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***BALLANTRAE  
COMMUNITY DEVELOPMENT  
DISTRICT***

***Agenda Package***

***Board of Supervisors  
Regular Meeting***

***Date & Time:***

***Monday  
April 2, 2018  
6:30 pm***

***Location:***

***Ballantrae Community Center  
17611 Mentmore Blvd.  
Land O' Lakes, Florida***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

# BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the Ballantrae Community Center, located at 17611 Mentmore Blvd.,  
Land O' Lakes, Florida 34638.

<b>District Board of Supervisors</b>	James Flateau Richard Levy Steve Bobick Tony Thomas Christopher Milano	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Paul Cusmano	DPFG
<b>District Attorney</b>	Vivek Babbar	Straley, Robin & Vericker
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting Services, Inc.

**All cellular phones and pagers must be turned off during the meeting.**

## **The District Agenda is comprised of seven different sections:**

The meeting will begin promptly at **6:30 p.m.** with roll call of the Board of Supervisors. Section **two** is **Audience Questions and Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING. The **third** section is called Staff Reports from **District Counsel, landscaping, field manager, pond manager and District Engineer Reports**. This section allows the staff to update the Board of Supervisors on any pending issues that are being researched for Board action. The **fourth** section is Administrative Matters section and contains meeting minutes and financial statements that require the review and approval of the District Board of Supervisors as a normal course of business. The **fifth** section is called **Business Matters**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The **sixth** section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The **seventh** section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Comment & Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

## **BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: **Monday, April 2, 2018**  
Time: 6:30 p.m.  
Location: Ballantrae Community Center  
17611 Mentmore Blvd.  
Land O'Lakes, Florida

Conference Call No.: (563) 999-2090  
Code: 686859#

### ***AGENDA***

#### **I. Roll Call**

#### **II. Audience Questions and Comments on Agenda items**

#### **III. Staff Reports**

- A. District Counsel
- B. Landscaping Yellowstone – Maintenance Report Exhibit 1
  - 1. Consideration of Proposals Exhibit 2
    - a. Playground Mulch
    - b. Structural Oak Tree Pruning Phase 3
- C. DPFG Field Report Exhibit 3
  - March Operations Report
  - March Grade Sheet
  - March Score Card
- D. District Manager Exhibit 4
  - 1. Review of Draft FY 2018-2019 Budget
- E. District Engineer Exhibit 5
  - 1. Bio-Mass Tech Inc. Contract
- F. Pond Manager Exhibit 6
  - 1. Pond Report

#### **IV. Administrative Matters**

- A. Approval of Minutes of March 5, 2018 Meeting Exhibit 7
- B. Acceptance of the February 2018 Financial Statements Exhibit 8

**V. Business Matters**

- A. Old Business
- B. New Business

**VI. Staff Reports**

- A. Maintenance Supervisor
  - 1. Pool Furniture
  - 2. Florida Courts Status
  - 3. Pressure Cleaning

**VII. Audience Comments on Other Items**

**VIII. Supervisor Comments and Request**

**IX. Adjournment**

## **EXHIBIT 1.**

March

***Ballentrae CDD***

***Land O' Lakes, FL***

***3/26/2018***

***DPFG***



### **Monthly Completed Services**

#### **Landscape Maintenance**

- 1 Routine mowing maintenance services for turf growing season
- 2 Mowing, Edging, Weed Eating, Clean Up
- 3 Shrub and Tree Trimming
- 4 Landscape Bed and Hardscape Weed Control

#### **Fertilization and Pesticide Maintenance**

- 1 All Turf is scheduled for a complete fert application in April
- 2 All Shrubs will be treated with fertilizer, disease and insect control
- 3 All turf will be treated for weed control during the March inspections

#### **Irrigation Maintenance**

- 1 The irrigation is up and running.
- 2 Irrigation wet checked was preformed.

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#### **Work In Progress**

- 1 Lower hanging limbs are being raised through the rest of the bi-weekly season.
- 2 Palm tree trimming will begin the 1st week of April.

#### **Completed Work**

- 1 New well pressure tank was installed on 3-23-18
- 2 Community conservation cut backs have been completed.
- 3 Spring annual rotation set for March 8th.
- 4 Frost damaged plant material has been cut back to help permote new growth. We will monitor all plant material closely.

**EXHIBIT 2.**



## Enhancement Proposal

Job Name:	Playground Mulch	Proposal #	
Property Name:	Ballentrae CDD	Date:	March 26, 2018
Client:	Ballanttrae CDD		
Address:	c/o DPFG 1060 Maitland Center Commons Blvd Suite 340		
City/State/Zip:	Maitland, FL 32751		
Phone:	813-448-3254		

### NOTES:

Yellowstone Landscape will complete the work described below:

### Description

Please see the price below to install 35 cubic yards of ADA playground mulch in the three mulched play areas. Thanks

Materials & Services	Quantity	Unit Price	Total
ADA Playground Mulch	35	\$ 40.00	\$ 1,400.00
TOTAL PRICE			\$ 1,400.00

### ACCEPTANCE OF TERMS

Signature below authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted.

Payment terms: Net 30 days. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Client:

\_\_\_\_\_

Prepared by:

*Brian Mahar*

\_\_\_\_\_

Date:

\_\_\_\_\_

Date: March 26, 2018

\_\_\_\_\_

Internal Use Only	
Project Number:	District: San Antonio
PO Reference:	Date Work Completed:





## Enhancement Proposal

Job Name:	Structural Oak Pruning Phase 3	Proposal #	
Property Name:	Ballentrae CDD	Date:	March 26, 2018
Client:	Ballentrae CDD		
Address:	c/o DPFG 1060 Maitland Center Commons Blvd Suite 340		
City/State/Zip:	Maitland, FL 32751		
Phone:	813-448-3254		

### NOTES:

Yellowstone Landscape will complete the work described below:

### Description

Please see the price below to structurally prune, thin and lift the oak trees along Ballentrae Blvd.

Materials & Services	Quantity	Unit Price	Total
Structural Oak Tree Pruning - 61 Oak Trees	61	\$ 100.00	\$ 6,100.00
<b>TOTAL PRICE</b>			<b>\$ 6,100.00</b>

### ACCEPTANCE OF TERMS

Signature below authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted.

Payment terms: Net 30 days. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Client:

\_\_\_\_\_

Prepared by:

*Brian Mahar*

\_\_\_\_\_

Date:

\_\_\_\_\_

Date: March 26, 2018

\_\_\_\_\_

Internal Use Only	
Project Number:	District: San Antonio
PO Reference:	Date Work Completed:

**EXHIBIT 3.**

# **BALLANTRAE**

## **COMMUNITY DEVELOPMENT DISTRICT**



**March 2018**  
**OPERATIONS REPORT**

# SUMMARY

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- Inspection date: 22 March, 2018
- Mulch continues to remain low on swing sets
- Unirrigated turf showing some recovery due to rain
- Flowers and plants in village entrances looking much better
- Pond water levels remain low. Litoral shelves exposed in some areas. Need waste removal after recent windy days



# SUMMARY (CON'T)

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- Sediment build up in collection reservoir
- Safety fence is not in place has been set aside
- Fertilization was completed in February. Next fertilization event is scheduled for April
- Palms trimming scheduled to start the last week in March
- Requested proposal for tree pruning in some areas

# PLANT MATERIAL AT POOL



Palms need to be trimmed  
(scheduled)  
Plant material inside pool  
area has been maintained



Mulch missing needs  
touching- up around pool area



# BALLANTRAE PARK & CLUBHOUSE ENTRANCE



Colors are vibrant at  
Ballantrae Park



Deadheading and pruning will  
continue as the plants are restored



# VILLAGE ENTRANCES & PONDS



Ponds are low - littoral shelves exposed blow-in waste from windy days needs to be removed



Village Entrances looking much better. Colors are improved.



# POOL, PLAYGROUND AND AREA FIELD



Light poles around pool area need refinishing showing signs of age



Leveling and Mulch still needed around swings



# RESERVOIR



Still in need of Repair



Safety barriers have been removed



# MARCH GRADE SHEET

## BALLANTRAE VISUAL GRADE SHEET

March 2018

LANDSCAPE MAINTENANCE	MAXIMUM VALUE	MONTHLY SCORE	Feb	Jan	Dec	Comments
TURF MOW (grass height 2-4 inches, patterns changed, free of grass clumps and landscape debris. No more than 1/3 of grass blade to be removed)	5	5	5	5	5	
TURF FERTILITY (dead/browning grass, nutrient levels tested 2 x yearly, fertilizer streaking)	15	12.5	12.5	12.5	11.5	Fertilization completed in February
TURF EDGING (sidewalks, curbs, pathways, utility boxes, and other paved surfaces, no discharge, no irregular lines)	5	5	5	5	5	
WEED CONTROL - TURF AREAS (reasonably free of weeds)	10	8	7.5	7.5	7	
TURF INSECT/DISEASE CONTROL (monitor for pests, disease, fungus)	10	9	9	9	8.5	
PLANT FERTILITY (dead/browning shrub, shrubby shaping, rejuvenation pruning vs tabletop, yellowing)	5	4.5	4.5	4.5	4	
WEED CONTROL - BED AREAS (reasonably free of weeds)	10	8.5	9	9	8.5	
PLANT BED INSECT/DISEASE CONTROL (monitor for pests, disease, fungus)	10	9	9	9	8.5	
PRUNING & TREE TRIMMING (15 feet over roadways, 10 feet sidewalks. Palms pruned at 90 degree angle and no "carrot topping")	10	10	10	10	10	Palms will be trimmed w/o 3/26/18. Request tree pruning Regood
ORNAMENTAL GRASS PRUNING (2-4 inches in height in February)						
CLEANLINESS (debris free, leaf litter, landscape debris)	10	9	9	9	9	
MULCHING (distributed appropriately, bare areas, recommended is 1.5" no bare areas)	5	4.5	4.5	5	5	
WATER/IRRIGATION MANAGEMENT	15	14	14	13.5	14	
PRIOR MAINTENANCE ITEMS ADDRESSED	5	5	4	4	5	
SEASONAL COLOR/PERENNIAL MAINTENANCE						
VIGOR/APPEARANCE	10	9.0	8.5	8.5	9	
INSECT/DISEASE CONTROL	10	9.0	9	9	9	
DEADHEADING/PRUNING	10	10.0	10	10	10	
MAXIMUM VALUE	145	132	130.5	130.5	129	
		91%	90%	90%	89%	

DATE OF INSPECTION

22-Mar-18

CONTRACTOR SIGNATURE:

Brian Maher

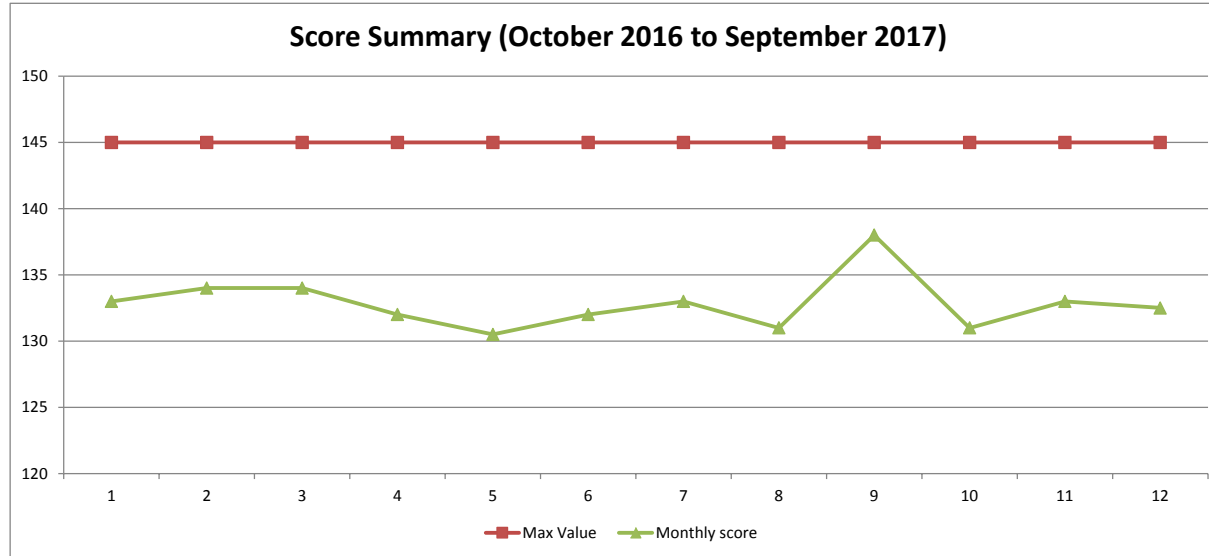
INSPECTOR SIGNATURE:

R.J. Lotito

(Promote Consistent Maintenance - Landscape Failure at 86%. Deduction based on Quality of Maintenance)

**BALLANTRAE SCORECARD FOR VISUAL GRADE SHEET FY 2017**

Score Summary (per month)	1	2	3	4	5	6	7	8	9	10	11	12
Max Value	145	145	145	145	145	145	145	145	145	145	145	145
Monthly score	133	134	134	132	130.5	132	133	131	138	131	133	132.5



LANDSCAPE MAINTENANCE	Max Value	Oct-17	Nov. 17	Dec. 17	Jan. 18	Fed. 18	Mar-17	Apr. 18	May-17	June 18	July 18	Aug. 18	Sept. 18	Avg. Score
Turf Mow	5	4	5	5	5	5	5	5	5	5	5	5	5	4.9
Turf Fertility	15	14	13	12	10	12.5	12.5	12.5	13	13	13	13	14	12.7
Turf Edging	5	5	5	5	5	5	5	5	5	5	5	5	4	4.9
Weed Control - Turf Area	10	9	8	9	9	7.5	8	7.5	8.5	9	8.5	7	8.5	8.3
Turf insect/Disease Control	10	9	9	9	10	9	9	9	9	10	9	9	10	9.3
Plant Fertility	5	4	4	5	3	4.5	4.5	4.5	4	4	4	4	5	4.2
Weed Control - Bed Area	10	8	9	8	9	9	8.5	9	9.5	9	9.5	9	9	8.9
Plant Bed Insect/Disease control	10	9	9	10	10	9	9	9	9	10	9	9	10	9.3
Pruning and Tree Trimming	10	9	10	10	10	10	10	10	10	10	10	10	10	9.9
Cleanliness	10	9	9	8	8	9	9	9	9.5	10	9.5	9	9	9.0
Mulching	5	5	5	5	5	4.5	4.5	5	5	5	5	5	5	4.9
Water/Irrigation management	15	14	14	14	14	14	14	13.5	12.5	15	12.5	15	14	13.9
Prior maintenance items	5	5	5	5	5	4	5	4	3	4	3	5	0	4.0
SEASONAL COLOR/MAINTENANCE														
Appearance	10	9	9	9	9	8.5	9	10	8.5	9	8.5	8	9	8.9
Insect/Disease Control	10	10	10	10	10	9	9	10	9.5	10	9.5	10	10	9.8
Misc.	10	10	10	10	10	10	10	10	10	10	10	10	10	10.0
<b>Total</b>	<b>145</b>	<b>133</b>	<b>134</b>	<b>134</b>	<b>132</b>	<b>130.5</b>	<b>132</b>	<b>133</b>	<b>131</b>	<b>138</b>	<b>131</b>	<b>133</b>	<b>132.5</b>	<b>132.8</b>

