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***BALLANTRAE
COMMUNITY DEVELOPMENT
DISTRICT***

Agenda Package

***Board of Supervisors
Regular Meeting***

Date & Time:

***Monday
December 3, 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.

District Board of Supervisors	James Flateau Richard Levy Steve Bobick Tony Thomas Christopher Milano	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Raymond Lotito	DPFG
District Attorney	Vivek Babbar	Straley, Robin & Vericker
District Engineer	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, December 3, 2018**
Time: 6:30 p.m.
Location: Ballantrae Community Center
17611 Mentmore Blvd.
Land O'Lakes, Florida

Conference Call No.: 712-775-7031
Code: 109-516-380

AGENDA

I. Roll Call

II. Audience Questions and Comments on Agenda Items

III. Election 2018

- A. Discussion of Board Vacancy
- B. Oath of Office, Waive or Accept Compensation, Form 1 **Exhibit 1**
- C. Consideration of Resolution 2019-01; Designation of Officers **Exhibit 2**

IV. Professionals Reports

- A. District Counsel
- B. Landscape Maintenance - Yellowstone Maintenance Report
 - 1. Consideration & Approval of Yellowstone Proposal - Tree Removal - \$5,067.66 **Exhibit 3**
 - 2. Consideration and Approval of Yellowstone Proposal – Wall Cleaning and Plant Removal - \$1,630 **Exhibit 4**
 - 3. Consideration of Resident Letter – M. Call – Creeping Fig **Exhibit 5**
- C. DPFPG Field Report
 - November Operations Report **Exhibit 6**
 - November Grade Sheet **Exhibit 7**
 - November Score Card **Exhibit 8**
- D. Engineer Report - Stantec
- E. Pond Manager – American Eco-Systems, Inc. **Exhibit 9**

V. Administrative Matters

- A. Consideration & Approval of Minutes of the September 10, October 1, and November 12, 2018 Meetings **Exhibit 10**
- B. Consideration & Acceptance of the October 2018 Financial Statements **Exhibit 11**

VI. Business Matters

- A. Old Business
- B. New Business
 - 1. Consideration of Resolution 2019-02 FY 2019 Budget Amendment **Exhibit 12**
 - 2. Consideration of Proposals for Professional Services to Develop a District ADA Compliant Website
 - ADA Compliance **Exhibit 13**
 - VenturesIn.com, Inc. **Exhibit 14**

VII. Staff Reports

- A. District Manager
- B. Maintenance Supervisor

VIII. Audience Comments on Other Items

IX. Supervisor Comments and Request

X. Adjournment

EXHIBIT 1.

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of _____

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words “so help me God.” See § 92.52, Fla. Stat.]

Signature

Sworn to and subscribed before me this ____ day of _____, ____.

Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☐ **OR** *Produced Identification* ☐

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: Home Office

Street or Post Office Box

Print Name

City, State, Zip Code

Signature

FORM 1**STATEMENT OF
FINANCIAL INTERESTS****2017**Please print or type your name, mailing
address, agency name, and position below:**FOR OFFICE USE ONLY:**

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

CHECK ONLY IF ☐ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE****** BOTH PARTS OF THIS SECTION MUST BE COMPLETED ********DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR THE PRECEDING TAX YEAR, WHETHER BASED ON A CALENDAR YEAR OR ON A FISCAL YEAR. PLEASE STATE BELOW WHETHER THIS STATEMENT IS FOR THE PRECEDING TAX YEAR ENDING EITHER (must check one):

☐ DECEMBER 31, 2017 OR ☐ SPECIFY TAX YEAR IF OTHER THAN THE CALENDAR YEAR: _____**MANNER OF CALCULATING REPORTABLE INTERESTS:**FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (**must check one**):☐ **COMPARATIVE (PERCENTAGE) THRESHOLDS** OR ☐ **DOLLAR VALUE THRESHOLDS****PART A -- PRIMARY SOURCES OF INCOME** [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

PART B -- SECONDARY SOURCES OF INCOME

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

FILING INSTRUCTIONS for when
and where to file this form are
located at the bottom of page 2.**INSTRUCTIONS** on who must file
this form and how to fill it out
begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]
(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

PART E — LIABILITIES [Major debts - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]
(If you have nothing to report, write "none" or "n/a")

	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING

For **elected municipal officers** required to complete annual ethics training pursuant to section 112.3142, F.S.

☐ **I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.**

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE ☐

SIGNATURE OF FILER:

Signature:

Date Signed:

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

State officers or specified state employees who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format) and send it to CEForm1@leg.state.fl.us. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

Candidates file this form together with their filing papers.

MULTIPLE FILING UNNECESSARY: A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

WHEN TO FILE: Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2017.

