
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, July 7, 2014 at 6:40 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
Steve Bobick	Board Supervisor, Assistant Secretary
Tony Thomas	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Bill Fletcher	Maintenance Manager
Tonja Stewart	District Engineer, Stantec Consulting Services
Michelle Rairigh	Representative, Austin Outdoor
Richard Solkin	Representative, Ballantrae HOA

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

Mr. Flateau asked if anyone present wanted to address the Board. Mr. Solkin addressed the Board regarding the DJ at the pool during the summer months. He stated that the residents are again requesting if they can have the DJ at the pool every Sunday rather than every other Sunday. Mr. Solkin stated that at the last meeting he was told to wait a month to see how it goes. He stated that they have had the DJ perform for two Sundays and an event at the park and he hasn't received any negative feedback. Discussion ensued. The Board decided that they would approve the DJ for the month of July with a possible renewal in August.

<p>On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors approved the HOA Social Committee's request for a DJ at the pool every Sunday afternoon for the month of July for Ballantrae Community Development District.</p>
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Mr. Solkin stated that there will be an HOA sponsored barbecue on September 1st for Labor Day. He stated that the HOA will be hiring a deputy like they did for Memorial Day.

On a Motion by Mr. Thomas, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the HOA Social Committee's request for a Labor Day Barbecue at the pool with a DJ and a tent (HOA will obtain insurance and hire two off-duty sheriff's deputies) for Ballantrae Community Development District.

Mr. Huber stated that he received a request for continued use of the clubhouse for fitness classes from Michelle Shines. He stated that she has approval through July for Tuesdays and Thursdays.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors approved Michelle Shine's request for the continued use of the clubhouse for fitness classes on Tuesdays and Thursdays for August through October with no changes for Ballantrae Community Development District.

SECOND ORDER OF BUSINESS

District Counsel and District Engineer Reports

A. District Counsel

Not present.

Mr. Huber stated that he spoke briefly with Mr. Robin who stated that there has been no response to his firm's letter to the County dated June 2, 2014 regarding the revised right-of-way maintenance agreement. He stated that the Board should have received an email copy of the letter. Mr. Flateau stated that Mr. Robin plans to contact the County again if he doesn't hear back from them within the next couple of weeks

B. District Engineer

Ms. Stewart gave the Board an update on the parking lot expansion. She stated that the perimeter grading has been reviewed and everything looks perfect. Ms. Stewart stated that she inspected the ramp which had not been ADA compliant. She stated that she has contacted the contractor to make sure that it is complete at this time. Mr. Fletcher stated that a County inspector had been onsite. Ms. Stewart stated that she would make sure any certifications that need to be done are processed.

Mr. Flateau stated that plants that the residents didn't like on Pond #9 along Sandgate Court had been removed and Pickerel weed was installed. He stated that when the Pickerel weed overgrows the area it will be harvested and replanted at no cost to the District. Mr. Flateau stated that one of the residents that complained has removed some of the new plants that were installed behind her house. Ms. Stewart stated that the potential of erosion will be increased due to this action. Mr. Flateau stated that one of Mr. Smith's employees saw the resident removing the Pickerel weed.

He stated that he thinks that District management should draft a letter to the resident noting that the resident was observed removing the Pickerel weed and have District Counsel review it.

Mr. Flateau stated that Pond #30 located on the right side near the entrance of Ayrshire is a mess and the residents who live near the pond are complaining about it. He stated that he looked at the pond and there is very little water in it. Mr. Flateau stated that the residents are complaining that the height of the plants is causing issues with snakes, gators, and mosquitos. He stated that he spoke to Mr. Smith who stated that the snakes, gators, and mosquitos are probably coming from the wetland behind the pond. Mr. Flateau stated that he asked Mr. Smith to leave the plants around the perimeter of the pond and cut back the interior plants to approximately a foot. He directed Ms. Rairigh to make sure that pond #30 is mowed well to give it some definition.