**EXHIBIT 4.**

**BALLANTRAE CDD - STATEMENT 1**  
**FY 2019 PROPOSED BUDGET**  
**GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ADOPTED	FY 2018 YTD - FEB	FY 2019 PROPOSED	VARIANCE 2018-2019
<b>O&amp;M REVENUES:</b>								
LANDOWNER ASSESSMENTS (NET)	\$ 914,879	\$ 912,049	\$ 1,031,399	\$ 1,028,461	\$ 1,024,660	\$ 995,650	\$ 1,024,660	\$ -
EXCESS FEES CARRYFORWARD PREVIOUS YEARS	-	-	2,791	1,822	2,791	-	2,812	21
CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	-	-	-	-	79,516	-	111,648	32,132
OTHER INCOME	7,912	7,411	9,272	10,042	-	4,730	-	-
<b>O&amp;M TOTAL REVENUES:</b>	<b>922,791</b>	<b>919,460</b>	<b>1,043,462</b>	<b>1,040,325</b>	<b>1,106,967</b>	<b>1,000,380</b>	<b>1,139,120</b>	<b>32,153</b>
<b>O&amp;M ADMINISTRATIVE EXPENDITURES:</b>								
<b>BOARD OF SUPERVISORS</b>								
SUPERVISOR STIPENDS	10,675	11,600	15,000	10,400	14,000	5,800	14,000	-
PAYROLL SERVICES	-	-	-	-	-	-	-	-
NEWSLETTER - BIMONTHLY PRINT & MAILING	965	1,291	1,612	3,618	10,000	4,421	10,000	-
WEBSITE SERVER & NAME	-	-	168	686	880	300	880	-
PUBLIC OFFICIALS LIABILITY INSURANCE	5,369	2,500	2,658	2,500	3,300	2,500	3,300	-
<b>MANAGEMENT SERVICES</b>								
ADMINISTRATIVE SERVICES	5,000	5,000	2,938	-	-	-	-	-
DISTRICT MANAGEMENT	30,000	30,000	34,908	43,950	53,200	22,165	53,200	-
FINANCIAL CONSULTING SERVICES	5,000	5,000	10,121	-	-	-	-	-
ACCOUNTING SERVICES	15,000	15,000	5,439	-	-	-	-	-
<b>ENGINEERING &amp; LEGAL SERVICES</b>								
DISTRICT ENGINEER	29,985	11,637	15,949	14,775	18,000	1,400	18,000	-
DISTRICT COUNSEL	16,220	15,745	37,433	12,113	17,300	2,992	17,300	-
<b>ADMINISTRATIVE: OTHER</b>								
ANNUAL FINANCIAL AUDIT	3,200	3,400	3,600	3,500	3,600	-	3,700	100
DISCLOSURE REPORT	1,100	1,000	-	-	1,000	-	1,000	-
TRUSTEES FEES	3,771	2,200	3,771	3,771	3,775	-	3,772	(3)
PROPERTY APPRAISER FEE	150	150	150	150	150	-	150	-
LEGAL ADVERTISING	1,133	953	2,033	645	750	167	750	-
ARBITRAGE REBATE CALCULATION	650	650	650	-	650	-	650	-
DUES, LISCENSES AND FEES	1,088	1,057	225	175	1,200	175	1,200	-
BANK CHARGES	-	-	-	165	-	-	-	-
OFFICE SUPPLIES	-	-	-	92	-	14	-	-
MISCELLANEOUS	-	-	-	177	-	-	-	-
ADMINISTRATIVE CONTINGENCY	-	-	685	-	5,000	-	5,000	-
<b>O&amp;M ADMINISTRATIVE TOTAL:</b>	<b>129,306</b>	<b>107,183</b>	<b>137,340</b>	<b>96,717</b>	<b>132,805</b>	<b>39,934</b>	<b>132,902</b>	<b>97</b>
<b>INSURANCE</b>								
INSURANCE	-	-	-	-	-	-	-	-
GERNERAL LIABILITY	6,856	5,724	5,000	10,449	3,025	6,003	3,177	152
PROPERTY CASUALTY	4,188	5,354	3,519	-	5,077	6,277	9,709	4,632
<b>INSURANCE TOTAL</b>	<b>11,044</b>	<b>11,078</b>	<b>8,519</b>	<b>10,449</b>	<b>8,102</b>	<b>12,280</b>	<b>12,886</b>	<b>4,784</b>
<b>UTILITY SERVICES</b>								
ELECTRIC UTILITY SERVICES	20,920	20,221	20,651	22,580	21,000	7,247	23,000	2,000
ELECTRIC UTILITY - RECREATION FACILITIES	14,543	14,591	12,302	10,345	15,500	3,955	15,500	-
ELECTRIC STREET LIGHTING	102,180	102,449	100,576	99,289	103,500	34,376	103,500	-
UTILITY - WATER - CLUBHOUSE & POOLS	7,484	8,610	13,527	12,947	10,500	2,061	14,000	3,500
STORMWATER ASSESSMENT	911	866	1,105	1,128	2,200	1,751	2,200	-
<b>UTILITY SERVICES SUBTOTAL</b>	<b>146,038</b>	<b>146,737</b>	<b>148,161</b>	<b>146,289</b>	<b>152,700</b>	<b>49,390</b>	<b>158,200</b>	<b>5,500</b>
<b>LAKES/PONDS &amp; LANDSCAPE</b>								
<b>LAKES/PONDS: CONTRACTS</b>								
AQUATIC CONTRACT	22,800	22,800	22,800	22,800	22,800	9,500	22,800	-
<b>LAKES/PONDS: OTHER</b>								
FOUNTAIN REPAIRS & MAINTNANCE	-	7,591	905	1,249	1,500	5,897	3,000	1,500
MITIGATION AREAS: MONITOR & MAINTAIN	1,570	-	-	-	1,500	-	1,500	-
LAKE/POND REPAIRS	8,850	2,400	15,150	-	10,000	-	10,000	-
INSTALL/REPLACE AQUATIC PLANTS	-	-	4,750	-	5,000	-	5,000	-
<b>LANDSCAPING: CONTRACTS</b>								
LANDSCAPE MAINTENANCE CONTRACT	247,385	174,507	154,246	149,856	144,240	48,077	144,240	-
LANDSCAPE OVERSIGHT/MANAGEMENT	6,000	6,000	-	-	-	-	-	-
<b>LANDSCAPING: OTHER</b>								
IRRIGATION REPAIRS AND MAINTENANCE	9,313	12,897	9,493	14,424	12,000	7,588	14,000	2,000
REPLACE PLANTS, MULCH & TREES	15,395	25,946	24,567	33,955	77,712	26,824	77,712	-
SOD & SEED REPLACEMENT	-	400	1,259	1,540	10,000	-	10,000	-
LANDSCAPE ENHANCEMENT	-	-	12,305	-	10,000	5,924	10,000	-
EXTRA MOWINGS DURING RAINY SEASON	-	-	-	-	5,000	-	5,000	-
RUST PREVENTION FOR IRRIGATION SYSTEM	9,600	10,400	10,185	10,380	10,380	3,460	10,380	-
FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	1,267	847	2,441	13,568	13,000	50	13,000	-
<b>LAKES/PONDS &amp; LANDSCAPE TOTAL</b>	<b>320,913</b>	<b>262,941</b>	<b>258,101</b>	<b>247,772</b>	<b>323,132</b>	<b>107,320</b>	<b>326,632</b>	<b>3,500</b>
<b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>								
<b>STREETS &amp; SIDEWALKS</b>								
ENTRY & WALLS MAINTENANCE	-	350	-	1,625	2,000	-	2,000	-
SIGNAGE	-	-	-	493	-	-	-	-
STREET/DECORATIVE LIGHT MAINTENANCE	-	-	-	-	1,000	-	1,000	-
SIDEWALK REPAIR & MAINTENANCE	2,600	-	-	-	1,500	-	1,500	-
<b>MAINTENANCE STAFF</b>								
EMPLOYEE - SALARIES	55,555	70,289	73,503	72,535	79,480	27,824	79,480	-
EMPLOYEE - P/R TAXES	4,437	5,938	8,698	6,343	6,083	3,723	6,833	750
EMPLOYEE - WORKERS COMP	3,612	3,243	3,300	4,959	3,960	536	3,960	-
PAYROLL PROCESSING FEES	-	-	820	1,505	1,900	652	1,900	-
EMPLOYEE- HEALTH & PHONE STIPENDS	4,800	10,000	7,200	7,052	9,600	4,000	9,600	-
MILEAGE	1,267	847	580	556	1,100	228	1,100	-
<b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>	<b>72,271</b>	<b>90,667</b>	<b>94,101</b>	<b>95,068</b>	<b>106,623</b>	<b>36,963</b>	<b>107,373</b>	<b>750</b>

**BALLANTRAE CDD - STATEMENT 1**  
**FY 2019 PROPOSED BUDGET**  
**GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ADOPTED	FY 2018 YTD - FEB	FY 2019 PROPOSED	VARIANCE 2018-2019
87 CLUBHOUSE & SAFETY & SECURITY								
88 CLUBHOUSE & MISCELLANEOUS								
89 PARK/FIELD REPAIRS	-	2,094	3,365	362	2,000	8,668	2,000	-
90 CLUBHOUSE FACILITY MAINTENANCE	9,598	6,969	2,256	4,672	9,000	134	9,000	-
91 CLUBHOUSE TELEPHONE/INTERNET/FAX	3,816	3,933	4,028	3,908	4,200	1,796	4,200	-
92 MISCELLANEOUS SUPPLIES (INCLUSIVE OF DEBIT CARD)	3,419	2,153	1,031	5,854	3,500	779	3,500	-
93 POOL/FOUNTAIN/SPALSH PAD MAINTENANCE	10,067	10,169	8,163	19,325	7,200	3,311	10,000	2,800
94 POOL PERMITS	-	-	705	705	750	-	750	-
95 SEASONAL LIGHTING	8,000	9,000	26,200	10,700	10,000	19,078	20,000	10,000
96 PEST CONTROL	-	-	755	955	520	200	520	-
97 CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-	3,255	-	-	-	-
98 CLUBHOUSE CLEANING	-	-	-	66	-	-	-	-
99 CLUBHOUSE MISCELLANEOUS	6,877	10,712	7,297	635	17,500	204	17,500	-
100 SAFETY & SECURITY								
101 PART-TIME LAW ENFORCEMENT DETAILS	38,590	35,760	41,960	35,120	50,000	9,240	50,000	-
102 SALARY FOR SUMMER MONITOR AT BOTH POOLS	14,978	13,420	16,911	19,741	23,500	-	23,500	-
103 EMPLOYEE P/R TAXES	1,215	1,128	1,388	1,882	2,000	-	2,000	-
104 EMPLOYEE WORKER'S COMP	1,226	1,030	1,111	1,300	1,300	-	1,300	-
105 VIDEO SURVEILLANCE	95	-	185	-	-	-	-	-
106 SECURITY - OTHER (GATE SERVICE)	-	-	3,974	2,497	1,000	842	1,000	-
107 CLUBHOUSE & SAFETY & SECURITY	97,881	96,368	119,329	109,677	132,470	44,252	145,270	12,800
108								
109 O&M CONTINGENCY & CAPITAL PROJECTS								
110 O&M Contingency	25,318	6,618	13,997	-	34,257	-	34,257	-
111 TOTAL O&M CONTINGENCY & CAPITAL PROJECTS	25,318	6,618	13,997	-	34,257	-	34,257	-
112								
113 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	802,771	721,592	779,548	705,972	890,089	290,139	917,520	27,431
114								
115 EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.	120,020	197,868	263,914	334,353	216,878	710,241	221,600	4,722
116								
117 OTHER FINANCING SOURCES AND (USES)								
118 RESERVES TRANSFERS OUT-OTHER FINANCING USES								
116 EMERGENCY RESERVE	100,000	25,000	-	-	-	-	-	-
117 ASSET RESERVE	69,458	50,000	-	-	41,878	-	46,600	4,722
118 BILL PAYMENT RESERVE	100,000	-	-	-	-	-	-	-
119 PARK DEVELOPMENT RESERVE	110,150	110,150	175,000	-	175,000	-	175,000	-
120 OTHER - TRANSFER OUT	-	-	-	190,150	-	-	-	-
121 TOTAL OTHER FINANCING SOURCES AND (USES)	379,608	185,150	175,000	190,150	216,878	-	221,600	4,722
122								
123 O&M TOTAL EXPENDITURES	1,959,832	1,621,716	954,548	896,122	1,106,967	290,139	1,139,120	32,153
124								
125 NET CHANGE IN FUND BALANCE	(259,588)	12,718	88,914	144,203	-	710,241	(0)	(0)

**BALLANTRAE CDD - STATEMENT 2**

**FY 2019 PROPOSED BUDGET**

**RESERVES**

	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>VARIANCE</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>2018-2019</b>

**1 REVENUES:**

**2 INTEREST REVENUE**

<b>3</b>	PARK DEVELOPMENT	\$ 388	\$ -	\$ -	\$ -	\$ -
<b>4</b>	ASSET RESERVE	564	-	-	-	-
<b>5</b>	EMERGENCY RESERVE	381	-	-	-	-
<b>6</b>	BILL PAYMENT RESERVE	256	-	-	-	-
<b>7</b>	INTEREST - PRIOR DM	648	4,421	-	-	-
<b>8</b>	<b>TOTAL REVENUE</b>	<b>2,237</b>	<b>4,421</b>	<b>-</b>	<b>-</b>	<b>-</b>

**9**

**10 RESERVES EXPENDITURES:**

<b>11</b>	ASSET RESERVE	6,413	8	-	-	-
<b>12</b>	PARK DEVELOPMENT RESERVE	12,294	-	-	-	-
<b>13</b>	PROJECTS	927	-	-	-	-
<b>14</b>	<b>TOTAL RESERVE EXPENDITURES</b>	<b>19,634</b>	<b>8</b>	<b>-</b>	<b>-</b>	<b>-</b>

**15**

<b>16</b>	<b>EXCESS OF REVENUE OVER(UNDER)EXPENDITURES</b>	<b>(17,397)</b>	<b>4,413</b>	<b>-</b>	<b>-</b>	<b>-</b>
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**17**