NOTICE

Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

WHO MUST FILE FORM 1:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance

director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$20,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, Assistant Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$20,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

INSTRUCTIONS FOR COMPLETING FORM 1:

INTRODUCTORY INFORMATION (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: www.ethics.state.fl.us.

NAME OF AGENCY: The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

OFFICE OR POSITION HELD OR SOUGHT: The title of the office or position you hold, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

PUBLIC RECORD: The disclosure form and everything attached to it is a public record. Your Social Security Number is not required and you should redact it from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written request.

DISCLOSURE PERIOD: The tax year for most individuals is the calendar year (January 1 through December 31). If that is the case for you, then your financial interests should be reported for the calendar year 2017; check that box. If you file your IRS tax return based on a tax year that is not the calendar year, you should specify the dates of your tax year in this portion of the form and check the appropriate box. This is the "disclosure period" for your report.

MANNER OF CALCULATING REPORTABLE INTEREST

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary from serving in the position(s) which requires you to file this form. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

— If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of

a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DRO) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(5), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies; utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Dollar Value Thresholds Instructions.)

IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary received from serving in the position(s) which requires you to file this form, but this amount should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived

more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,

(2) You received more than 10% of your gross income from that business entity; **and**,

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145, F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies; utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Percentage Thresholds Instructions.)

EXHIBIT 2.

RESOLUTION 2019-01

A RESOLUTION DESIGNATING OFFICERS OF THE
BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Ballantrae Community Development District at the business meeting held on December 3, 2018 desires to appoint the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF BALLANTRAE COMMUNITY
DEVELOPMENT DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Raymond Lotito</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Janet Johns</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Ballantrae Community Development District and are hereby declared null and void.

Adopted this 3rd day of December, 2018.

Chairman

Secretary

EXHIBIT 3.



Enhancement Proposal

Job Name:	Park Tree Removal	Proposal #	
Property Name:	Ballentrae CDD	Date:	May 17, 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 remove the cluster of oaks in the NW corner of the park behind the basketball ct. These trees are in decline due to a lightning strike and are now infested with pest which has made them decline faster than normal.

Materials & Services	Quantity	Unit Price	Total
Price Includes Removal. Offsite Disposal and Stump Grinding	1	\$ 5,066.67	\$ 5,066.67
TOTAL PRICE			\$ 5,066.67

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: May 17, 2018

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

EXHIBIT 4.



Enhancement Proposal

Job Name:	Wall Cleaning and Plant Removal	Proposal #	
Property Name:	Ballentrae CDD	Date:	November 27, 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 remove and cut back plant material along the community wall along Ballentrae Blvd and Mentmore Blvd. We will only be cleaning the plant material from the exterior side if the wall, side and top. We will not clean the interior or homeowners side.

Materials & Services	Quantity	Unit Price	Total
Price includes labor, removal and off site disposal.	1	\$ 1,630.00	\$ 1,630.00
TOTAL PRICE		\$	1,630.00

ACCEPTANCE OF TERMS

Signature below authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. Prices above are valid for 90 days from date of proposal.

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: November 27, 2018

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

EXHIBIT 5.

Ray,

Thanks for taking the time to chat with me today. As discussed I have planted creeping fig along the inside of the concrete wall behind my home at 17838 Glenapp Dr. It took two years, but the creeping fig has covered the entire inside of the wall and does a great job to soften the view of the wall from my home. I did remove all of the creeping fig from the top cap of the wall this weekend so that it could be painted. However, I would like to request that the inside of the wall along the rear of my property not be painted so that I do not have to trim back the creeping fig further. Please forward my request to the board for their consideration. If you have any questions please feel free to call me.

Matt Call
813-785-7959 (Cell)

EXHIBIT 6.

BALLANTRAE

COMMUNITY DEVELOPMENT DISTRICT



**NOVEMBER 2018
OPERATIONS REPORT**

SUMMARY

- Inspection Date: 29 November 2018
- Lots Of Activity Around The Property Due To
“The Face Lift”
- Mulch Installed Around Trees In Playground. Looks
Much More Presentable
- Tree Trimming/Pruning In Progress Along Mentmore
- Christmas Light Installation Completed Working Out
Some Bugs W/ The GFI Outlets.