Mr. Flateau stated that the Board had a discussion regarding the condition of the ponds last month. He stated that he had mentioned the aerial photos that were taken last year. Mr. Flateau stated that he contacted the vendor who took the photos to obtain a proposal to have more taken this year for comparison. Discussion ensued. Mr. Flateau stated that the cost would be \$400.00. He stated that the photographer will also take some new photos of the front entrance of the community and photos of the park at no additional cost.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors approved taking aerial photos of the ponds (not-to-exceed \$400.00) for Ballantrae Community Development District.

(Ms. Stewart left the meeting in progress)

THIRD ORDER OF BUSINESS

Discussion Regarding Monthly Landscape Report

Ms. Rairigh presented her landscape report. She stated that the crew is not cutting the south side of Mentmore until the end August due to the over-seeding. Ms. Rairigh stated that there is improvement there from last year. Mr. Flateau gave some history on the issues with the grass on Mentmore Blvd. Discussion ensued regarding the replacement of the irrigation heads on the north side of Ballantrae. Ms. Rairigh entertained the Board members' questions. She stated that she would coordinate with Mr. Fletcher regarding the "No Parking" signage for the Juniper installation. Ms. Rairigh stated that the valve repairs will be done tomorrow. She stated that the Palm trees around the large pond on the south side of Mentmore before Concord Station had been trimmed.

(Ms. Rairigh left the meeting in progress)

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on June 2, 2014

There were no changes to the meeting minutes.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on June 2, 2014 as presented for Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for May 2014

Mr. Flateau stated that he has an issue with the \$76,316.40 line item for paving expansion construction in the Operation and Maintenance Expenditures ("O&M"). He stated that the Board had previously discussed that when District management is moving money into money market accounts that it shouldn't show on the O&M because it isn't an expenditure. Mr. Flateau stated that included in the budget there are four funds that certain expenses should be charged to and they shouldn't be included in the O&M. He stated that he was upset that the park development expenses were not taken out of the park development fund and so he emailed Mr. Brizendine and Mr. Huber regarding this. Mr. Flateau stated that Mr. Brizendine copied Mr. Rizzetta and several other employees at Rizzetta & Company in his response. Mr. Flateau distributed to the Board a copy of his email to Mr. Brizendine, Mr. Brizendine's response, and a draft email that he thinks should be sent to Mr. Rizzetta. Discussion ensued. Mr. Flateau stated that if it is an O&M expense you should be able to see which line item it is being charged against. He stated that he doesn't think District management is doing anything inappropriate but they are not doing things the way the Board asked them to and they had agreed to. Mr. Flateau stated that the Board previously requested a list of accounts showing how much monies are in them and haven't received the list yet.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor the Board of Supervisors authorized Mr. Flateau to send his email to Bill Rizzetta regarding the Operation and Maintenance Expenditures to Rizzetta & Company for Ballantrae Community Development District.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor the Board of Supervisors approved removing \$76,315.40 for the fund transfer from the Operation and Maintenance Expenditures paid for the period of May 1-31, 2014 and paying it out of the Park Development Fund for Ballantrae Community Development District.

On a Motion by Mr. Thomas, seconded by Mr. Bobick, with all in favor the Board of Supervisors approved adding an additional column to the Operation and Maintenance Expenditures showing the line item to which each expense is being charged for Ballantrae Community Development District.

Discussion ensued regarding the remaining invoices and the services they represent.

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of May 1-31, 2014 totaling \$74,505.10 as amended removing the fund transfer of \$75,316.40 for Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Old Business

Mr. Fleteau stated that Mr. Levy had previously asked the Board to consider lighting the tennis courts and working out something with the curfew agreement to allow it. He stated that he talked to the County and it can be done. Mr. Fleteau distributed and reviewed a new format for curfew and trespass enforcement. Discussion ensued regarding separating the facilities. Mr. Fleteau suggested separating the facilities by lighted areas versus un-lighted areas. He stated that all the un-lighted facilities are closed from sunset to sunrise. Mr. Fleteau stated that the lighted facilities are open until 10:00 p.m. He stated that the pool doesn't open until a half hour after sunrise and it closes at a half hour before sunset. Mr. Fleteau suggested one standard for all of the un-lighted facilities. He stated that the tennis courts could be moved to the lighted facility section. Discussion ensued. Mr. Fletcher stated that he received one proposal to light the tennis courts at a cost of \$37,000. He stated that an electrician would still have to run the power out to the electrical box. Mr. Fletcher stated that Himes Electrical said that there may also be a need for an additional electrical box. Mr. Fleteau stated that the Board could discuss this item again at the next meeting when the all of the Supervisors would be present.