**18 OTHER FINANCING SOURCES SOURCES (USES)**

<b>19</b>	TRANSFER IN - PARK DEVELOPMENT	175,000	140,150	175,000	175,000	-
<b>20</b>	TRANSFER IN - ASSET RESERVE	-	50,000	45,700	46,600	900
<b>21</b>	<b>TOTAL OTHER FINANCING SOURCES SOURCES (USES)</b>	<b>175,000</b>	<b>190,150</b>	<b>220,700</b>	<b>221,600</b>	<b>900</b>

**22**

<b>23</b>	<b>NET CHANGE IN FUND BALANCE</b>	<b>157,603</b>	<b>194,563</b>	<b>220,700</b>	<b>221,600</b>	<b>900</b>
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<b>24</b>	<b>FUND BALANCE BEGINNING</b>	<b>990,087</b>	<b>1,147,690</b>	<b>1,342,253</b>	<b>1,562,953</b>	
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<b>25</b>	<b>FUND BALANCE ENDING</b>	<b>1,147,690</b>	<b>1,342,253</b>	<b>1,562,953</b>	<b>1,784,553</b>	
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**26**

<b>27</b>	<b>RESERVE BALANCE SUMMA</b>	<b>FY 2017</b>	<b>FY 2018 Adopted</b>	<b>TOTAL FY 2018</b>	<b>FY 2019 Proposed</b>	<b>Total FY 2019</b>
<b>28</b>	PARK DEVELOPMENT	610,035	175,000	785,035	175,000	960,035
<b>29</b>	ASSET RESERVE	354,676	45,700	400,376	46,600	446,976
<b>30</b>	EMERGENCY RESERVE	226,864	-	226,864	-	226,864
<b>31</b>	BILL PAYMENT RESERVE	150,678	-	150,678	-	150,678
<b>32</b>		<b>1,342,253</b>	<b>220,700</b>	<b>1,562,953</b>	<b>221,600</b>	<b>1,784,553</b>



FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
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**O&M EXPENDITURES ADMINISTRATIVE:**

Supervisor Stipends		\$ 14,000.00	Assumes 5 supervisor to be paid for 14 meetings (workshops, etc.) - \$200 per meeting
Newsletter	Express Press	\$ 10,000.00	Newsletter mailing costs, every other month
Website Server & Name	Steve White & Google Office	\$ 880.00	Google services is \$60 per month + \$160 website services
Public officials liability Insurance	Stahl Insurance	\$ 3,300.00	Pursuant to agent confirmation
Administrative Services	Not applicable	\$ -	No longer utilized
District Management	DPFG - Three Year Contract	\$ 53,200.00	
Financial Consulting Services	Not applicable	\$ -	No longer utilized
Accounting Services	Not applicable	\$ -	No longer utilized
District Engineer	Stantec-Tonja Stewart	\$ 18,000.00	Pursuant to contract and based on need
District Counsel	Straley & Robin	\$ 17,300.00	
Annual Financial Audit	FY 2016: \$3,500; FY 2017: \$3,600 and FY 2018:\$3,700	\$ 3,700.00	Dibartolomeo. Need new contract with fees for 2019
Disclosure Report		\$ 1,000.00	
Trustee Fees	US Bank - Series 2015	\$ 3,772.00	Confirmed with trustee
Property Appraiser Fee	Pasco County	\$ 150.00	
Legal Advertising	local newspaper	\$ 750.00	Estimated public notice for 3 public hearings, 1 yearly meeting schedule
Arbitrage Rebate	LLS Tax Solutions	\$ 650.00	
Dues Licenses & Fees		\$ 1,200.00	Includes \$175 required by State Statute, Pasco Alliance renewal and other mics.
Administrative Contingency		\$ 5,000.00	
		<b>\$ 132,902.00</b>	

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
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**O&M FIELD OPERATIONS EXPENDITURES**

Electric Utility Services	Progress Energy	\$ 23,000.00	Average billing
Electric Utility Services - Recreation	Progress Energy	\$ 15,500.00	Average billing
Electric Streetlighting	Progress Energy	\$ 103,500.00	Average billing
Utility-Water-Clubhouse & pools	Pasco County	\$ 14,000.00	Average billing
Stormwater Assessment	Pasco County Tax Collector	\$ 2,200.00	To account for increase
Aquatic Contract	American Ecosystems	\$ 22,800.00	Pursuant to contract
Fountain Repairs & Maintenance	Misc	\$ 3,000.00	Estimated, as needed
Mitigation Areas:Monitor & Maintain	Misc	\$ 1,500.00	Estimated, as needed
Lake/Pond Repairs	Misc	\$ 10,000.00	Earmarked for as needed
Install/Replace Aquatic Plants	American Ecosystems	\$ 5,000.00	Pursuant to presentation to install plants
General Liability Insurance	Egis Insurance	\$ 3,177.00	Pursuant to agent
Property Casualty	Egis Insurance	\$ 9,709.00	Pursuant to agent
Landscape Maintenance Contract	Yellowstone	\$ 144,240.00	Pursuant to contract addendumn - \$12,020 monthly
Landscape Oversight/Management	Not applicable	\$ -	No longer utilized
Irrigation Repairs & Maintenance	Yellowstone	\$ 14,000.00	As needed, also pursuant to irrigation study to be perfomed by USIS
Replace Plants, Mulch & Trees	Yellowstone	\$ 77,712.00	1x yearly mulch-\$16,000, annuals \$3,803 per rotation (4 rotations) Mulch and annuals total \$31,212. \$46,500 for misc. replacement
Sod & Seed Replacement	Yellowstone	\$ 10,000.00	As needed
Landscape Enhancement	Yellowstone - TBD	\$ 10,000.00	Projects that come up during the year
Extra Mowings During Rainy Season	Yellowstone	\$ 5,000.00	As needed

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>O&amp;M FIELD OPERATIONS EXPENDITURES CONTINUED</b>			
Rust Prevention for Irrigation System	Suncoast Rust	\$ 10,380.00	Monthly charge of \$865 per contract
FIELD MISCELLANEOUS INCUSIVE OF TRAPPER		\$ 13,000.00	Five park benches along Ballantra & Mentmore Blvds.Misc., & trapper
Entry & Walls Maintenance	various	\$ 2,000.00	Estimated, as needed
Street/Decorative Light Maintenance	various	\$ 1,000.00	Estimated, as needed
Castleway Wall/Fence (New)	Not applicable	\$ -	Not for the FY 2017 year
Sidewalk Repair & Maintenance	various	\$ 1,500.00	Estimated, as needed
Additional Part-time Employee (New)		\$ -	
Employee-Salaries		\$ 79,480.00	Maintenance supervisor - \$19.44 per hour. Assistant maintenance-\$13.79 per hour. Both employees work 40 hours. Plus overtime hours for meeting attendance and other misc.
Employee-P/R Taxes		\$ 6,833.40	7.65% of payroll, additional \$750 added
Employee - Workers Comp	Stahl Insurance	\$ 3,960.00	Add 10% to PY actual per insurance agent.
Payroll processing fees	Paychex	\$ 1,900.00	Prior DM included as part of salaries. Prior amount was \$190 per month. Year end of processing at \$105
Employee-Health & Phone Stipends		\$ 9,600.00	
Mileage	various	\$ 1,100.00	Estimated, as needed

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>PARKS &amp; RECREATION</b>			
Park & Field Repairs	various	\$ 2,000.00	Estimated, as needed
Clubhouse Facility Maintenance	various	\$ 9,000.00	Estimated, as needed (includes swipe cards, signage, pest control, etc.).
Clubhouse, telephone & internet	Brighthouse	\$ 4,200.00	
Miscellaneous Supplies	various	\$ 3,500.00	Estimated, as needed
Pool/Fountain/Splashpad Maintenance	Poolsure	\$ 10,000.00	\$750 for 6 months and \$450 for six months for a total of \$7,200. Additonal \$2,800 for repairs
Pool Permits		\$ 750.00	as required by Statute
Seasonal Lighting		\$ 20,000.00	
Pest Control		\$ 520.00	Tropicare Termite - \$40 monthly
Clubhouse Miscellaneous	TO BE DETERMINED	\$ 17,500.00	Additional misc expenditures as needed and \$10,000 earmarked for special projects
Part-Time Law Enforcement Details	FHP	\$ 50,000.00	Paid at \$40 per hour - Approximately 1,125 hours
Salary for Summer Monitor at Both Pools		\$ 23,500.00	Paid at \$10 per hour
Employee P/R Taxes		\$ 2,000.00	7.65% of gross payroll
Employee Workers Comp		\$ 1,300.00	
GATE REPAIR SERVICE		\$ 1,000.00	

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>RESERVES &amp; CONTINGENCY</b>			
O&M contingency		\$ 34,257.00	
O&M Projects		\$ -	To be Determined
Transfer to Emergency Reserve			
Transfer to Asset Reserve		\$ 46,600.00	Based on Custom reserves Study
Transfer to Bill Payment Reserve		\$ -	Pursuant to GASB; Bill payment reserve should represent 3 months of expenditures before other financing uses (transfers)
Transfer to Park Development Reserve		\$ 175,000.00	

**EXHIBIT 5.**

# Stormwater Structure Reconstruction Agreement

This Stormwater Structure Reconstruction Agreement (this “**Agreement**”) is made and entered into as of the 23rd day of March, 2018 by and between the Ballantrae Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes whose mailing address is c/o DPFPG, 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 (the “**District**”), and **Bio-Mass Tech, Inc.**, whose mailing address is 15212 State Road 52, Land O’Lakes, Florida 34638 (the “**Contractor**”).

## Background Information:

The District owns and maintains the stormwater ponds within the District. A stormwater structure has been damaged and is in need of removal and reconstruction services. The Contractor is duly licensed in the state of Florida and qualified to perform the job duties and has any and all approvals and licenses as required by law to provide these services. The Contractor is familiar with the District’s property and has inspected the stormwater structure. The Contractor has submitted a proposal to meet the District’s needs and complete the work described in this Agreement.

## Operative Provisions:

1. **Incorporation of Background Information.** The background information stated above is true and correct and by this reference is incorporated as a material part of this Agreement.
2. **Description of Work.** The Contractor shall furnish all services, labor, materials and equipment necessary for the complete performance of the work described below:
  - a. Removal of the damaged floor within the structure
  - b. Installation of a 6” French drain system with 6 - 3” concrete penetrations
  - c. Repair the east wall of the structure
  - d. Reconstruct the floor of structure
  - e. Tie in the floor into the walls of the structure
  - f. At the conclusion of the work, Contractor shall dispose of any waste material at an off-site waste disposal facility.
3. **Time of Commencement and Completion.** Contractor shall commence the work no later than \_\_\_\_\_, 2018.
4. **Completion of the Work.** Contractor shall finish the work no later than \_\_\_\_\_, 2018. Contractor will perform the work in a timely manner, time being of the essence of this Agreement.
5. **Responsibilities of the District.** The District shall ensure Contractor has access to the job sites via the shortest practical route.
6. **Compensation.**
  - a. Contractor shall perform the work described above for the aggregate amount of \$14,000.
  - b. Upon completion of the work, the District and its engineer shall inspect, test, and approve the work to ensure the work was performed correctly.

- c. Upon the District's approval of the work, the Contractor shall submit an invoice for the work performed and the District shall pay the Contractor within thirty (30) days of receipt of the invoice.
  - d. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers, or laborers, and further require that the Contractor provide an affidavit relating to the payment of said indebtedness.
7. **Care of the Property.** Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair or replace, to the District's satisfaction, any damage at no additional cost to the District resulting from Contractor's activities and work within twenty-four (24) hours. In the event Contractor does not repair or replace the damage to District's satisfaction, Contractor shall be responsible for reimbursing District for such damages or the District may elect to deduct the costs of the repair from the payment to Contractor for the work under this Agreement.
8. **Independent Contractor.** The District and Contractor agree and acknowledge that Contractor shall serve as an independent contractor of the District. Contractor and District agree that Contractor is and shall remain at all times an independent contractor and shall not in any way claim or be considered an employee of the District.
9. **Responsibilities of the Contractor**
- a. The Contractor agrees to undertake work and/or perform or have performed such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor.
  - b. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards.
  - c. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
  - d. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor at no additional cost to the District as if described and delineated in this Agreement.
  - e. Upon discovery of any information or defect that may affect the work, the Contractor shall immediately provide the District written notice of such information or defect. Failure of the Contractor to report such items shall result in the Contractor incurring full responsibility and cost for repairs necessary.
  - f. All permits necessary for the work to be performed under this Agreement shall be paid for and obtained by the Contractor.



- g. Contractor shall be responsible for taking all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to, (i) all employees hired by it or any subcontractor; (ii) District's agents and representatives and other persons authorized by District to visit the site or the work; (iii) all other persons who may be affected by Contractor's activity at the site; and (iv) property (including, but not limited to, the work, equipment and materials belonging to Contractor, District or other contractors employed by District) at the site or adjacent thereto. Such precautions may include, at District's request, the separation of Contractor's equipment and materials from that of other contractors.
- h. Contractor shall have custody of and be responsible for the care and maintenance of the partially completed work and the finished work until final approval by District. Contractor shall repair or replace at its own expense any damage to the work due to any cause, and shall do such remedial work as may be necessary to maintain the work in proper condition until all parts of the work have been completed in accordance with this Agreement and delivered undamaged to District and approved by the District Engineer.
- i. The Contractor agrees that the District shall not be liable for the payment of any work or services unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

#### **10. Contractor's Warranties:**

- a. Contractor has satisfied itself and verified, by its own independent investigation and study, (i) all the conditions affecting the site, the work to be done and materials to be furnished; (ii) the conditions under which the work is to be done; and has executed this Agreement based solely on such investigation, study and determination made by it, and not in reliance upon any representation by District or by anyone acting for or on behalf of District.
- b. Contractor warrants to District that the (i) materials and equipment furnished under this Agreement will be of good quality and new unless otherwise required or permitted by this Agreement, (ii) work will be free of defects not inherent in the quality required or permitted by this Agreement, and (iii) work will conform to the requirements of this Agreement. Any portion of the work not conforming to these requirements may be considered defective.
  - i. If requested in writing by District within one year of the date of payment by the District, Contractor shall furnish reasonable evidence as to the kind and quality of materials and equipment furnished under this Agreement.
  - ii. If within one year after the date of payment by the District, any of the work is found not to comply with the requirements of this Agreement, then Contractor shall correct such noncompliant portion of the work at its expense promptly after receiving written notice from District requesting such correction. This one-year period shall be extended with respect to portions of the work completed after the date of payment by the District, if any, by a period equal to the time between the date of payment by the District and the actual completion of such portion of the

work. The provisions of this subparagraph shall survive approval of the work under this Agreement. Contractor's warranty is in addition to, and does not limit in any way District's claims for latent/patent defects or claims for warranties set forth by law, or any implied warranties recognized by applicable statutory or common law.