SUMMARY (CON'T)

- **Suggested Maintenance Items Include:**
- **Backflow Preventer Repair (Bay Area Plumbing Is A Suggested Vendor)**
- **Anchor Bike Rack At Park (Currently Not Anchored)**
- **Purchase And Install Covers For Handicapped Pool Access Chairs**
- **Pressure Washing Of Front Entrance Walkways & Decorative Brick Areas ASAP. It's The First Thing You See When You Enter The Community**

LANDSCAPE MATERIALS



Some Areas Need To Be Treated For Weeds at the Straiton Pool



Trees Between Mentmore Blvd. And Pond Are Being Lifted And Pruned This Month

LANDSCAPE MATERIALS



Over-spraying Of Weeds In Juniper Continues to make an improvement In Ayrshire

TYPICAL VILLAGE ENTRANCES



Holiday Decorations Are In Place At All Village Entrances

TYPICAL VILLAGE ENTRANCES



Lots Of Facelift Activity Going On in the CDD
Cutback of Invasive Species
Removal of Vegetation from Walls for Painting

BALLANTRAE POOL/PARK AREA



Backflow Preventer Outside of Clubhouse Needs Maintenance (Leaking) Need to
Call In a ProfessionalPlumber
Pressure Washing Still Needs To Be Accomplished

BALLANTRAE POOL/PARK AREA



Handicapped Pool Access Chairs at Both Pools Should Be Covered When Not In Use To Protect The CDD's Investment
(Although Waterproof Note The Exposed Electrical Controls)

STRAITON VILLAGE ENTRANCE



Theft Of Plants At Villages
Plants Will be Replaced in Early December

EXHIBIT 7

NOVEMBER GRADE SHEET

BALLANTRAE VISUAL GRADE SHEET November 2018

LANDSCAPE MAINTENANCE	MAXIMUM VALUE	MONTHLY SCORE	October	Sept.	August	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	14.5	14.5	14.5	14	
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	8.5	8	8.5	8.5	
TURF INSECT/DISEASE CONTROL (monitor for pests, disease, fungus)	10	9.5	9.5	9.5	9.5	
PLANT FERTILITY (dead/browning shrub, shrubby shaping, rejuvenation pruning vs tabletop, yellowing)	5	4.5	4.5	4.5	4.5	
WEED CONTROL - BED AREAS (reasonably free of weeds)	10	9.0	8	8	8	
PLANT BED INSECT/DISEASE CONTROL (monitor for pests, disease, fungus)	10	9.5	9.5	9.5	9.5	
PRUNING & TREE TRIMMING (15 feet over roadways, 10 feet sidewalks. Palms pruned at 90 degree angle and no "carrot topping")	10	9.5	9	9.5	10	
ORNAMENTAL GRASS PRUNING (2-4 inches in height in February)						
CLEANLINESS (debris free, leaf litter, landscape debris)	10	9.5	9.5	9.5	9.5	
MULCHING (distributed appropriately, bare areas, recommended is 1.5" no bare areas)	5	4.5	4.5	4.5	4.5	
WATER/IRRIGATION MANAGEMENT	15	14.5	14.5	14.5	14.5	
PRIOR MAINTENANCE ITEMS ADDRESSED	5	5	5	5	5	
SEASONAL COLOR/PERENNIAL MAINTENANCE						
VIGOR/APPEARANCE	10	9	9	9	9	
INSECT/DISEASE CONTROL	10	9	9	9	9	
DEADHEADING/PRUNING	10	9	9	9	9	
MAXIMUM VALUE	145	135.5	133.5	134.5	134.5	
		93.4%	92%	93%	93%	

DATE OF INSPECTION

29-Nov-18

CONTRACTOR SIGNATURE:

Brian Mahan
for Brian Mahan

INSPECTOR SIGNATURE:

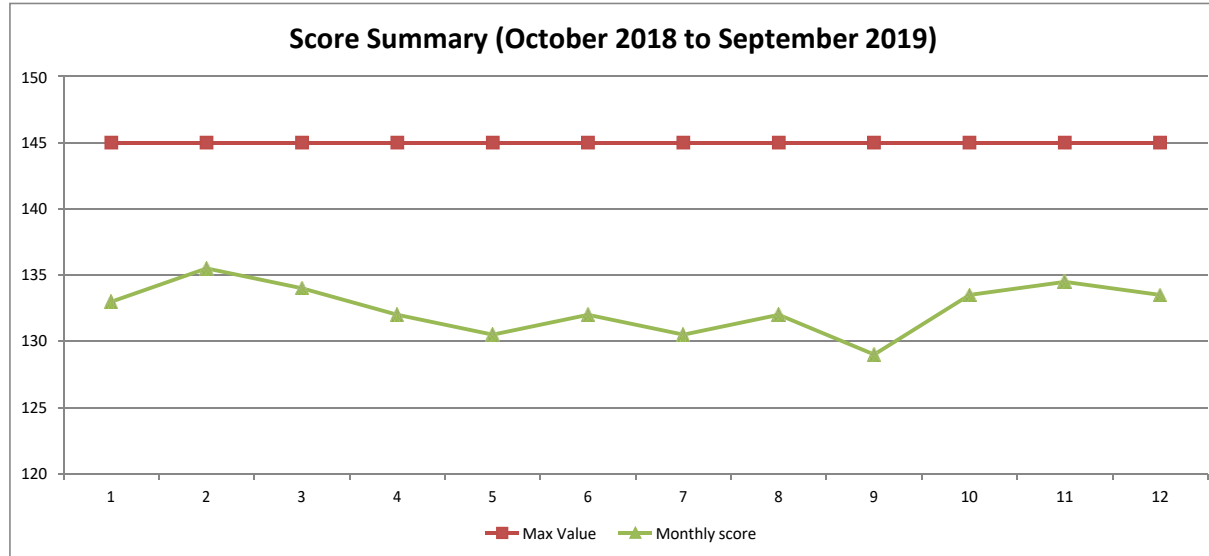
R.J. Lotito
R.J. Lotito

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

EXHIBIT 8.

