

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 4, 2015 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:

Richard Levy	Board Supervisor, Chairman
James Flateau	Board Supervisor, Vice Chairman
Steve Bobick	Board Supervisor, Assistant Secretary
Tony Thomas	Board Supervisor, Assistant Secretary
Christopher Milano	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Tyree Brown	Operations Manager, Rizzetta Amenity Services
Tracy Robin	District Counsel, Straley & Robin
Michelle Rairigh	Representative, Austin Outdoor
Bill Fletcher	Maintenance Manager
FHP Trooper	
Lorie	HOA Board Member
Don Straiton	HOA Board Member
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

An Audience member requested to be allowed to reserve the clubhouse more than four times a year on Sundays from 7:00 pm- 9:00 pm for Sweet 16 group. She will need an additional 12-14 Sundays.

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On a Motion by Mr. Flateau, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the resident to be able to reserve the clubhouse for 3 months at a time for the Sweet 16 group that meets every Sunday from 7:00pm to 9:00pm and then will have to come back after that time has expired to fill out another renewal form to use the Clubhouse for Ballantrae Community Development District.

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48 Andrea with the Tampa Bay Times asked about the status of the newsletter and said that Mr. Levy
49 was to contact her. Mr. Levy says to do what is needed in order to fill the content to satisfy their
50 advertisers. Mr. Bobick has a writer from Oakstead who can provide the extra content writing.
51 Andrea said she has filler she can provide and is willing to look at the Ballantrae website to get
52 points of interest off of it to fill the pages she needs to print the Newsletter.

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On a Motion by Mr. Thomas, seconded by Mr. Levy, with all in favor, the Board of Supervisors approved the change of the title from a certain month to the different seasons, starting with Summer, and Andrea will pull together the newsletter and it will be sent to all of the Board Supervisors for their review, however, Chris Milano and Steve Bobick are responsible for sending the final edits to Andrea for the Ballantrae Newsletter for the Ballantrae Community Development District.

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55 It was also requested to post a flyer at every entrance that Ballantrae CDD is looking for a content
56 writer for Newsletter and Mr. Huber will be the point-of-contact.

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58 An HOA representative asked if they would approve a DJ for pool time starting on Memorial Day
59 on Sundays from 12 pm to 4 pm.

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On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved hiring a DJ, starting on Memorial Day until the July meeting and will revisit at next meeting, for pool time on Sundays from 12 pm to 4 pm, as long as content is G rated for the Ballantrae Community Development District.

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62 **THIRD ORDER OF BUSINESS**

Update from Florida Highway Patrol

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64 The FHP patrols the community looking for theft and road issues. He makes sure that parking
65 issues are community enforced. He checks the pool area twice during his shifts.

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67 Recommendations: he noticed a lot of unauthorized entry into pool, but pool monitors are handling
68 this now. He recommends that residents look out for each other and file complaints to FHP so they
69 can have a record of it. Also notify Sargent Hobbs that the CDD would like to have more patrolling
70 of the facilities to keep non-residents out.

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72 A resident asked that troopers patrol the basketball court more frequently from June 3, 2015
73 through August 24, 2015 due to a recent incident. The FHP officer will speak to Mr. Hobbs
74 regarding this request.

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FOURTH ORDER OF BUSINESS

District Counsel and District Engineer Reports

A. District Counsel

No Report.

B. District Engineer

Not Present. No report.

FIFTH ORDER OF BUSINESS

Discussion Regarding Monthly Landscape Report

Mr. Huber presented the Monthly Landscape Report. All items were addressed except for one per Mr. Flateau. Ms. Rairigh handed out flowerbed updates to the Board. Mr. Flateau requested the proposal be presented at the June meeting for FY 15/16 budget.

SIXTH ORDER OF BUSINESS

Update on Straiton Roads

HOA Counsel contacted CDD Counsel and would like to take ownership of the road in Straiton. Easement for access to pool is still needed.

On a Motion by Mr. Flateau, seconded by Mr. Thomas, with all in favor, the Board of Supervisors directed Counsel to prepare a deed from CDD to Straiton HOA which will convey the Straiton rights-of-way and other ancillary properties as he sees fit and authorizes Chairman to execute outside of meeting for the Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors Meeting held on February 2, 2015

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors Meeting held on February 2, 2015 as presented for Ballantrae Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors Meeting held on March 2, 2015

Changes were recommended to lines # 52 and 142. The Board tabled this item until the revisions as discussed are made and requested they be presented at the June 1, 2015 meeting.