**11. Insurance.**

- a. The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:
  - i. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - ii. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards: Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
  - iii. Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
  - iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- b. The District, its staff, consultants and supervisors shall be named as an additional insured. The Contractor shall furnish the Districts with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the Districts unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.
- c. Contractor shall require all of its subcontractors and suppliers of every tier to procure and maintain all of the same types of insurance coverages which are required of Contractor under this Agreement, and to furnish the District with certificates of insurance and endorsements complying with this Paragraph.
- d. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District obtaining the required insurance.
- e. With respect to any insurance Contractor is required to maintain pursuant to this Agreement, or does maintain, for the work and/or the site, including, without limitation, that set forth herein, Contractor warrants that Contractor has the right to waive any and all rights of subrogation which Contractor's insurance carriers might have or claim against District, arising out of the work and/or the site. Contractor hereby waives to the

fullest extent legally permitted all such present and future rights of subrogation and agrees to hold harmless, defend and indemnify District from all such subrogation claims. Contractor shall require such waivers from its subcontractors and suppliers. Contractor and its subcontractors' and suppliers' policies shall provide such waivers by endorsement. A waiver of subrogation shall be effective as to a person or entity even if that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium and whether or not the person or entity had an insurable interest in the property damaged or person injured.

## **12. Subcontractors.**

- a.** Prior to the retention or hiring of a subcontractor, Contractor shall inform the District which persons, firms or entities which Contractor proposes to engage to furnish labor and/or materials in constructing the improvements and, if requested by District, will furnish District with a copy of all written agreements (including subcontracts and purchase orders) therefor.
  - i.** Contractor agrees that District has the right in its sole discretion to disapprove any subcontractor of any tier.
  - ii.** District also shall have the right to telephone or otherwise communicate with each subcontractor of every tier to verify the facts disclosed by any list or any invoice submitted to District, or for any other purpose.
  - iii.** All subcontracts let or amended by Contractor relating to the work shall require disclosure to District of information sufficient to make verification.
  - iv.** Any subcontractor or individual laborer whom District or District Engineer believes in good faith not to be qualified to pursue the work or whom District does not wish to be engaged in the work, shall be excluded from the work, and shall be replaced with a subcontractor or laborer approved by District and District Engineer.
  - v.** Each approved subcontract shall contain provisions which specifically bind such subcontractor to the applicable terms and provisions of this Agreement and shall also contain provisions permitting assignment thereof to District as provided below.
- b.** Contractor agrees to hold its subcontractors, including all persons directly or indirectly employed by them, responsible for any damages due to breach of contract or any negligent act and to diligently endeavor to effect recoveries of such damages.
- c.** The District shall be deemed to be a third party beneficiary of, but shall not have any obligation under, each subcontract and may, if District elects, require (following Contractor's default under this Agreement or District's termination of this Agreement) that a subcontractor perform all of the then unperformed duties and obligations of such subcontractor thereunder for the benefit of District (rather than Contractor).
  - i.** In the event that District requires any such performance by a subcontractor for the direct benefit of District, then District shall be bound and obligated to pay such subcontractor for such portion of the work done by such subcontractor in accordance with the terms of this Agreement for such portion performed in strict conformance to this Agreement to date (to-wit: the reasonable value of that

portion of the subcontract performed by such subcontractor) and subsequent to the date that District elects to invoke such rights.

- ii. District's liability in connection herewith, however, is not to exceed the amount obtained by subtracting from the subcontract price the total of all sums paid by Contractor to subcontractor prior to District's invoking its rights hereunder with respect to direct performance by subcontractor for District. In the event that District elects to invoke such rights, District shall give written notice of such election to Contractor and such subcontractor. Any amounts paid by District to a subcontractor shall be either (a) deducted from the amount due to Contractor under this Agreement or (b) reimbursed if District has already paid Contractor, by Contractor to District upon District's written demand.

13. **Indemnification.** Contractor agrees to indemnify and hold the District and its officers, agents and employees harmless from any and all liability, claims, actions, suits, demands and obligations by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor. Obligations shall include the payment of all settlements, judgments, damages, penalties, forfeitures, back pay, court costs, arbitration and/or mediation costs, litigation expenses, attorney's fees and paralegal fees (whether in court, out of court, on appeal or in bankruptcy proceedings), as ordered.
14. **Enforcement.** A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance. In the event either party is required to enforce this Agreement or any provision hereof by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the non-prevailing party all fees and costs incurred, including but not limited to reasonable attorneys' fees incurred prior to or during any litigation or other dispute resolution and including fees incurred in appellate proceedings.
15. **Limitations on Governmental Liability.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.
16. **Labor, Materials and Equipment Claims.** The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it, to perform under this Agreement. In the event that the Contractor does not pay or satisfy any claim or attempted lien within three (3) business days after the filing of a notice thereof, the District, in addition to any or all remedies available under this Agreement, may terminate this Agreement effective upon the giving of notice.
17. **Negotiation at Arm's Length.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any Party.

18. **Termination.** Either party shall have the right to terminate this Agreement upon failure of to cure any defaults after thirty (30) days written notice. Upon receipt of a termination notice Contractor will cease performance of the work and make every reasonable effort to procure cancellation of all existing orders for materials. Contractor will be entitled to receive as its exclusive remedy payment for the actual cost of materials purchased by Contractor and the work performed up to the time of receipt of the notice (as the percentage of completion is reasonably determined by the District) with the compensation amount being prorated accordingly.
19. **Amendment.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
20. **Authority to Contract.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
21. **Notices.** All notices, requests, consents and other communications hereunder shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the parties, as follows:
- a. If to Contractor: Bio-Mass Tech, Inc.,  
15212 State Road 52,  
Land O'Lakes, Florida 34638-6811
- b. If to District: Ballantrae Community Development District  
c/o DPFG  
15310 Amberly Drive,  
Suite 175,  
Tampa, Florida 33647  
Attn: District Manager
- With a copy to: Straley Robin Vericker  
1510 West Cleveland Street  
Tampa, Florida 33606  
Attn: Vivek K. Babbar
22. **Third Party Beneficiaries.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
23. **Assignment.** Contractor may not assign this Agreement or any monies to become due hereunder without the prior written approval of the District. Any assignment entered into without the written approval of the District shall be invalid and unenforceable.

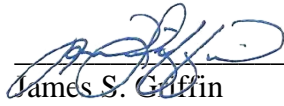
24. **Applicable Law.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in Pasco County, Florida.
25. **Public Records.** As required under Section 119.0701, Florida Statutes, Contractor shall (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of the Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 418-7473, OR BY EMAIL AT [paul.cusmano@dpfg.com](mailto:paul.cusmano@dpfg.com), OR BY REGULAR MAIL AT 15310 Amberly Drive, Suite 175, Tampa, Florida 33647.**

26. **Compliance with Governmental Regulation.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances, including conservation easements applicable to the District. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or material men, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.
27. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.
28. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party, except as set forth in this Agreement. To the extent that any provisions of this Agreement conflict with the provisions in any exhibit, the provisions in this Agreement shall control over provisions in any exhibit.

**IN WITNESS WHEREOF**, the parties hereto have signed this Agreement on the day and year first written above.

**Bio-Mass Tech, Inc.**

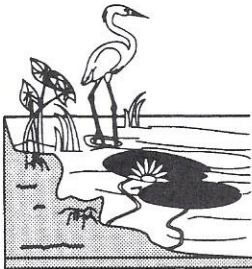
  
\_\_\_\_\_  
James S. Giffin  
Vice President

**Ballantrae Community Development District**

\_\_\_\_\_  
James Flateau  
Chair of the Board of Supervisors

**EXHIBIT 6.**





Serving Florida Statewide



# American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

**TREATMENT REPORT**

P.O. Box 40517

St. Petersburg, FL 33743-0517

Phone (727) 545-4404

CUSTOMER: Ballentrac ACCOUNT # \_\_\_\_\_BIOLOGIST: Fitzhenry DATE: 3/21/18 TIME: \_\_\_\_\_

SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
All sites		✓			✓	0
4,9,7,37,30,31	✓					

SITE	OTHER SERVICES PROVIDED						
	BACTERIAL TEST (FECAL COLIFORM)	FISH STOCKING	MECHANICAL WEED REMOVAL	AQUATIC PLANT INSTALLATION	CLARIFICATION	POND DYE	AERATION SYSTEM SERVICING

COMMENTS: All sites treated for invasive growth  
as needed, sites 4,9,7,37,30,31 also  
treated for algae

Customers Signature \_\_\_\_\_ Date 3/21/18

**EXHIBIT 7.**



**C. DPFG Field Report**

Mr. Cusmano presented the DPFG Field Report and stated that he would like to start bringing an employee, Ray, to the meetings given he has been putting together the reports. Mr. Cusmano asked if anyone had any questions or comments concerning the DPFG Field Report.

**1. February Operations Report**

There being none, next item followed.

**2. February Grade Sheet**

There being none, next item followed.

**3. February Score Card**

There being none, next item followed.

**D. District Manager**

Mr. Cusmano stated the check from UPS just came in the mail.

**E. District Engineer**

Ms. Stewart presented the conclusion on the Drainage Structure Repair Work and stated she would like to work with the District Attorney for the Project. Mr. Flateau asked Ms. Stewart more about the plan with the structure. Ms. Stewart stated the project costs \$14,000.00, and that she would provide free engineering services.

Discussion ensued.

Mr. Flateau discussed the flooding and damage caused from the property adjacent to Ballantrae.

Mr. Flateau suggested going to county for assistance.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved to have Stantec oversee the repair of the Storm Water Unit located on the south east corner of Ayrshire Boulevard and Cunningham Court, not to exceed \$16,000.00, for the Ballantrae Community Development District.

Mr. Flateau requested an update on the list of ponds mentioned in the previous meeting.

Discussion ensued.

Ms. Stewart asked if the hydro mulching was discussed and asked about how far out the Torpedo Grass has spread.

Discussion ensued.

Both Mr. Cusmano and Ms. Stewart agreed to get together on Friday morning to evaluate the ponds.

**F. Pond Manager**

Mr. Flateau mentioned he saw that they treated the Torpedo Grass in every pond, from the Pond Manager Report. Mr. Cusmano assured Mr. Flateau that his statement was correct.

**FOURTH ORDER OF BUSINESS – Administrative Matters**

**A. Approval of Minutes of February 5<sup>th</sup>, 2018 Meeting**

Mr. Cusmano presented the Approval of the February 5<sup>th</sup>, 2018 Meeting Minutes and asked for any comments, questions or corrections.

Mr. Plateau requested to have the audience comments to be a bit more detailed in the minutes.

On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board accepted the February 5, 2018 Meeting Minutes for the Ballantrae Community Development District.

**B. Acceptance of January 2017 Financial Statements**

Mr. Cusmano presented the January 2017 Financial Statements and asked for any comments or questions.

*This item has been tabled to the next meeting.*

**C. Acceptance of December 2017 Financial Statements**

Mr. Cusmano stated the December 2017 Financial Statements need to be signed and approved.

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board accepted the December, 2017 Financial Statements for the Ballantrae Community Development District.

**FIFTH ORDER OF BUSINESS – Business Matters**

**A. Old Business**

Mr. Plateau opened the floor for any Old Business.

Mr. Cusmano discussed the shade structure update and suggested table umbrellas instead of installing a shade structure.

**B. New Business**

Mr. Plateau opened the floor for any New Business.

Mr. Plateau suggested that the Board should start thinking about the 2018-19 Budget Discussion for next meeting .

**SIXTH ORDER OF BUSINESS –Staff Reports**

**A. Maintenance Supervisor**

Mr. Fletcher presented the Girl Scout request for renewal.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Girl Scout Renewal for Thursday nights for the Ballantrae Community Development District.

Mr. Fletcher presented the Swim Lesson request for renewal that will start on the 2<sup>nd</sup>.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Swim Lessons Renewal that will start on the 2<sup>nd</sup> of April, for the Ballantrae Community Development District.

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Mr. Fletcher requested an approval to purchase 14 chairs for \$2,235.00.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved 14 chairs for \$2,235, funds will be taken from Line Item 114, for the Ballantrae Community Development District.

Mr. Fletcher presented all listed Pressure Wash vendors and their quotes.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved AZ to pressure wash the front entrance monument, roof and gazebo for \$920, for the Ballantrae Community Development District.

Mr. Fletcher presented the vendors and quotes to resurface the tennis court.

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Florida Courts Inc. to Resurface the Tennis Court for \$11,006, for the Ballantrae Community Development District.

Discussion ensued.  
Mr. Flateau stated they should discuss the Asset Reserve Budget, making sure each line item is compensating for the appropriate projects.

**SEVENTH ORDER OF BUSINESS – Audience Comments on Other Items**

Resident mentioned the street light issue and was concerned about the water damage down by the wiring. The same resident went to a professional and was informed that the cause might be over watering. Mr. Cusmano informed the resident that the electric company is responsible for those repairs and not the CDD.  
Discussion ensued.

**EIGHTH ORDER OF BUSINESS - Supervisor Comments and Requests**

There being none, next item followed.

**NINTH ORDER OF BUSINESS – Adjournment**

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board adjourned the meeting for the Ballantrae Community Development District.