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	135.5	134	132	130.5	132	130.5	132	129	133.5	134.5	133.5



LANDSCAPE MAINTENANCE		Max Value	Oct-18	Nov. 18	Dec. 17	Jan. 18	Feb. 18	Mar-18	Apr-18	May-18	Jun-18	Jul-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	14.5	12	10	12.5	12.5	13	13.5	13.5	14	14	14.5	13.2
Turf Edging	5		5	5	5	5	5	5	5	5	5	5	5	5	5.0
Weed Control - Turf Area	10		9	8.5	9	9	7.5	8	7	7	7	8	8.5	8	8.0
Turf insect/Disease Control	10		9	9.5	9	10	9	9	9	9.5	9.5	9.5	9.5	9.5	9.3
Plant Fertility	5		4	4.5	5	3	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.4
Weed Control - Bed Area	10		8	9	8	9	9	8.5	8	8	5	8	8	8	8.0
Plant Bed Insect/Disease control	10		9	9.5	10	10	9	9	9	9.5	9.5	9.5	9.5	9.5	9.4
Pruning and Tree Trimming	10		9	9.5	10	10	10	10	10	10	10	10	10	9	9.8
Cleanliness	10		9	9.5	8	8	9	9	9.5	9.5	9.5	9.5	9.5	9.5	9.1
Mulching	5		5	4.5	5	5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.6
Water/Irrigation management	15		14	14.5	14	14	14	14	14	14	14	14	14.5	14.5	14.1
Prior maintenance items	5		5	5	5	5	4	5	5	5	5	5	5	5	4.9
SEASONAL COLOR/MAINTENANCE															
Appearance	10		9	9	9	9	8.5	9	9	9	9	9	9	9	9.0
Insect/Disease Control	10		10	9	10	10	9	9	9	9	9	9	9	9	9.3
Misc.	10		10	9	10	10	10	10	9	9	9	9	9	9	9.4
Total	145		133	135.5	134	132	130.5	132	130.5	132	129	133.5	134.5	133.5	132.5

EXHIBIT 9.



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: 11/14/18 TIME: _____

SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
All		✓			✓	
20, 18, 17, 19, 4, 9, 10	✓					
14, 28			✓			21

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 torpeda grass
sites 20, 18, 17, 19, 4, 9, 10 treated for algae
sites 14 & 28 treated for spikerush

Customers Signature _____ Date 11/14/18

EXHIBIT 10.

*(November Minutes
Under Separate Cover)*

use the pool not more than 2 (two) times per year for not longer than a 1 (one) week duration for the Ballantrae Community Development District.

Discussion ensued concerning a cooking class being conducted by resident, Melanie Judge.

On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board approved the cooking class for the Ballantrae Community Development District.

THIRD ORDER OF BUSINESS – Professionals Reports

Moving on to the Third Order of Business, Mr. Flateau opened the floor to discuss the professionals reports.

A. District Counsel

Mr. Babbar provided the Board with an update concerning the ongoing litigation and asked for a motion to request a shade meeting to request for advice concerning the ongoing litigation and settlement of the case of DeFeo vs. Ballantrae CDD.

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved the request for a shade meeting to request for advice concerning the ongoing litigation and settlement of the case of DeFeo vs. Ballantrae CDD for the Ballantrae Community Development District.

B. *Exhibit 1*: Landscaping Maintenance – Yellowstone Maintenance Report

Mr. Mahar presented the Yellowstone Maintenance Report (*Exhibit 1*) to the Board for their review and consideration. Discussion ensued concerning the SWFWMD (Southwest Florida Water Management District) response to the invasive report. Mr. Flateau asked for a motion to authorize the Chair to evaluate and approve the cost of an experimental project to remove invasive plants.

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board authorized the Chair to evaluate and approve the cost of an experimental project to remove invasive plants for the Ballantrae Community Development District.

C. *Exhibit 2*: DPFG Field Report

Mr. Flateau presented the DPFG Field Report (*Exhibit 2*) that included the August Operations Report, the August Grade Sheet, and the August Score Card to the Board for their review and consideration. Discussion ensued.