SEVENTH ORDER OF BUSINESS

Consideration of New Business

Discussion Regarding Reserve Study

Mr. Huber stated that the Reserve Study was distributed at the last meeting. He asked the Board if they had reviewed it and if they had any comments. Mr. Fleteau stated that he would like to see an analysis of what is proposed in the Reserve Study versus the existing Asset Reserve Report. He stated that he would like to know how the Reserve Study compares with what the Board is already putting into the reserves. Mr. Fleteau stated that the comparison should be the first step in order for the Board to be able to review the Reserve Study. Mr. Huber stated that he would follow-up on this.

Mr. Fleteau stated that there is a lot of information in the Reserve Study regarding the District's ponds but there is one thing that is missing. He stated that a couple of weeks ago he went to a seminar on ponds and learned that all of the ponds will eventually have to be dredged and it is expensive.

Mr. Flateau explained the need for the dredging of the ponds and the reason they need to be included in the Reserve Study. He stated that he would forward the information from the seminar to the Board members and District staff. Mr. Flateau stated that Ms. Stewart and Mr. Smith might not agree with USF's opinion that pond dredging needs to be done. Mr. Huber stated that he would follow-up on this.

EIGHTH ORDER OF BUSINESS

Consideration of PACA Renewal

Mr. Flateau stated that he thinks the PACA membership should be renewed and the Board agreed. It was decided that the primary representative to PACA should be Steve White since he is on the PACA Board.

NINTH ORDER OF BUSINESS

Staff Reports

A. Maintenance Manager

Mr. Fletcher asked if the District was going to continue with the pool monitors on a weekend basis through September like they did last year. Mr. Huber stated that it was his understanding that the Board had decided to keep the pool monitors until Labor Day on September 1st. Discussion ensued. Mr. Flateau stated that the budget for pool monitors was increased for fiscal year 2014/2015 so he thinks that the Board only approved the pool monitors through Labor Day this year and added another month for next year. Discussion continued regarding the pool monitor shifts. Mr. Flateau directed Mr. Huber to check and see where the \$5,000 could be pulled from this year's budget to pay for the additional monitoring. He directed Mr. Fletcher to speak with the pool monitors to see who will be available to work after Labor Day and then decide what weekday and weekend shifts will need to be covered.

Mr. Flateau stated that the pool signage needs to be redone. He stated that the signage needs to match the hours on the curfew resolution and it will need to have the information that the resolution will require be posted. Mr. Flateau stated that he will be rewriting the verbiage for the signage and he will have them for next month's meeting.

Mr. Fletcher stated that the HOA is asking for more electrical outlets for events at the park. Mr. Flateau directed Mr. Fletcher to check into the cost of adding a couple of additional outlets. He stated that the area is a field and felt that the HOA could use a generator as the events are held infrequently. The other Board members agreed.

A brief discussion ensued regarding the responsibility of the sidewalk repairs.

B. District Manager

Mr. Huber presented the Financial Status Report dated May 31, 2014. There were no questions.

Mr. Huber presented the audited financial statements for year ended September 30, 2013.

The Board decided to table the audit until the next meeting when they had the full Board present.

TENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no audience comments.

Mr. Flateau asked if there were any Supervisor requests. Mr. Bobick asked for an update on Mr. Fletcher's shed. Mr. Fletcher gave the Board a brief update.

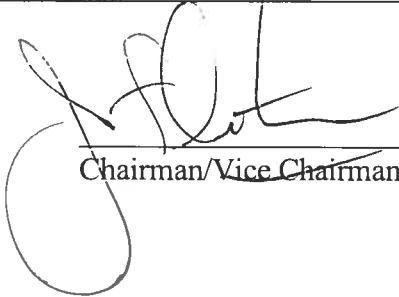
ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Bobick, seconded by Mr. Thomas, with all in favor, the Board of Supervisors adjourned the meeting at 8:47 p.m. for Ballantrae Community Development District.



Assistant Secretary



Chairman/Vice Chairman