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

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Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:   ☐ Secretary      ☐ Assistant Secretary

Title:   ☐ Vice Chairman      ☐ Chairman

**EXHIBIT 8.**



# **Ballantrae Community Development District**

Financial Statements  
(Unaudited)

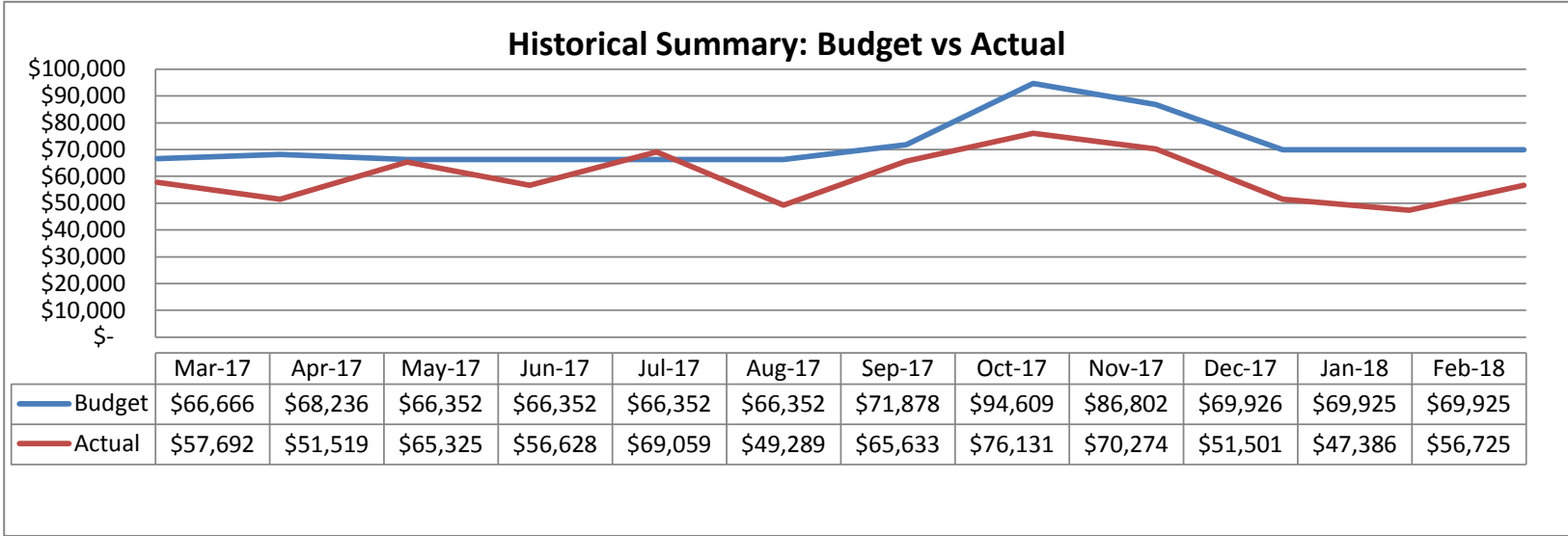
Period Ending  
February 28, 2018

**BALLANTRAE CDD**  
**Financial Report Summary - General Fund**

<b>a. FUND BALANCE:</b>			
	<b>For The Period Ending</b>	<b>2/28/2017</b>	<b>2/28/2018</b>
		<b>Actual</b>	<b>Actual</b>
CASH OPER. ACCT		\$ 632,308	\$ 940,160 (a)
CASH DEBIT CARD		1,724	1,735
INVESTMENTS		189	189
LESS: ACCOUNTS PAYABLE		37,883	25,782
DUE TO OTHER FUNDS		9,926	-
<b>NET CASH BALANCE</b>		<b>\$ 586,412</b>	<b>\$ 916,302</b>
UNRESERVED GF BALANCE (UN-ASSIGNED)		\$ 588,681	\$ 918,571
NONSPENDABLE PREPAID ITEM		\$ 1,150	\$ 1,150
RESERVE GF BALANCE (ASSIGNED) - OPERATIONS			-
<b>TOTAL GENERAL FUND BALANCE</b>		<b>\$ 589,831</b>	<b>\$ 919,721</b>
			<b>\$ 329,890</b>

<b>b. REVENUE AND EXPENDITURES (FY 2018 YTD):</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FAVORABLE</b>
	<b>YEAR-TO-DATE</b>	<b>YEAR-TO-DATE</b>	<b>(UNFAVORABLE)</b>
			<b>VARIANCE</b>
TOTAL REVENUE (YTD) COLLECTED	\$ 999,905	\$ 973,427	\$ 26,478
EXPEND. (YTD) BEFORE OTHER SOURCES & USES	(302,017)	(391,187)	89,170
<b>NET OPERATING CHANGE</b>	<b>\$ 697,888</b>	<b>\$ 582,240</b>	<b>\$ 115,648</b>

<b>c. SIGNIFICANT FINANCIAL ACTIVITY:</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>FAVORABLE</b>
	<b>YEAR-TO-DATE</b>	<b>YEAR-TO-DATE</b>	<b>(UNFAVORABLE)</b>
			<b>VARIANCE</b>
<b>REVENUE:</b>			
ASSESSMENTS-ON-ROLL (NET)	\$ 995,649	\$ 973,427	\$ 22,222
<b>EXPENDITURES:</b>			
LEGAL-GENERAL	2,992	7,208	4,216
ENGINEERING	1,400	7,500	6,100
OTHER GENERAL ADMINISTRATIVE	35,730	44,842	9,112
INSURANCE (General, Property)	12,214	8,102	(4,112)
SECURITY	9,644	32,417	22,773
MAINTENANCE STAFF	36,513	44,861	8,348
UTILITIES	49,390	64,908	15,518
CLUBHOUSE OPERATIONS	34,796	29,395	(5,401)
LANDSCAPING, IRRIGATION & IMPROVE	103,941	117,638	13,697
OTHER FIELD OPERATIONS	15,397	34,316	18,919
<b>TOTAL EXPENDITURES</b>	<b>302,017</b>	<b>391,187</b>	<b>89,170</b>



(a) Transfers of \$41.9k (asset reserve) and \$175k (park development) occur in Feb '18

**Ballantrae CDD**  
**Balance Sheet**  
**February 28, 2018**

	<b>GENERAL FUND</b>	<b>RESERVE FUND</b>	<b>DS-2015 FUND</b>	<b>TOTAL</b>
<b><u>ASSETS:</u></b>				
CASH - OPERATING ACCTS	\$ 940,160	-	-	\$ 940,160
CASH - DEBIT CARD BU	1,735	-	-	1,735
INVESTMENTS:				
STATE BOARD OF ADMIN	189	-	-	189
ASSET RESERVE	-	355,190	-	355,190
EMERGENCY RESERVE	-	227,193	-	227,193
PARK DEVELOPMENT	-	610,918	-	610,918
BILL PAYMENT RESERVE	-	150,896	-	150,896
REVENUE-SERIES 2015	-	-	559,517	559,517
RESERVE-SERIES 2015	-	-	222,968	222,968
PREPAYMENT-SERIES 2015	-	-	19	19
ACCOUNTS RECEIVABLE	3,419	-	-	3,419
ASSESSMENTS RECEIVABLE -ON ROLL	29,011	-	15,872	44,883
DUE FROM OTHER FUNDS	-	-	-	-
DEPOSITS	1,150	-	-	1,150
PREPAID ITEMS	-	-	-	-
<b>TOTAL ASSETS</b>	<b>\$ 975,664</b>	<b>\$ 1,344,197</b>	<b>\$ 798,376</b>	<b>\$ 3,118,237</b>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$ 25,782	\$ -	\$ -	\$ 25,782
ACCRUED EXPENSE PAYABLE	-	-	-	-
SALES TAX PAYABLE	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-
DEFERRED REVENUE ON-ROLL	29,011	-	15,872	44,883
<b><u>FUND BALANCE:</u></b>				
NON SPENDABLE (Deposits & Prepaid)	1,150	-	-	1,150
ASSIGNED	-	1,344,197	782,504	2,126,701
UNASSIGNED	919,721	-	-	919,721
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 975,664</b>	<b>\$ 1,344,197</b>	<b>\$ 798,376</b>	<b>\$ 3,118,237</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2017 Ending February 28, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>1 REVENUE</b>				
2 LANDOWNER ASSESSMENTS	\$ 1,024,660	\$ 973,427	\$ 995,649	\$ 22,222
3 COUNTY EXCESS FUNDS	2,791	-	-	-
4 FUND BALANCE FORWARD	79,516	-	-	-
5 OTHER INCOME (Access Cards & Misc )	-	-	4,256	4,256
<b>6 TOTAL REVENUE</b>	<b>1,106,967</b>	<b>973,427</b>	<b>999,905</b>	<b>26,478</b>
<b>8 O&amp;M ADMINISTRATIVE EXPENDITURES:</b>				
<b>9 BOARD OF SUPERVISORS</b>				
10 SUPERVISOR STIPENDS	14,000	5,833	5,800	33
11 PAYROLL SERVICES	-	-	-	-
12 NEWSLETTER - BIMONTHLY PRINT & MAILING	10,000	4,167	4,421	(254)
13 WEBSITE SERVER & NAME	880	367	179	188
14 PUBLIC OFFICIALS LIABILITY INSURANCE	3,300	3,300	2,500	800
<b>15 MANAGEMENT SERVICES</b>				
16 ADMINISTRATIVE SERVICES	-	-	-	-
17 DISTRICT MANAGEMENT	53,200	22,167	22,165	2
18 FINANCIAL CONSULTING SERVICES	-	-	-	-
19 ACCOUNTING SERVICES	-	-	-	-
<b>20 ENGINEERING &amp; LEGAL SERVICES</b>				
21 DISTRICT ENGINEER	18,000	7,500	1,400	6,100
22 DISTRICT COUNSEL	17,300	7,208	2,992	4,216
<b>23 ADMINISTRATIVE: OTHER</b>				
24 ANNUAL FINANCIAL AUDIT	3,600	1,500	-	1,500
25 DISCLOSURE REPORT	1,000	417	-	417
26 TRUSTEES FEES	3,775	3,775	-	3,775
27 PROPERTY APPRAISER FEE	150	150	175	(25)
28 LEGAL ADVERTISING	750	313	167	146
29 ARBITRAGE REBATE CALCULATION	650	271	-	271
30 DUES: LICENSES AND FEES	1,200	500	309	191
31 ADMINISTRATIVE CONTINGENCY	5,000	2,083	14	2,069
<b>32 O&amp;M ADMINISTRATIVE SUBTOTAL:</b>	<b>132,805</b>	<b>59,550</b>	<b>40,122</b>	<b>19,428</b>
<b>34 INSURANCE</b>				
<b>35 INSURANCE</b>				
36 GENERAL LIABILITY	3,025	3,025	6,003	(2,978)
37 PROPERTY CASUALTY	5,077	5,077	6,211	(1,134)
<b>38 TOTAL INSURANCE</b>	<b>8,102</b>	<b>8,102</b>	<b>12,214</b>	<b>(4,112)</b>
<b>40 UTILITY SERVICES</b>				
41 ELECTRIC UTILITY SERVICES	21,000	8,750	7,247	1,503
42 ELECTRIC UTILITY - RECREATION FACILITIES	15,500	6,458	3,955	2,503
43 ELECTRIC STREET LIGHTING	103,500	43,125	34,376	8,749
44 UTILITY - WATER - CLUBHOUSE & POOLS	10,500	4,375	2,061	2,314
45 STORMWATER ASSESSMENT	2,200	2,200	1,751	449
<b>46 TOTAL UTILITY SERVICES</b>	<b>152,700</b>	<b>64,908</b>	<b>49,390</b>	<b>15,518</b>
<b>48 LAKES/PONDS &amp; LANDSCAPE</b>				
<b>49 LAKES/PONDS: CONTRACTS</b>				
50 AQUATIC CONTRACT	22,800	9,500	9,500	-
<b>51 LAKES/PONDS: OTHER</b>				
52 FOUNTAIN REPAIRS & MAINTENANCE	1,500	625	5,897	(5,272)
53 MITIGATION AREAS: MONITOR & MAINTAIN	1,500	625	-	625
54 LAKE/POND REPAIRS	10,000	4,167	-	4,167
55 INSTALL REPLACE AQUATIC PLANTS	5,000	2,083	-	2,083
<b>56 LANDSCAPING: CONTRACTS</b>				
57 LANDSCAPE MAINTENANCE CONTRACT	144,240	60,100	60,096	4
58 LANDSCAPE OVERSIGHT/MGMT	-	-	-	-
<b>59 LANDSCAPING: OTHER</b>				
60 IRRIGATION REPAIRS AND MAINTENANCE	12,000	5,000	7,588	(2,588)
61 REPLACE PLANTS, MULCH & TREES	77,712	32,380	26,824	5,556
62 SOD & SEED REPLACEMENT	10,000	4,167	-	4,167

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2017 Ending February 28, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
63 LANDSCAPE ENHANCEMENT	10,000	4,167	5,924	(1,757)
64 EXTRA MOWINGS DURING RAINY SEASON	5,000	2,083	-	2,083
65 RUST PREVENTION FOR IRRIGATION SYSTEM	10,380	4,325	3,460	865
66 FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	13,000	5,417	49	5,368
67 <b>LAKES/PONDS &amp; LANDSCAPE TOTAL</b>	<b>323,132</b>	<b>134,638</b>	<b>119,338</b>	<b>15,300</b>
68				
69 <b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>				
70 <b>STREETS &amp; SIDEWALKS</b>				
71 ENTRY & WALLS MAINTENANCE	2,000	2,000	-	2,000
72 STREET/DECORATIVE LIGHT MAINTENACE	1,000	417	-	417
73 SIDEWALK REPAIR & MAINTENANCE	1,500	625	-	625
74 <b>MAINTENANCE STAFF</b>				
75 EMPLOYEE - SALARIES	79,480	33,117	29,029	4,088
76 EMPLOYEE - P/R TAXES	6,083	2,535	2,604	(69)
77 EMPLOYEE - WORKERS COMP	3,960	3,960	-	3,960
78 PAYROLL FEES	1,900	792	652	140
79 EMPLOYEE- HEALTH & PHONE STIPENDS	9,600	4,000	4,000	-
80 MILEAGE	1,100	458	228	230
81 <b>MAINTENANCE &amp; OPERATIONS SUBTOTAL</b>	<b>106,623</b>	<b>47,903</b>	<b>36,513</b>	<b>11,390</b>
82				
83 <b>CLUBHOUSE &amp; MISCELLANEOUS</b>				
84 <b>CLUBHOUSE &amp; MISCELLANEOUS</b>				
85 PARK/FIELD REPAIRS	2,000	833	-	833
86 CLUBHOUSE FACILITY MAINTENANCE	9,000	3,750	134	3,616
87 CLUBHOUSE TELEPHONE/INTERNET/FAX	4,200	1,750	1,796	(46)
88 MISCELLANEOUS SUPPLIES (Inclusive of Debit Card)	3,500	1,458	1,078	380
89 POOL/FOUNTAIN/SPLASH PAD MAINTENANCE	7,200	3,000	3,842	(842)
90 POOL PERMITS	750	313	-	313
91 SEASONAL LIGHTING	10,000	9,578	19,078	(9,500)
92 PEST CONTROL	520	217	200	17
93 CLUBHOUSE MISCELLANEOUS	17,500	8,496	8,668	(172)
94 <b>SAFETY &amp; SECURITY</b>				
95 PART-TIME LAW ENFORCEMENT DETAILS	50,000	20,833	8,800	12,033
96 SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	9,792	-	9,792
97 EMPLOYEE PAYROLL TAXES	2,000	833	-	833
98 EMPLOYEE WORKER'S COMP	1,300	542	-	542
99 VIDEO SURVEILLANCE	-	-	175	(175)
100 SECURITY - OTHER (GATE SERVICE)	1,000	417	669	(252)
101 <b>CLUBHOUSE/SAFETY &amp; SECURITY</b>	<b>132,470</b>	<b>61,812</b>	<b>44,440</b>	<b>17,372</b>
102				
103 <b>O&amp;M CONTINGENCY &amp; CAPITAL PROJECTS</b>				
104 O&M CONTINGENCY	34,257	14,274	-	14,274
105 <b>TOTAL O&amp;M CONTINGENCY &amp; CAPITAL PROJECTS</b>	<b>34,257</b>	<b>14,274</b>	<b>-</b>	<b>14,274</b>
106				
107 <b>TOTAL EXPENDITURES</b>	<b>890,089</b>	<b>391,187</b>	<b>302,017</b>	<b>89,170</b>
108				
109 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>216,878</b>	<b>582,240</b>	<b>697,888</b>	<b>115,648</b>
110				
111 <b>OTHER FINANCING SOURCES AND (USES)</b>				
112 <b>RESERVES TRANSFERS OUT-OTHER FINANCING USES</b>	-	-	-	-
113 EMERGENCY RESERVE				
114 ASSET RESERVE	41,878	-	-	-
115 BILL PAYMENT RESERVE				
116 PARK DEVELOPMENT RESERVE	175,000	-	-	-
117 <b>TOTAL OTHER FINANCING SOURCES &amp; USES</b>	<b>216,878</b>	<b>-</b>	<b>-</b>	<b>-</b>
118				
119 <b>O&amp;M TOTAL EXPENDITURES</b>	<b>1,106,967</b>	<b>391,187</b>	<b>302,017</b>	<b>-</b>