FOURTH ORDER OF BUSINESS – Administrative Matters

Moving on to the Fourth Order of Business, Mr. Flateau presented the administrative matters that included the minutes of the Board of Supervisor's regular meeting held on July 9, 2018 (*Exhibit 4*), the July 2018 financial statements (*Exhibit 5*), old business, new business, and the Vertex proposal for the repair of the west fountain (*Exhibit 6*) to the Board for their review and consideration. Discussion ensued.

A. *Exhibit 4*: Consideration and Approval of the Minutes from the **July 9, 2018 Meeting**

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the **July 9, 2018** Meeting Minutes for the Ballantrae Community Development District.

B. *Exhibit 5*: Consideration and Acceptance of the **July 2018 Financial Statements**

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the **July 2018** Financial Statements, subject to the explanation of the charge to Line 85 for the Ballantrae Community Development District.

C. Old Business

D. New Business

1. **Exhibit 6:** Consideration of West Fountain Repair Proposals (*To be taken from Line Item 52 – Fountain Repairs and Maintenance*)

➤ **Proposal 1:** Vertex

This item is tabled for the collection of new proposals.

FIFTH ORDER OF BUSINESS – Staff Reports

Moving on to the Fifth Order of Business, Mr. Flateau opened the floor to discuss the reports from the district staff.

A. District Manager

Mr. Lotito brought to the Board's attention that the price per person in the contract for Zumba services was changed from \$6 per person to \$5 per person by the vendor. Discussion ensued concerning tree pruning, rust abatement, and pressure washing. Mr. Flateau advised Mr. Kubler to get a few bids for pressure washing.

B. District Engineer – Stantec

Ms. Stewart presented the Stantec report to the Board for their review and consideration. Discussion ensued concerning speed humps. Mr. Flateau requested proposals for the speed humps.

C. **Exhibit 3:** Pond Manager – American Eco-Systems, Inc.

There being none, next item followed.

D. Maintenance Supervisor

The incident concerning the resident ID card was discussed earlier in the meeting. Discussion ensued concerning the Assistant Maintenance Manager position. Mr. Flateau brought to the Board's attention that the previously discussed salary for the Assistant Maintenance Manager and the salary for the Maintenance Supervisor has been raised by \$2,400 and asked for a motion to approve the new changes.

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board accepted the changes to the Assistant Maintenance Manager salary and to the Maintenance Supervisor salary making the new salaries as follows: Assistant Maintenance Manager - \$26,400, Maintenance Supervisor - \$36,400 for the Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS – Audience Comments on Other Items

Moving on to the Sixth Order of Business, Mr. Flateau opened the floor for questions and comments from the audience on other items. There being none, next item followed.

SEVENTH ORDER OF BUSINESS – Supervisor Comments and Requests

Moving on to the Seventh Order of Business, Mr. Flateau opened the floor for supervisor comments and requests. Mr. Flateau brought to the Board's attention that the November 5, 2018 meeting has been moved to November 12, 2018.

EIGHTH ORDER OF BUSINESS – Adjournment

Moving on to the Eighth Order of Business, Mr. Flateau asked for final questions, comments, or corrections. There being none, Mr. Flateau made a motion to adjourn the meeting.

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.*

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

**MINUTES OF MEETING
BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development District was held on Monday, October 1, 2018 at 6:30 p.m. at the Ballantrae Community Center, 17611 Mentmore Boulevard, Land O'Lakes, Florida 34638.

FIRST ORDER OF BUSINESS – Roll Call

Mr. Flateau called the meeting to order and conducted roll call.

Present and constituting a quorum were:

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

Also present were:

Raymond Lotito	District Manager, DPFG Management & Consulting LLC.
Tony Smith	American Eco-Systems
Garry Kubler	Maintenance Supervisor
Brian Mahar	Yellowstone

The following is a summary of the discussions and actions taken at the October 1, 2018 Ballantrae CDD Board of Supervisors meeting.

SECOND ORDER OF BUSINESS – Audience Questions and Comments on Agenda Items

Mr. Flateau opened the floor for the audience to ask questions and to make comments on the agenda items. Discussion ensued concerning construction of the pool, cleaning and painting of the walls in the community, and landscaping of six (6) village entrances. The Board approved the owner using the CDD property as an access for the construction of the pool and Mr. Kubler is to take pictures of the before and after conditions.

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved the use of CDD property as an access for the construction of the pool for the Ballantrae Community Development District.

THIRD ORDER OF BUSINESS – Professionals Reports

Mr. Flateau presented the agenda items to the Board for discussion. The agenda items that were discussed included the report from the district counsel, the Yellowstone Maintenance Report (**Exhibit 1**), the DPFG Field Report (**Exhibit 2**), the report from the district engineer (**Exhibit 3**), and the American Eco-Systems, Inc. pond report (**Exhibit 4**). Discussion ensued. The district engineer's report was tabled for further discussion. Discussion ensued on the removal of Queen Palms around the pool.