112 **NINTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
113 **Supervisors Meeting held on April 6, 2015**
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115 The minutes should be presented in a professional appearance. Changes were
116 recommended to lines # 49, 57 and 66.
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118 **TENTH ORDER OF BUSINESS** **Consideration of Operation and**
119 **Maintenance Expenditures for March**
120 **2015**
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122 There was a discussion of aquatic vendor's performance.
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On a Motion by Mr. Flateau, seconded by Mr. Thomas, with all in favor, the Board of Supervisors ratified the March 2015 Operation & Maintenance Expenditures \$54,283.60 for Ballantrae Community Development District.

124 **ELEVENTH ORDER OF BUSINESS** **Presentation of Registered Voter Count**
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127 Mr. Huber stated that there are 1,503 registered voters in the Ballantrae Community
128 Development District.
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On a Motion by Mr. Flateau, seconded by Mr. Bobick, with all in favor, the Board of Supervisors accepted the voter count of 1,503 registered voters for the Ballantrae Community Development District.

130 **TWELFTH ORDER OF BUSINESS** **Ratification of Bond Documents**
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133 On a Motion by Mr. Thomas, seconded by Mr. Milano, with all in favor, the Board of
134 Supervisors ratified the bond documents for Ballantrae Community Development District.

135 **THIRTEENTH ORDER OF BUSINESS** **Presentation of Resident Encroachment**
136 **Letter**
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138 Mr. Huber presented the resident encroachment letter to the Board. Mr. Flateau opposed the
139 CDD sending letter to residents and that it should be the HOA's job. There was no Board action
140 taken at this time and the Board decided to ask the HOA to enforce.
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142 **FOURTEENTH ORDER OF BUSINESS** **Discussion Regarding Towing License**
143 **Agreement for Straiton Village**
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145 Mr. Huber presented the discussion regarding the towing license agreement needed for
146 Straiton Village. The Board directed Counsel to do nothing further on this item.
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148 **FIFTEENTH ORDER OF BUSINESS** **Discussion of Professional District**
149 **Management Services Agreement Proposal**

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151 This item has been tabled until the July meeting.

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153 **SIXTEENTH ORDER OF BUSINESS** **Staff Reports**

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155 **Maintenance Manager** **Filed Manager Report**

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157 Mr. Fletcher commented that there are two pool monitors on duty now. Mr. Fletcher also
158 mentioned that the shade structure is still there and the proposal was signed April 9, 2015 to
159 remove the shade structure.

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161 **District Manager**

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163 Mr. Huber presented the Financial Status and Summary Report. No comments were made
164 regarding the report. Mr. Huber stated the next regular meeting is scheduled for June 1,
165 2015 at 6:30 p.m. which the proposed budget for Fiscal Year 2015/2016 will be presented at
166 the meeting, as well.

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168 Mr. Flateau requested that the budget format be changed this year as he wants there to be
169 separate columns for the current year's budget for 2014/2015 to have a separate line item
170 that shows what was approved and what was actually spent, so they can determine the
171 amounts that are being rolled over from 2014/2015 to 2015/2016.

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173 **SEVENTEENTH ORDER OF BUSINESS** **Audience Comments**

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175 Mr. Steve White stated that the aquatic bill from American Ecosystems was dated 3/1/15,
176 two separate date stamps show it was received on 2/17 and also on 2/27, and then it was approved
177 on 2/25. He would like to know an explanation for this. Mr. Huber said he must have put the
178 wrong date when he approved it.

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180 Mr. Steve White also stated that the bonds closed when they were supposed to, but they
181 were held and paid on May 1, 2015. No one discussed in the meeting whether to pay the 1% late
182 fee or not.

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184 There was also a website discussion and Mr. Flateau asked if there could be an option when
185 clicking on the Full Agenda on the website if a pop up window is available to give people an option
186 to select the two page agenda or a full page agenda. Mr. Huber will send a two page agenda so that
187 option will be available.

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189 **EIGHTEENTH ORDER OF BUSINESS** **Supervisor Requests**

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191 Mr. Milano recommended that a plastic edge be installed around the mulch beds in
192 Castleway near the bridge for safety purposes to keep the large pine bark in the beds. Mr. Huber

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will confer with Ms. Rairigh from Austin Outdoor and Mr. Milano to brainstorm for ideas. The Board requested a proposal to make all of the mulch beds safe in the whole community.

Mr. Milano said that the website looks great and asked Steve White to put a FAQ page on the front to avoid any confusion between what the HOA vs the CDD is responsible for. Mr. White said he would be happy to oblige as long as someone provides him the content.

NINETEENTH ORDER OF BUSINESS Adjournment

On a Motion by Mr. Levy, seconded by Mr. Bobick, with all in favor, the Board of Supervisors adjourned the meeting at 9:19 p.m. for Ballantrae Community Development District.

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Assistant Secretary


Chairman/Vice Chairman