**Ballantrae CDD**  
**Reserve Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2017 Ending February 28, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
<b>INTEREST REVENUE</b>				
MMK - PARK DEVELOPMENT (interest)	\$ -	-	\$ 884	\$ 884
MMK - ASSET RESERVE (interest)	-	-	514	514
MMK - EMERGENCY RESERVE (interest)	-	-	329	329
MMK - BILL PAYMENT RESERVE (interest)	-	-	218	218
INTEREST EARNINGS	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>1,945</b>	<b>1,945</b>
<b>RESERVES</b>				
BANK FEES	-	-	-	-
ASSET RESERVE	-	-	-	-
<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>1,945</b>	<b>1,945</b>
<b>OTHER FINANCING SOURCES</b>				
<b>RESERVES &amp; CONTINGENCY TRANSFERS IN</b>				
PROJECTS (CONTINGENCY)	-	-	-	-
EMERGENCY RESERVE	-	-	-	-
ASSET RESERVE	41,878	-	-	-
BILL PAYMENT RESERVE	-	-	-	-
PARK DEVELOPMENT RESERVE	175,000	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>216,878</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>216,878</b>	<b>-</b>	<b>1,945</b>	<b>1,945</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>1,342,254</b>	<b>1,342,254</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 216,878</b>	<b>\$ -</b>	<b>\$ 1,344,199</b>	<b>\$ 1,344,199</b>

**Ballantrae CDD**  
**Debt Service Fund - Series 2015**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2017 Ending February 28, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
ASSESSMENT - ON-ROLL	\$ 557,776	55,778	\$ 541,904	\$ 486,126
ASSESSMENT DISCOUNTS	-		-	-
INTEREST EARNINGS	-		1,604	1,604
<b>TOTAL REVENUE</b>	<b>557,776</b>	<b>55,778</b>	<b>543,508</b>	<b>487,730</b>
<b>EXPENDITURES</b>				
INTEREST	262,736	131,368	131,368	-
PRINCIPAL	295,040	-	-	-
PRINCIPAL PREPAYMENT	-	-	-	-
<b>TOTAL CONTINGENCY</b>	<b>557,776</b>	<b>131,368</b>	<b>131,368</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>(75,590)</b>	<b>412,140</b>	<b>487,730</b>
<b>OTHER FINANCING SOURCES</b>				
TRANSFER-IN		-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>(75,590)</b>	<b>412,140</b>	<b>487,730</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>370,365</b>	<b>370,365</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ (75,590)</b>	<b>\$ 782,505</b>	<b>\$ 858,095</b>

**Ballantrae CDD**  
**Bank Reconciliation**  
**February 28, 2018**

	<u>BU Acct</u>	<u>HB Acct</u>	<u>Consolidated Oper accts</u>
Balance Per Bank Statement	\$ 2,966.13	\$ 955,415.34	\$ 958,381.47
Less: Outstanding Checks	(520.00)	(17,701.78)	(18,221.78)
<b><i>Adjusted Bank Balance</i></b>	<b><u><u>\$ 2,446.13</u></u></b>	<b><u><u>\$ 937,713.56</u></u></b>	<b><u><u>\$ 940,159.69</u></u></b>
Beginning Cash Balance Per Books	\$ 2,966.13	\$ 971,356.27	\$ 974,322.40
Deposits / Transfer	-	28,821.43	28,821.43
Transfer From BU account to HB	-	-	-
Cash Disbursements	(520.00)	(62,464.14)	(62,984.14)
<b><i>Balance Per Books</i></b>	<b><u><u>\$ 2,446.13</u></u></b>	<b><u><u>\$ 937,713.56</u></u></b>	<b><u><u>\$ 940,159.69</u></u></b>



# BALLANTRAE CDD

## Check Register FY2018

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
09/30/2017		EOM Balance Hancock Bank		2,919.00	66,688.48	230,321.34
10/01/2017	1425	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - October		4,433.00	225,888.34
10/02/2017	1426	American Ecosystems, Inc.	Lake & Pond Maint - October		1,900.00	223,988.34
10/02/2017	1427	Egis Insurance Risk Advisors	Insurance		14,714.00	209,274.34
10/02/2017	1428	Poolsure	Pool Maint - October		481.50	208,792.84
10/09/2017	1429	Duke Energy	Electricity		10,550.67	198,242.17
10/09/2017	1430	Florida Fire Service, Inc.	Fire Extinguisher Maint/Repairs		155.50	198,086.67
10/09/2017	1431	Straley Robin Vericker	Legal Svcs thru 9/15/17		125.00	197,961.67
10/09/2017	1432	Suncoast Rust Control, Inc	Rust Prevention - September		865.00	197,096.67
10/09/2017	1433	Vertex Water Features	Service Call - Fountain		80.00	197,016.67
10/09/2017	1434	William Fletcher	Fuel for Equipment (petty cash reimbursement)		17.36	196,999.31
10/09/2017	1435	Tropicare Termite and Pest Control	Pest Control		40.00	196,959.31
10/13/2017	ACH10132017	Paychex	P/R Fees		54.25	196,905.06
10/13/2017	2000258DD	Gary L. Kubler	9/25-10/8 - P/R		1,228.62	195,676.44
10/13/2017	ACH10132017	Paychex	9/25-10/8 - P/R		999.35	194,677.09
10/13/2017	2000257DD	William Fletcher	9/25-10/8 - P/R		1,594.07	193,083.02
10/17/2017	1436	Darren Petrovich	10/1,2,6 - Patrol		640.00	192,443.02
10/17/2017	1437	Dennis Hobbs	Admin Fee		200.00	192,243.02
10/17/2017	1438	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing Fee FY 2018		175.00	192,068.02
10/17/2017	1439	TCASS	9/28, 29 - Patrol		480.00	191,588.02
10/20/2017	1441	Bright House Networks	10/12-11/11 - Cable/Internet/Phone		335.90	191,252.12
10/20/2017	1442	Pasco County Utilities Services Branch	Water		474.81	190,777.31
10/20/2017	1443	Yellowstone Landscape Professionals	Landscape Maint. - Oct / Storm clean up		17,644.25	173,133.06
10/20/2017	1444	Florida Dept of Revenue	3rd Qtr Sales Tax 17		204.33	172,928.73
10/27/2017	1445	Express Press	News Letter - Nov/Dec		1,117.35	171,811.38
10/27/2017	1446	Florida Playstructures & Water Features	Splash Pad Repair		75.00	171,736.38
10/27/2017	1447	Stantec Consulting Services, Inc.	Engineering Svcs thru 10/13/17		1,207.25	170,529.13
10/27/2017	1448	Straley Robin Vericker	Legal Svcs thru 10/15/17		510.75	170,018.38
10/27/2017	1449	Yellowstone Landscape Professionals	Plants & Mulch		10,435.00	159,583.38
10/27/2017	ACH10272017	Paychex	P/R Fees		47.80	159,535.58
10/27/2017	2000265DD	Cecilio A. Thomas Jr.	BOS Mtg - 10/2/17		200.00	159,335.58
10/27/2017	2000264	Christopher Milano	BOS Mtg - 10/2/17		200.00	159,135.58
10/27/2017	2000262DD	Gary L. Kubler	10/9-10/22 - P/R		907.90	158,227.68
10/27/2017	2000260DD	James Plateau	BOS Mtg - 10/2/17		200.00	158,027.68
10/27/2017	ACH10272017	Paychex	10/9-10/22 - P/R		765.15	157,262.53
10/27/2017	2000263	Richard Levy	BOS Mtg - 10/2/17		200.00	157,062.53
10/27/2017	2000259DD	Stephen Bobick	BOS Mtg - 10/2/17		200.00	156,862.53
10/27/2017	2000261DD	William Fletcher	10/9-10/22 - P/R		1,188.72	155,673.81
10/30/2017	1450	The Pool Doctor	Pool Motor Repair & Wash Grids		3,611.30	152,062.51
10/30/2017	1451	Welch Tennis Courts, Inc.	Tennis Courts Maint		1,696.00	150,366.51
10/31/2017		EOM Balance Hancock Bank		0.00	79,954.83	150,366.51
11/01/2017	1452	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - November		4,433.00	145,933.51
11/08/2017		Deposit	Rentals/Misc	427.00		146,360.51
11/08/2017		Deposit	Rentals/Misc	2,895.00		149,255.51
11/08/2017		Pasco County Tax Collector	Tax Collection - Excess Fees FY 2017	2,812.00		152,067.51
11/10/2017	1453	Illuminations Holiday Lighting	Holiday Lighting (50% Dep)		9,500.00	142,567.51
11/10/2017	ACH11102017	Paychex	P/R Fees		46.03	142,521.48
11/10/2017	2000271	Christopher Milano	BOS Mtg - 11/7/17		200.00	142,321.48
11/10/2017	2000369DD	Gary L. Kubler	10/23-11/5/17 - P/R		1,304.73	141,016.75
11/10/2017	2000267DD	James Plateau	BOS Mtg - 11/7/17		200.00	140,816.75
11/10/2017	ACH11102017	Paychex	10/23-11/5/17 - P/R		1,049.93	139,766.82
11/10/2017	2000270	Richard Levy	BOS Mtg - 11/7/17		200.00	139,566.82
11/10/2017	2000266DD	Stephen Bobick	BOS Mtg - 11/7/17		200.00	139,366.82
11/10/2017	2000268DD	William Fletcher	10/23-11/5/17 - P/R		1,653.82	137,713.00
11/10/2017	1454	American Ecosystems, Inc.	Lake & Pond Maint - November		1,900.00	135,813.00
11/10/2017	1455	Angela Clifton Photography	Photography		900.00	134,913.00
11/10/2017	1456	Bright House Networks	11/12-12/11 - Internet/Phone		335.90	134,577.10
11/10/2017	1457	Duke Energy	Electricity		10,746.63	123,830.47
11/10/2017	1458	Florida Courts, Inc.	Resurface Court (50%)		3,400.00	120,430.47
11/10/2017	1459	Himes Electrical Services, Inc	Repair GFI		134.00	120,296.47
11/10/2017	1460	Poolsure	Pool Maint - November		481.50	119,814.97
11/10/2017	1461	Suncoast Rust Control, Inc	Rust Prevention - October		865.00	118,949.97
11/10/2017	1462	Tropicare Termite and Pest Control	Pest Control - October		40.00	118,909.97
11/10/2017	1463	Yellowstone Landscape Professionals	Landscape Maint - Nov / Prune & Lift Trees		17,733.54	101,176.43
11/13/2017	1464	Darren Petrovich	Patrol - 10/11,15,20 2017		640.00	100,536.43
11/13/2017	1465	Dennis Hobbs	Security Admin Fee - October		520.00	100,016.43
11/13/2017	1466	TCASS	Patrol - 10/7,8,10,14,16,21,22,24,26,29 2017		2,240.00	97,776.43
11/13/2017	1467	William Fletcher	Petty Cash Reimbursement		44.45	97,731.98
11/14/2017		Pasco County Tax Collector	6/1-11/1 - Tax Collections - Installments	3,857.16		101,589.14
11/17/2017	1468	Pasco County Utilities Services Branch	Water		374.53	101,214.61
11/22/2017		Pasco County Tax Collector	6/1-6/30/17 - Interest Tax Collections	17.26		101,231.87
11/22/2017	1469	Florida Courts, Inc.	Resurface Courts (final)		3,400.00	97,831.87
11/22/2017	1470	Ibukun Woodson	Rental Refund		50.00	97,781.87
11/24/2017		Pasco County Tax Collector	11/1-11/12/17 - Tax Collections	74,556.49		172,338.36
11/24/2017	ACH11242017	Paychex	P/R Fee		104.25	172,234.11
11/24/2017	2000273DD	Gary L. Kubler	11/6-11/19/17 - P/R		933.26	171,300.85
11/24/2017	ACH11242017	Paychex	11/6-11/19/17 - P/R		811.89	170,488.96
11/24/2017	2000272DD	William Fletcher	11/6-11/19/17 - P/R		1,282.69	169,206.27