On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board approved the removal of Queen Palm from around the pool to be taken from Line Item 61 – Replace Plants, Mulch, and Trees for the Ballantrae Community Development District.

FOURTH ORDER OF BUSINESS – Administrative Matters

Mr. Flateau presented the agenda items to the Board for discussion. The agenda items that were discussed included: Consideration and Approval of the Minutes of the September 10, 2018 Meeting (**Exhibit 5**), Consideration and Acceptance of the August 2018 Financial Statements (**Exhibit 6**) and the Settlement Agreement in the Case of DeFeo vs. Ballantrae CDD, Ratification of the Contract for the Replacement of Flowers (**Exhibit 7**) and of the Genesis Pilot Project Invoice (**Exhibit 8**). Discussion ensued.

A. Exhibit 5: Consideration and Approval of Minutes of the September 10, 2018 Meeting

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the minutes of the Board of Supervisors regular meeting held on **September 10, 2018** for the Ballantrae Community Development District.

B. Exhibit 6: Consideration and Acceptance of the August 2018 Financial Statements

The Board had a question on Line Items 52 and 54 of the Financial Statements. The approval of the Financial Statements was tabled until the November 11, 2018 meeting. The District Manager is to come back next month with a listing of what was charged under those line items.

C. Exhibit 7: Ratification of the Contract for the Replacement of Flowers

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the ratifications of the contract for the replacement of flowers for the Ballantrae Community Development District.

D. Exhibit 8: Ratification of Genesis Pilot Project Invoice

On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board approved the ratifications to the Genesis Pilot Project Invoice for the Ballantrae Community Development District.

E. Consideration and Acceptance of the Settlement Agreement in the Case of DeFeo vs. Ballantrae CDD

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board accepted the Settlement Agreement in the Case of DeFeo vs. Ballantrae for the Ballantrae Community Development District.

FIFTH ORDER OF BUSINESS – Business Matters

Mr. Flateau presented the agenda items to the Board for discussion. Discussion ensued regarding the old business, the proposal to repair the west fountain (**Exhibit 9**), and new business.

A. Exhibit 9: Consideration of West Fountain Repair Proposal

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board accepted the West Fountain Repair Proposal to be taken from Line Item 152 – Fountain Repairs and Maintenance for the Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS – Staff Reports

Mr. Flateau opened the floor for the district manager and the maintenance supervisor to present their staff reports. Discussion ensued concerning direct deposit and the Yellowstone proposal for Hose Bib installation and the proposal to pressure wash the community walls. The agenda item in reference to pressure washing the community walls was pulled from the agenda.

A. Maintenance Supervisor

➤ **Exhibit 10:** Yellowstone Proposal – Hose Bib Installation

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Yellowstone proposal for Hose Bib installation to be taken from Line Item 71 for the Ballantrae Community Development District.

SEVENTH ORDER OF BUSINESS – Audience Comments on Other Items

Mr. Flateau opened the floor for the audience to comment on other items. There being none, next item followed.

EIGHTH ORDER OF BUSINESS – Supervisor Comments and Requests

Mr. Flateau opened the floor for the supervisors to make comments and to present their requests. There being none, next item followed.

NINTH ORDER OF BUSINESS – Adjournment

Mr. Flateau asked for final questions, comments, or corrections before adjourning the meeting. There being none, Mr. Levy made a motion to adjourn the meeting.

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.

BALLANTRAE MONTHLY EXPENDITURE APPROVALS

Date	Project	Description	Vendor	Amount	Line Item
10/1/2018	Bib Install	Spigot for front entrance pressure washing	Yellowstone	\$869.59	70
10/1/2018	Flower Install	Plant seasonals in entrance monument beds	Yellowstone	\$3,468.50	60
10/1/2018	Palm Removal	Remove diseased queen palm near park pool	Yellowstone	\$329.39	60
10/1/2018	Genesis Pilot	Demo project at SW Ballantrae @ Mentmore	Genesis	\$2,670.00	105
10/1/2018	Repair Pump	In west entrance pond # 1	Vertex Features	\$3,380.31	105

**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.*

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

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Title: ☐ **Secretary** ☐ **Assistant Secretary**

Title: ☐ **Chairman** ☐ **Vice Chairman**

EXHIBIT 11.

