on the end of Ballantrae Boulevard has very low pressure. She stated that the only real option would be to drill another well. Mr. White inquired as to whether it would be possible to increase the pressure by creating an additional zone. Ms. Rairigh stated that she would have their irrigation specialist provide an opinion on the situation, as well as solutions for next months meeting.

FOURTH ORDER OF BUSINESS

Consideration of Weekly Rental Request

Mr. Flateau stated that he received a request from Resonate Church to rent the clubhouse on a weekly basis. He reviewed the current policy that was established by the Developer Board, which limits the number of times an individual or group can rent the clubhouse to four times a year. It was stated that exceptions have been made for the Girl Scouts and the Zumba instructor. Mr. Flateau explained that in both instances, the groups have been required to reapply on a quarterly basis. He expressed his concerns with renting the room to a church, many of which were echoed by Mr. White. Mr. Bobick expressed concern that renting to a church could create political or legal issues for the District, should another religious faction claim discrimination because they were denied a rental in the future irregardless of whether or not the room was available for the time requested. Mr. Levy opined that the decision should not be based on what type of group or organization is requesting to rent the facilities, but rather on the existing policies. Ms. Albright stated that this would be an opportunity for more revenue for the District as she doubts the room is requested very often Sunday mornings. Mr. Flateau stated that he would classify this as a business rental and there really are no policies in place as far as rental rates, etc. They have always been left up to the discretion of the Board. The only policy that would apply is the limitation of the number of rentals a year, which has been adjusted in the past at the Board's discretion. Mr. Flateau stated that the church has also requested permission to put up a small canopy tent on the field to house Sunday School classes and rentals have never allowed for anything other than the meeting room and the restrooms. Bounce houses, tents, etc. are not allowed.

On a Motion by Mr. White, seconded by Mr. Flateau, with two in favor, and three against (Alexis Albright, Steve Bobick, Rich Levy) the Board of Supervisors failed to approve denying rental of the clubhouse to Resonate Church for Ballantrae Community Development District.

Additional discussion was held regarding what terms would be used for this rental as there are no current policies to address business rentals. A request was made that District Counsel review any recommendations prior to taking action on this matter. The Board ultimately decided to base the rental amount on a factor similar to what was used by the Zumba Instructor, which called for a set fee plus \$2.00 per each participant. In the case of this rental, no fees are paid by those attending the group, so it was decided to charge a fee of \$108 per week, which correlates to \$2.00 per person up to the maximum room capacity of 54 and require that the church reapply every four weeks by submitting a written request along with payment for the next four weeks that are being requested. It was stated that this would leave the room open for other groups that might be interested in the Sunday morning time slot. The Board also decided that the rental would only be from 8:00 a.m. to 11:00 a.m. to reduce potential conflicts with pool use or other clubhouse rentals beginning at noon. The rental would include use of the meeting room and restrooms only and no canopy would be allowed.

On a Motion by Ms. Albright, seconded by Mr. Bobick, with three in favor, and two against (Jim Flateau and Steve White) the Board of Supervisors approved renting the clubhouse to Resonate Church for four week blocks as discussed for Ballantrae Community Development District.

Mr. Flateau asked that the Board run the decision past District Counsel before implementing the rental. The Board concurred and Mr. White requested that Mr. Robin be contacted and an answer obtained prior to next month's meeting. Mr. Brizendine stated that he would handle that.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the Audit
Committee Meeting held on August 5, 2013**

On a Motion by Mr. White, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the minutes of the Audit Committee meeting held on August 5, 2013 as presented for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on August 5,
2013**

Mr. Levy asked whether Mr. Smith was asked to spray the new cattail growth as mentioned in the minutes. Mr. Brizendine stated that he has and that they are expected to be on site tomorrow.

On a Motion by Mr. White, seconded by Ms. Albright, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on August 5, 2013 as presented for Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

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

A brief discussion ensued regarding various invoices and the services rendered.

On a Motion by Mr. White, seconded by Mr. Levy, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of July 1-31, 2013 totaling \$64,775.29 for Ballantrae Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of New Business

Discussion on New Agenda Format

Mr. Brizendine provided a brief over view of the new law that requires that audience comments be heard prior to any Board action being taken. He stated that he has provided a revised agenda format that complies with the law. Various options were put forward, for showing that the Board is complying with the law, as well as continuing the format of asking any audience members what matter they are here to address and allowing them to speak before the Board addresses any matters. It was decided to format the agenda as recommended by Management.

NINTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Not present.

B. District Manager

Mr. Brizendine provided a brief overview of the financial status and summary report, stating that the District collected another check from the County after the sale of the tax certificates and the District has now collected \$921,064. He reviewed the balances in the various accounts and stated that based on current spending, budgeted expenses, and planned projects the District is till trending to be under budget for the year.

TENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no members of the general audience in attendance.

A brief discussion ensued regarding an accident that occurred resulting in damage to a railing. It was noted that the County owns the road where the accident occurred and would be responsible for making the repairs.

Mr. White inquired as to the status of the acoustic panels and Mr. Brizendine stated that they have not been ordered yet.


Mr. Flateau led discussions on the need to establish a policy to address requests from residents to view video footage from any of the community cameras. He explained that Mr. Robin has indicated that they are a public record and as such have to be made available to anyone who wishes to view them. Mr. Flateau shared his concerns with allowing anyone access to the videos, explaining that there are just too many possible reasons someone could want them that have nothing to do with the Board's justification of the expense. He stated that the policy would limit access to the video to law enforcement, the CDD and the HOA. Mr. Flateau stated that the policy does allow residents to request a copy by submitting a written request to management, which would then be brought before the Board for approval.


Mr. Flateau also mentioned that while the District can charge a reasonable fee for a copy of the video, it can not be so expensive that it could be considered a means of preventing someone from obtaining that copy. He stated that based on this he asked that Staff pull video that was requested by law enforcement to see just how long it would take as he was concerned with the costs provided by Securiteam. Mr. Flateau stated that they determined that it is not as time consuming for Staff to download the video as it would be for Securiteam as they can start the process and go about there regular duties and come back to it later. He recommended that Staff pull the video and the District charge \$25.00 plus the cost of the thumb drive. He suggested that law enforcement not be charged anything as they are working to resolve issues in the community. The Board endorsed Mr. Flateau's offer to draft a policy and procedure document for review at next month's meeting.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Levy, seconded by Ms. Albright, with all in favor, the Board of Supervisors adjourned the meeting at 7:50 p.m. for Ballantrae Community Development District.


Assistant Secretary


Chairman/Vice Chairman