# BALLANTRAE CDD

## Check Register FY2018

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
11/28/2017	1471	Mike Fasano, Pasco County Tax Collector	Tax - Stormwater		1,751.04	167,455.23
11/28/2017	1472	Securiteam	Service Call - Cameras		175.00	167,280.23
11/30/2017		EOM Balance Hancock Bank		84,564.91	67,651.19	167,280.23
12/01/2017	1473	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - December		4,433.00	162,847.23
12/08/2017		Pasco County Tax Collectors	11/13-11/20/17 - Tax Collections	248,222.51		411,069.74
12/08/2017	1474	American Ecosystems, Inc.	Lake & Pond Maint - November		1,900.00	409,169.74
12/08/2017	1475	Pasco County Utilities Services Branch	Water		633.33	408,536.41
12/08/2017	1476	Poolsure	Pool Maint - December		515.21	408,021.20
12/08/2017	1477	Securiteam	Service Call - Cameras		300.00	407,721.20
12/08/2017	1478	Straley Robin Vericker	Legal Svcs thru 11/15/17		1,601.20	406,120.00
12/08/2017	1479	Yellowstone Landscape Professionals	Landscape Maint - December		12,019.25	394,100.75
12/08/2017	1480	Dennis Hobbs	Admin Fee - November		200.00	393,900.75
12/08/2017	1481	Suncoast Rust Control, Inc	Rust Prevention - November		865.00	393,035.75
12/08/2017	1482	TCASS	11/5,11,12,25,26/17 - Patrol		1,400.00	391,635.75
12/08/2017	ACH12082017	Paychex	P/R Fees		44.25	391,591.50
12/08/2017	2000275DD	Gary L. Kubler	11/20-12/3 - P/R		1,253.99	390,337.51
12/08/2017	ACH12082017	Paychex	11/20-12/3 - P/R		1,014.90	389,322.61
12/08/2017	2000274DD	William Fletcher	11/20-12/3 - P/R		1,650.24	387,672.37
12/11/2017	1483	Vertex Water Features	Fountain Repairs & Maint.		5,076.73	382,595.64
12/11/2017	1484	Duke Energy	Electricity		11,260.71	371,334.93
12/12/2017		Pasco County Tax Collectors	11/21-11/27/17 - Tax Collections	157,798.83		529,133.76
12/18/2017		Pasco County Tax Collectors	11/28-12/3 - Tax Collections	925,361.19		1,454,494.95
12/19/2017	ACH12192017	Paychex	P/R Fee		47.80	1,454,447.15
12/19/2017	2000282DD	Cecilio A. Thomas Jr.	BOS Mtg - 12/4/17		200.00	1,454,247.15
12/19/2017	200280DD	Christopher Milano	BOS Mtg - 12/4/17		200.00	1,454,047.15
12/19/2017	2000279DD	Gary L. Kubler	12/4-12/17 - P/R		1,242.67	1,452,804.48
12/19/2017	2000277DD	James Plateau	BOS Mtg - 12/4/17		200.00	1,452,604.48
12/19/2017	ACH12192017	Paychex	12/4-12/17 - P/R		1,175.49	1,451,428.99
12/19/2017	200281	Richard Levy	BOS Mtg - 12/4/17		200.00	1,451,228.99
12/19/2017	2000276DD	Stephen Bobick	BOS Mtg - 12/4/17		200.00	1,451,028.99
12/19/2017	2000278DD	William Fletcher	12/4-12/17 - P/R		1,901.48	1,449,127.51
12/27/2017	1485	American Park and Recreation	Swing seat, clevis		172.00	1,448,955.51
12/27/2017	1486	Bright House Networks	12/12-1/11 - Internet/Phone		335.90	1,448,619.61
12/27/2017	1487	Express Press	Newsletter		1,201.66	1,447,417.95
12/27/2017	1488	Stantec Consulting Services, Inc.	Engineering Svcs thru 12/8/17		192.50	1,447,225.45
12/27/2017	1489	Tropicare Termite and Pest Control	Pest Control - November		40.00	1,447,185.45
12/27/2017	1490	William Fletcher	Supplies		13.61	1,447,171.84
12/27/2017	1491	Yellowstone Landscape Professionals	Irrigation Repairs		387.50	1,446,784.34
12/28/2017	1492	Straley Robin Vericker	Legal Svcs thru 12/15/17		245.00	1,446,539.34
12/29/2017		Pasco County Tax Collectors	12/4-12/17/17 Tax Collections	81,210.13		1,527,749.47
12/31/2017		EOM Balance Hancock Bank		1,412,592.66	52,123.42	1,527,749.47
01/01/2018	1493	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - January		4,433.00	1,523,316.47
01/01/2018	1494	Ballantrae CDD C/O US Bank	Tax Collection Distribution c/o US Bank		526,501.64	996,814.83
01/04/2018		Paychex	Deposit	55.50		996,870.33
01/05/2018	ACH01052018	Paychex	P/R Fee		74.25	996,796.08
01/05/2018	2000284DD	Gary L. Kubler	12/18-12/31 - P/R		1,253.99	995,542.09
01/05/2018	ACH01052018	Paychex	12/18-12/31 - P/R		1,034.27	994,507.82
01/05/2018	2000283DD	William Fletcher	12/18-12/31 - P/R		1,592.23	992,915.59
01/10/2018	1495	American Ecosystems, Inc.	Lake & Pond Maint - January		1,900.00	991,015.59
01/10/2018	1496	Dennis Hobbs	Admin Fee - December		320.00	990,695.59
01/10/2018	1497	Poolsure	Pool Maint - January		515.21	990,180.38
01/10/2018	1498	Suncoast Rust Control, Inc	Rust Prevention - December		865.00	989,315.38
01/10/2018	1499	TCASS	12/2,3,16,17,23,24,30 - Patrol		1,400.00	987,915.38
01/10/2018	1500	Yellowstone Landscape Professionals	Landscape Maint.		16,389.00	971,526.38
01/12/2018		Pasco County Tax Collector	12/18-12/31/17 - Tax Collections	19,648.15		991,174.53
01/16/2018	1501	Duke Energy	Electricity		3,091.12	988,083.41
01/17/2018	1502	Pasco County Utilities Services Branch	Water		359.78	987,723.63
01/17/2018	1503	Illuminations Holiday Lighting	Holiday Lighting - Final		9,500.00	978,223.63
01/19/2018	1508	Florida Dept of Revenue	4th Qtr. 2017		199.15	978,024.48
01/19/2018	ACH01192018	Paychex	P/R Fee		197.05	977,827.43
01/19/2018	2000291DD	Cecilio A. Thomas Jr.	BOS Mtg - 1/9/18		200.00	977,627.43
01/19/2018	2000290	Christopher Milano	BOS Mtg - 1/9/18		200.00	977,427.43
01/19/2018	2000288DD	Gary L. Kubler	1/1-1/14/18 - P/R		956.34	976,471.09
01/19/2018	2000286DD	James Plateau	BOS Mtg - 1/9/18		200.00	976,271.09
01/19/2018	ACH01192018	Paychex	1/1-1/14/18 - P/R		785.46	975,485.63
01/19/2018	2000289	Richard Levy	BOS Mtg - 1/9/18		200.00	975,285.63
01/19/2018	2000285DD	Stephen Bobick	BOS Mtg - 1/9/18		200.00	975,085.63
01/19/2018	2000287DD	William Fletcher	1/1-1/14/18 - P/R		1,321.20	973,764.43
01/22/2018	1504	Yellowstone Landscape Professionals	Irrigation Repairs		1,001.69	972,762.74
01/30/2018	1505	Dennis Hobbs	Admin Fee - January		200.00	972,562.74
01/30/2018	1506	TCASS	1/13,14,20,21,28, - Patrol		1,000.00	971,562.74
01/30/2018	1507	Duke Energy	11/28-12/28 - 3542 Ballantrae Blvd Pump		206.47	971,356.27
01/31/2018		EOM Balance Hancock Bank		19,703.65	576,096.85	971,356.27
02/01/2018	1509	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - February		4,433.00	966,923.27
02/02/2018		Deposit	Rentals	475.00		967,398.27
02/02/2018	ACH02022018	Paychex	P/R Fee		44.25	967,354.02
02/02/2018	2000293DD	Gary L. Kubler	1/15-1/28/18 - P/R		1,287.55	966,066.47
02/02/2018	ACH02022018	Paychex	1/15-1/28/18 - P/R		959.97	965,106.50

# BALLANTRAE CDD

## Check Register FY2018

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
02/02/2018	2000292DD	William Fletcher	1/15-1/28/18 - P/R		1,658.96	963,447.54
02/05/2018	1510	Duke Energy	11/30-1/2 - Streetlights		8,501.26	954,946.28
02/05/2018	1511	Bright House Networks	1/12-2/11 - Cable/Internet		336.27	954,610.01
02/05/2018	1512	DCSI, Inc	Proxy Cards		369.00	954,241.01
02/05/2018		Deposit	Rentals	200.00		954,441.01
02/05/2018		Darren Petrovich	Refund CDD for Unworked Hours	440.00		954,881.01
02/06/2018	1513	Poolsure	Pool Maint - February		486.32	954,394.69
02/06/2018	1514	Suncoast Rust Control, Inc	Rust Prevention - January		865.00	953,529.69
02/06/2018	1515	Tampa Bay Times	Legal Ad		83.60	953,446.09
02/06/2018	1516	Tropicare Termite and Pest Control	Pest Control - December		40.00	953,406.09
02/06/2018	1517	William Fletcher	Petty Cash - Reimbursement		18.84	953,387.25
02/06/2018	1518	Yellowstone Landscape Professionals	Landscape Maint - February		12,019.25	941,368.00
02/08/2018		Deposit	Rentals	825.00		942,193.00
02/09/2018	1519	American Ecosystems, Inc.	Lake & Pond Maint. - Feb		2,720.00	939,473.00
02/09/2018	1520	Pasco County Utilities Services Branch	Water		293.09	939,179.91
02/09/2018	1521	Poolsure	Pool Maint - March		505.58	938,674.33
02/09/2018	1522	Straley Robin Vericker	Legal Svcs thru 1/15/18		325.00	938,349.33
02/13/2018		Pasco County Tax Collector	1/1-1/31/18 - Tax Collections	26,786.10		965,135.43
02/14/2018		Pasco County Tax Collector	Tax Collection - Interest	95.33		965,230.76
02/14/2018	1523	Yellowstone Landscape Professionals	Replace Pump & Motor @ Mentmore Well		5,066.67	960,164.09
02/15/2018	ACH02152018	Hancock Bank - Op	Return check Fee		34.00	960,130.09
02/16/2018	1524	Yellowstone Landscape Professionals	Irrigation Repairs		277.50	959,852.59
02/16/2018	ACH02162018	Paychex	P/R Fee		47.80	959,804.79
02/16/2018	2000300DD	Cecilio A. Thomas Jr.	BOS Mtgs - 1/18 & 2/5/18		400.00	959,404.79
02/16/2018	2000299	Christopher Milano	BOS Mtgs - 1/18 & 2/5/18		400.00	959,004.79
02/16/2018	2000297DD	Gary L. Kubler	1/29-2/11/18 - P/R		956.34	958,048.45
02/16/2018	2000295DD	James Fleteau	BOS Mtgs - 1/18 & 2/5/18		400.00	957,648.45
02/16/2018	ACH02162018	Paychex	1/29-2/11/18 - P/R		780.80	956,867.65
02/16/2018	2000298	Richard Levy	BOS Mtgs - 1/18 & 2/5/18		400.00	956,467.65
02/16/2018	2000294DD	Stephen Bobick	BOS Mtgs - 1/18 & 2/5/18		400.00	956,067.65
02/16/2018	2000296DD	William Fletcher	1/29-2/11/18 - P/R		1,315.18	954,752.47
02/20/2018	1525	Bright House Networks	2/12-3/11 - Phone		336.28	954,416.19
02/26/2018	1526	Ballantrae CDD C/O US Bank	Tax Collection Distribution c/o US Bank		16,392.63	938,023.56
02/26/2018	1527	Straley Robin Vericker	Legal Svcs thru 2/15/18		310.00	937,713.56
02/28/2018		EOM Balance Hancock Bank		28,821.43	62,464.14	937,713.56



**BALLANTRAE CDD - STATEMENT 1**  
**FY 2018 ADOPTED BUDGET**  
**GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ADOPTED	FY 2017 - 5 MO. 10/01-02/28/2017	FY 2018 ADOPTED	VARIANCE 2017-2018
<b>O&amp;M REVENUES:</b>							
LANDOWNER ASSESSMENTS	\$ 914,879	\$ 912,049	\$ 1,031,399	\$ 1,024,660	\$ 982,649	\$ 1,024,660	\$ -
EXCESS FEES CARRYFORWARD PREVIOUS YEARS	-	-	2,791	-	-	2,791	2,791
CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	-	-	-	-	-	79,516	79,516
OTHER INCOME	7,912	7,411	9,272	-	4,935	-	-
<b>O&amp;M TOTAL REVENUES:</b>	<b>922,791</b>	<b>919,460</b>	<b>1,043,462</b>	<b>1,024,660</b>	<b>987,584</b>	<b>1,106,967</b>	<b>82,307</b>
<b>O&amp;M ADMINISTRATIVE EXPENDITURES:</b>							
<b>BOARD OF SUPERVISORS</b>							
SUPERVISOR STIPENDS	10,675	11,600	15,000	14,000	4,800	14,000	-
PAYROLL SERVICES	-	-	-	-	-	-	-
NEWSLETTER - BIMONTHLY PRINT & MAILING	965	1,291	1,612	2,000	650	10,000	8,000
WEBSITE SERVER & NAME	-	-	168	160	206	880	720
PUBLIC OFFICIALS LIABILITY INSURANCE	5,369	2,500	2,658	2,925	2,500	3,300	375
<b>MANAGEMENT SERVICES</b>							
ADMINISTRATIVE SERVICES	5,000	5,000	2,938	-	-	-	-
DISTRICT MANAGEMENT	30,000	30,000	34,908	38,200	15,916	53,200	15,000
FINANCIAL CONSULTING SERVICES	5,000	5,000	10,121	-	-	-	-
ACCOUNTING SERVICES	15,000	15,000	5,439	-	-	-	-
<b>ENGINEERING &amp; LEGAL SERVICES</b>							
DISTRICT ENGINEER	29,985	11,637	15,949	17,000	8,098	18,000	1,000
DISTRICT COUNSEL	16,220	15,745	37,433	17,300	6,388	17,300	-
<b>ADMINISTRATIVE: OTHER</b>							
ANNUAL FINANCIAL AUDIT	3,200	3,400	3,600	8,000	-	3,600	(4,400)
DISCLOSURE REPORT	1,100	1,000	-	1,000	-	1,000	-
TRUSTEES FEES	3,771	2,200	3,771	3,775	-	3,775	-
PROPERTY APPRAISER FEE	150	150	150	150	-	150	-
LEGAL ADVERTISING	1,133	953	2,033	750	274	750	-
ARBITRAGE REBATE CALCULATION	650	650	650	650	-	650	-
DUES, LISCENSES AND FEES	1,088	1,057	225	1,200	397	1,200	-
ADMINISTRATIVE CONTINGENCY	-	-	685	20,000	-	5,000	(15,000)
<b>O&amp;M ADMINISTRATIVE TOTAL:</b>	<b>129,306</b>	<b>107,183</b>	<b>137,340</b>	<b>127,110</b>	<b>39,229</b>	<b>132,805</b>	<b>5,695</b>
<b>INSURANCE</b>							
INSURANCE					-		
GERNERAL LIABILITY	6,856	5,724	5,000	5,500	10,449	3,025	(2,475)
PROPERTY CASUALTY	4,188	5,354	3,519	3,871	-	5,077	1,206
<b>INSURANCE TOTAL</b>	<b>11,044</b>	<b>11,078</b>	<b>8,519</b>	<b>9,371</b>	<b>10,449</b>	<b>8,102</b>	<b>(1,269)</b>
<b>UTILITY SERVICES</b>							
ELECTRIC UTILITY SERVICES	20,920	20,221	20,651	20,500	6,684	21,000	500
ELECTRIC UTILITY - RECREATION FACILITIES	14,543	14,591	12,302	16,000	3,775	15,500	(500)
ELECTRIC STREET LIGHTING	102,180	102,449	100,576	103,500	34,431	103,500	-
UTILITY - WATER - CLUBHOUSE & POOLS	7,484	8,610	13,527	9,500	5,031	10,500	1,000
STORMWATER ASSESSMENT	911	866	1,105	1,105	1,129	2,200	1,095
<b>UTILITY SERVICES SUBTOTAL</b>	<b>146,038</b>	<b>146,737</b>	<b>148,161</b>	<b>150,605</b>	<b>51,050</b>	<b>152,700</b>	<b>2,095</b>
<b>LAKES/PONDS &amp; LANDSCAPE</b>							
<b>LAKES/PONDS: CONTRACTS</b>							
AQUATIC CONTRACT	22,800	22,800	22,800	22,800	9,500	22,800	-
<b>LAKES/PONDS: OTHER</b>							
FOUNTAIN REPAIRS & MAINTNANCE	-	7,591	905	1,500	-	1,500	-
MITIGATION AREAS: MONITOR & MAINTAIN	1,570	-	-	1,500	-	1,500	-
LAKE/POND REPAIRS	8,850	2,400	15,150	5,000	-	10,000	5,000
INSTALL/REPLACE AQUATIC PLANTS	-	-	4,750	5,000	-	5,000	-
<b>LANDSCAPING: CONTRACTS</b>							
LANDSCAPE MAINTENANCE CONTRACT	247,385	174,507	154,246	144,231	48,077	144,240	9
LANDSCAPE OVERSIGHT/MANAGEMENT	6,000	6,000	-	-	-	-	-
<b>LANDSCAPING: OTHER</b>							
IRRIGATION REPAIRS AND MAINTENANCE	9,313	12,897	9,493	5,000	4,084	12,000	7,000
REPLACE PLANTS, MULCH & TREES	15,395	25,946	24,567	51,212	16,754	77,712	26,500
SOD & SEED REPLACEMENT	-	400	1,259	10,000	-	10,000	-
LANDSCAPE ENHANCEMENT	-	-	12,305	28,660	-	10,000	(18,660)
EXTRA MOWINGS DURING RAINY SEASON	-	-	-	5,000	-	5,000	-
RUST PREVENTION FOR IRRIGATION SYSTEM	9,600	10,400	10,185	10,380	3,460	10,380	-
FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	-	-	2,441	-	4,799	13,000	13,000
<b>LAKES/PONDS &amp; LANDSCAPE TOTAL</b>	<b>320,913</b>	<b>262,941</b>	<b>258,101</b>	<b>290,283</b>	<b>86,674</b>	<b>323,132</b>	<b>32,849</b>
<b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>							
<b>STREETS &amp; SIDEWALKS</b>							
ENTRY & WALLS MAINTENANCE	-	350	-	2,000	1,625	2,000	-
STREET/DECORATIVE LIGHT MAINTENACE	-	-	-	1,000	-	1,000	-
SIDEWALK REPAIR & MAINTENANCE	2,600	-	-	1,500	-	1,500	-
<b>MAINTENANCE STAFF</b>							
EMPLOYEE - SALARIES	55,555	70,289	73,503	76,000	29,654	79,480.00	3,480
EMPLOYEE - P/R TAXES	4,437	5,938	8,698	5,814	2,484	6,083	269
EMPLOYEE - WORKERS COMP	3,612	3,243	3,300	3,960	3,537	3,960	-
PAYROLL PROCESSING FEES	-	-	820	1,365	769	1,900.00	535
EMPLOYEE- HEALTH & PHONE STIPENDS	4,800	10,000	7,200	9,600	1,600	9,600	-
MILEAGE	1,267	847	580	1,100	107	1,100	-
<b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>	<b>72,271</b>	<b>90,667</b>	<b>94,101</b>	<b>102,339</b>	<b>39,776</b>	<b>106,623</b>	<b>4,284</b>