Ballantrae Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2018

BALLANTRAE CDD

Financial Report Summary - General Fund

As of October 31, 2018

a. FUND BALANCE:

	For The Period Ending	10/31/2017 Actual	10/31/2018 Actual	Variance
CASH OPER. ACCT		\$ 154,813	\$ 206,566 (a)	\$ 51,753
CASH DEBIT CARD		1,863	1,331	(532)
INVESTMENTS		189	-	(189)
LESS: ACCOUNTS PAYABLE		16,710	3,015	(13,695)
DUE TO OTHER FUNDS		-	-	-
NET CASH BALANCE		\$ 140,155	\$ 204,882	\$ 65,259
UNRESERVED GF BALANCE (UN-ASSIGNED)		\$ 142,424	\$ 210,351	\$ 67,927
NONSPENDABLE PREPAID ITEM		1,150	158	(992)
RESERVE GF BALANCE (ASSIGNED) - OPERATIONS		-	-	-
TOTAL GENERAL FUND BALANCE		\$ 143,574	\$ 210,509	\$ 66,935

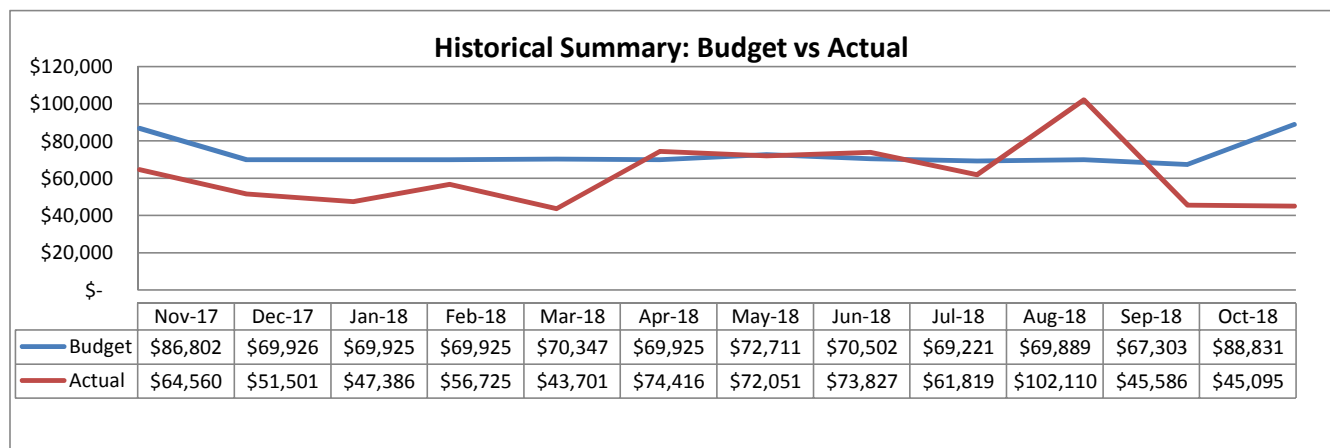
b. REVENUE AND EXPENDITURES (FY 2018 YTD):

% TAX ASSESSMENTS COLLECTED	0.00%		
	ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE)
	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
TOTAL REVENUE (YTD) COLLECTED	\$ -	\$ -	\$ -
EXPEND. (YTD) BEFORE OTHER SOURCES & USES	(45,095)	(88,831)	43,735
NET OPERATING CHANGE	\$ (45,095)	\$ (88,831)	\$ 43,735

c. SIGNIFICANT FINANCIAL ACTIVITY:

	ACTUAL YEAR-TO-DATE	BUDGET YEAR-TO-DATE	UNFAVORABLE VARIANCE
No. EXPENDITURES:			
37 PROPERTY CASUALTY	12,986	9,709	(3,277)
TOTAL OVER EXPENDITURES	12,986	9,709	(3,277)

Includes only invoices over \$1,000.00



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

Ballantrae CDD
Balance Sheet
October 31, 2018

	GENERAL FUND	RESERVE FUND	DS-2015 FUND	TOTAL
1 <u>ASSETS:</u>				
2 CASH - OPERATING ACCTS	\$ 206,566	-	-	\$ 206,566
4 CASH - DEBIT CARD BU	1,331	-	-	1,331
6 INVESTMENTS:				
8 ASSET RESERVE	-	398,297	-	398,297
9 EMERGENCY RESERVE	-	227,903	-	227,903
10 PARK DEVELOPMENT	-	788,326	-	788,326
11 BILL PAYMENT RESERVE	-	151,368	-	151,368
13 REVENUE-SERIES 2015	-	-	152,986	152,986
14 RESERVE-SERIES 2015	-	-	222,968	222,968
15 PREPAYMENT-SERIES 2015	-	-	19	19
16 ACCOUNTS RECEIVABLE	3,444	-	-	3,444
17 ASSESSMENTS RECEIVABLE -ON ROLL	1,024,660	-	557,421	1,582,081
18 DUE FROM OTHER FUNDS	-	-	-	-
19 DEPOSITS	158	-	-	158
20 PREPAID ITEMS	3,175	-	-	3,175
21 TOTAL ASSETS	\$ 1,239,334	\$ 1,565,894	\$ 933,394	\$ 3,738,622
22				
23 <u>LIABILITIES:</u>				
24 ACCOUNTS PAYABLE	\$ 3,015	\$ -	\$ -	\$ 3,015
25 ACCRUED EXPENSE PAYABLE	-	-	-	-
26 SALES TAX PAYABLE	-	-	-	-
27 DUE TO OTHER FUNDS	-	-	-	-
28 DEFERRED REVENUE ON-ROLL	1,024,660	-	557,421	1,582,081
29				
30 <u>FUND BALANCE:</u>				
31 NON SPENDABLE (Deposits & Prepaid)	158	-	-	158
32				
33 ASSIGNED	-	1,565,894	375,973	1,941,867
34 UNASSIGNED	211,501	-	-	211,501
36 TOTAL LIABILITIES & FUND BALANCE	\$ 1,239,334	\$ 1,565,894	\$ 933,394	\$ 3,738,622