**BALLANTRAE CDD - STATEMENT 1**  
**FY 2018 ADOPTED BUDGET**  
**GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ADOPTED	FY 2017 - 5 MO. 10/01-02/28/2017	FY 2018 ADOPTED	VARIANCE 2017-2018
83 CLUBHOUSE & SAFETY & SECURITY							
84 CLUBHOUSE & MISCELLANEOUS							
85 PARK/FIELD REPAIRS	-	2,094	3,365	2,000	-	2,000	-
86 CLUBHOUSE FACILITY MAINTENANCE	9,598	6,969	2,256	9,000	2,300	9,000	-
87 CLUBHOUSE TELEPHONE/INTERNET/FAX	3,816	3,933	4,028	4,200	1,676	4,200	-
88 MISCELLANEOUS SUPPLIES (INCLUSIVE OF DEBIT CARD)	3,419	2,153	1,031	3,500	3,500	3,500	-
89 POOL/FOUNTAIN/SPALSH PAD MAINTENANCE	10,067	10,169	8,163	7,200	9,444	7,200	-
90 POOL PERMITS	-	-	705	-	-	750	750
91 SEASONAL LIGHTING	8,000	9,000	26,200	15,000	10,700	10,000	(5,000)
92 PEST CONTROL	-	-	755	-	160	520	520
93 CLUBHOUSE MISCELLANEOUS	6,877	10,712	7,297	10,000	2,251	17,500	7,500
94 SAFETY & SECURITY							
95 PART-TIME LAW ENFORCEMENT DETAILS	38,590	35,760	41,960	50,000	8,600	50,000	-
96 SALARY FOR SUMMER MONITOR AT BOTH POOLS	14,978	13,420	16,911	23,500	259	23,500	-
97 EMPLOYEE P/R TAXES	1,215	1,128	1,388	2,000	-	2,000	-
98 EMPLOYEE WORKER'S COMP	1,226	1,030	1,111	1,300	-	1,300	-
99 VIDEO SURVEILLANCE	95	-	185	-	-	-	-
100 SECURITY - OTHER (GATE SERVICE)	-	-	3,974	-	105	1,000	1,000
101 CLUBHOUSE & SAFETY & SECURITY	97,881	96,368	119,329	127,700	38,995	132,470	4,770
102							
103 O&M CONTINGENCY & CAPITAL PROJECTS							
104 O&M Contingency	25,318	6,618	13,997	27,102	34,257	34,257	7,155
105 TOTAL O&M CONTINGENCY & CAPITAL PROJECTS	25,318	6,618	13,997	27,102	34,257	34,257	7,155
106							
107 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	802,771	721,592	779,548	834,510	300,430	890,089	55,579
108							
109 EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.	120,020	197,868	263,914	190,150	687,154	216,878	26,728
110							
111 OTHER FINANCING SOURCES AND (USES)							
109 RESERVES TRANSFERS OUT-OTHER FINANCING USES							
110 EMERGENCY RESERVE	100,000	25,000	-	-	-	-	-
111 ASSET RESERVE	69,458	50,000	-	50,000	-	41,878	(8,122)
112 BILL PAYMENT RESERVE	100,000	-	-	-	-	-	-
113 PARK DEVELOPMENT RESERVE	110,150	110,150	175,000	140,150	-	175,000	34,850
114 TOTAL OTHER FINANCING SOURCES AND (USES)	379,608	185,150	175,000	190,150	-	216,878	26,728
115							
116 O&M TOTAL EXPENDITURES	1,959,832	906,742	954,548	1,024,660	300,430	1,106,967	82,307
117							
118 NET CHANGE IN FUND BALANCE	(259,588)	12,718	88,914	-	687,154	(0)	(0)

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>O&amp;M EXPENDITURES ADMINISTRATIVE:</b>			
Supervisor Stipends		\$ 14,000.00	Assumes 5 supervisor to be paid for 14 meetings (workshops, etc.)
Newsletter	Express Press	10,000	Newsletter mailing costs, every other month
Website Server & Name	Steve White & Google Office	\$ 880.00	Google services is \$60 per month + \$160 website services
Public officials liability Insurance	Stahl Insurance	\$ 3,300.00	Pursuant to agent
Administrative Services	Not applicable	\$ -	No longer utilized
District Management	DPFG - Three Year Contract	\$ 53,200.00	
Financial Consulting Services	Not applicable	\$ -	No longer utilized
Accounting Services	Not applicable	\$ -	No longer utilized
District Engineer	Stantec-Tonja Stewart	\$ 18,000.00	Pursuant to contract and based on need
District Counsel	Strayley & Robin	\$ 17,300.00	
Annual Financial Audit	FY 2016: \$3,500; FY 2017: \$3,600 and FY 2018:\$3,700	\$ 3,600.00	Dibartolomeo
Disclosure Report		\$ 1,000.00	
Trustee Fees	US Bank - Series 2015	\$ 3,775.00	Confirmed with trustee
Property Appraiser Fee	Pasco County	\$ 150.00	
Legal Advertising	local newspaper	\$ 750.00	Estimated public notice for 3 public hearings, 1 yearly meeting schedule
Arbitrage Rebate	LLS Tax Solutions	\$ 650.00	
Dues Licenses & Fees		\$ 1,200.00	Includes \$175 required by State Statute, Pasco Alliance renewal and other mics.
Administrative Contingency		\$ 5,000.00	
		<b>\$ 132,805.00</b>	

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
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**O&M FIELD OPERATIONS EXPENDITURES**

Electric Utility Services	Progress Energy	\$ 21,000.00	Average billing
Electric Utility Services - Recreation	Progress Energy	\$ 15,500.00	Average billing
Electric Streetlighting	Progress Energy	\$ 103,500.00	Average billing
Utility-Water-Clubhouse & pools	Pasco County	\$ 10,500.00	Average billing
Stormwater Assessment	Pasco County Tax Collector	\$ 2,200.00	To account for increase
Aquatic Contract	American Ecosystems	\$ 22,800.00	Pursuant to contract
Fountain repairs & Maintenance	Misc	\$ 1,500.00	Estimated, as needed
Mitigation Areas:Monitor & Maintain	Misc	\$ 1,500.00	Estimated, as needed
Lake/Pond Repairs	Misc	\$ 10,000.00	Earmarked to remove the failing dock as well as estimated, as needed
Install/Replace Aquatic Plants	American Ecosystems	\$ 5,000.00	Pursuant to presentation to install plants
General Liability Insurance	Egis Insurance	\$ 3,025.00	Pursuant to agent
Property Casualty	Egis Insurance	\$ 5,077.00	Pursuant to agent
Landscape Maintenance Contract	Yellowstone	\$ 144,240.00	Pursuant to contract addendum - \$12,020 monthly
Landscape Oversight/Management	Not applicable	\$ -	No longer utilized
Irrigation Repairs & Maintenance	Yellowstone	\$ 12,000.00	As needed, also pursuant to irrigation study to be performed by USIS
Replace Plants, Mulch & Trees	Yellowstone	\$ 77,712.00	1x yearly mulch-\$16,000, annuals \$3,803 per rotation (4 rotations) Mulch and annuals total \$31,212. \$26,500 for replacement at the village entrances (\$3,000 each) and the main entrance (\$8,000) Additional \$20,000 for misc. replacement

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
Sod & Seed Replacement	Yellowstone	\$ 10,000.00	As needed
Landscape Enhancement	Yellowstone - TBD	\$ 10,000.00	Projects that come up during the year
Extra Mowings During Rainy Season	Yellowstone	\$ 5,000.00	As needed
<b>O&amp;M FIELD OPERATIONS EXPENDITURES CONTINUED</b>			
Rust Prevention for Irrigation System	Suncoast Rust	\$ 10,380.00	Monthly charge per contract
FIELD MISCELLANEOUS INCUSIVE OF TRAPPER		\$ 13,000.00	Five park benches along Ballantra & Mentmore Blvds.Misc., & trapper
Entry & Walls Maintenance	various	\$ 2,000.00	Estimated, as needed
Street/Decorative Light Maintenance	various	\$ 1,000.00	Estimated, as needed
Castleway Wall/Fence (New)	Not applicable	\$ -	Not for the FY 2017 year
Sidewalk Repair & Maintenance	various	\$ 1,500.00	Estimated, as needed
Additional Part-time Employee (New)		\$ -	
Employee-Salaries		\$ 79,480.00	Maintenance supervisor - \$19.44 per hour. Assistant maintenance-\$13.79 per hour. Both employees work 40 hours. Plus overtime hours for meeting attendance and other misc.
Employee-P/R Taxes		\$ 6,083.40	7.65% of payroll
Employee - Workers Comp	Stahl Insurance	\$ 3,960.00	Add 10% to PY actual per insurance agent.
Payroll processing fees	Paychex	\$ 1,900.00	Prior DM included as part of salaries. Prior amount was \$190 per month. Year end of processing at \$105
Employee-Health & Phone Stipends		\$ 9,600.00	
Mileage	various	\$ 1,100.00	Estimated, as needed



FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>PARKS &amp; RECREATION</b>			
Park & Field Repairs	various	\$ 2,000.00	Estimated, as needed
Clubhouse Facility Maintenance	various	\$ 9,000.00	Estimated, as needed (includes swipe cards, signage, pest control, etc.).
Clubhouse, telephone & internet	Brighthouse	\$ 4,200.00	
Miscellaneous Supplies	various	\$ 3,500.00	Estimated, as needed
Pool/Fountain/Splashpad Maintenance	Poolsure	\$ 7,200.00	\$750 for 6 months and \$450 for six months for a total of \$7,200
Pool Permits		\$ 750.00	as required by Statute
Seasonal Lighting		\$ 10,000.00	
Pest Control		\$ 520.00	Tropicare Termite - \$40 monthly
Clubhouse Miscellaneous	TO BE DETERMINED	\$ 17,500.00	Additional misc expenditures as needed and \$10,000 earmarked for a table seating area near the grills
Part-Time Law Enforcement Details	FHP	\$ 50,000.00	Paid at \$40 per hour - Approximately 1,125 hours
Salary for Summer Monitor at Both Pools		\$ 23,500.00	Paid at \$10 per hour
Employee P/R Taxes		\$ 2,000.00	7.65% of gross payroll
Employee Workers Comp		\$ 1,300.00	
GATE REPAIR SERVICE		\$ 1,000.00	

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
<b>RESERVES &amp; CONTINGENCY</b>			
O&M contingency		\$ 34,257.00	
O&M Projects		\$ -	To be Determined
Transfer to Emergency Reserve			
Transfer to Asset Reserve		\$ 41,878.00	Based on Custom reserves Study the amount at the end of FY 2018 should be \$395,827
Transfer to Bill Payment Reserve		\$ -	Pursuant to GASB; Bill payment reserve should represent 3 months of expenditures before other financing uses (transfers)
Transfer to Park Development Reserve		\$ 175,000.00	

**STATEMENT 3  
BALLANTRAE CDD  
ADOPTED FY 2018 BUDGET - SERIES 2015  
DEBT SERVICE ASSESSMENT**

		<b>FY 2018 PROPOSED BUDGET</b>
<b>REVENUE</b>		
ASSESSMENTS ON-ROLL		\$ 557,776
INTEREST--INVESTMENT		-
<b>TOTAL REVENUE</b>		<b>557,776</b>
<b>EXPENDITURES</b>		
DEBT SERVICE OBLIGATION		557,776
<b>TOTAL EXPENDITURES</b>		<b>557,776</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>		<b>-</b>
TOTAL DS BUDGET		\$ 557,776.18
COLLECTION COST @ 6%		\$ 35,098.34
TOTAL		<u>\$ 592,874.52</u>



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