Ballantrae CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2018 Ending October 31, 2018

	FY 2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
1 REVENUE				
2 LANDOWNER ASSESSMENTS (NET)	\$ 1,024,660	\$ -	\$ -	\$ -
3 COUNTY EXCESS FUNDS	2,812	-	-	-
4 FUND BALANCE FORWARD	111,648	111,648	111,648	-
5 OTHER INCOME (Access Cards & Misc)	-	-	3,032	3,032
6 TOTAL REVENUE	1,139,120	111,648	114,680	3,032
7				
8 O&M ADMINISTRATIVE EXPENDITURES:				
9 BOARD OF SUPERVISORS				
10 SUPERVISOR STIPENDS	14,000	1,167	1,400	(233)
11 NEWSLETTER - BIMONTHLY PRINT & MAILING	10,000	833	-	833
12 WEBSITE SERVER & NAME	880	73	-	73
13 PUBLIC OFFICIALS LIABILITY INSURANCE	3,300	2,500	2,500	-
14 MANAGEMENT SERVICES				
15 ADMINISTRATIVE SERVICES	-	-	-	-
16 DISTRICT MANAGEMENT	53,200	4,433	4,433	-
17 FINANCIAL CONSULTING SERVICES	-	-	-	-
18 ACCOUNTING SERVICES	-	-	-	-
19 ENGINEERING & LEGAL SERVICES				
20 DISTRICT ENGINEER	18,000	1,500	-	1,500
21 DISTRICT COUNSEL	17,300	1,442	30	1,412
22 ADMINISTRATIVE: OTHER				
23 ANNUAL FINANCIAL AUDIT	3,700	308	-	308
24 DISCLOSURE REPORT	1,000	83	-	83
25 TRUSTEES FEES	3,772	314	-	314
26 PROPERTY APPRAISER FEE	150	13	-	13
27 LEGAL ADVERTISING	750	63	124	(62)
28 ARBITRAGE REBATE CALCULATION	650	54	-	54
29 DUES: LICENSES AND FEES	1,200	100	184	(84)
30 ADMINISTRATIVE CONTINGENCY	5,000	417	66	351
31 O&M ADMINISTRATIVE SUBTOTAL:	132,902	13,300	8,737	4,563
32				
33 INSURANCE				
34 GENERAL LIABILITY	3,177	3,177	3,414	(237)
35 PROPERTY CASUALTY	9,709	9,709	12,986	(3,277)
36 TOTAL INSURANCE	12,886	12,886	16,400	(3,514)
37				
38 UTILITY SERVICES				
39 ELECTRIC UTILITY SERVICES	23,000	1,917	-	1,917
40 ELECTRIC UTILITY - RECREATION FACILITIES	15,500	1,292	-	1,292
41 ELECTRIC STREET LIGHTING	103,500	8,625	8,502	123
42 UTILITY - WATER - CLUBHOUSE & POOLS	14,000	1,167	822	345
43 STORMWATER ASSESSMENT	2,200	183	-	183
44 TOTAL UTILITY SERVICES	158,200	13,183	9,324	3,859
45				
46 LAKES/PONDS & LANDSCAPE				
47 LAKES/PONDS: CONTRACTS				
48 AQUATIC CONTRACT	22,800	1,900	1,900	-
49 LAKES/PONDS: OTHER				
50 FOUNTAIN REPAIRS & MAINTENANCE	3,000	250	329	(79)
51 MITIGATION AREAS: MONITOR & MAINTAIN	1,500	125	38	87
52 LAKE/POND REPAIRS	10,000	833	-	833
53 INSTALL/REPLACE AQUATIC PLANTS	5,000	417	-	417
54 LANDSCAPING: CONTRACTS				
55 LANDSCAPE MAINTENANCE CONTRACT	144,240	12,020	-	12,020
56 LANDSCAPE SECONDARY CONTRACT	31,212	2,601	-	-
57 LANDSCAPE OVERSIGHT/MGMT	-	-	-	-
58 LANDSCAPING: OTHER				
59 IRRIGATION REPAIRS AND MAINTENANCE	14,000	1,167	-	1,167
60 REPLACE PLANTS, MULCH & TREES	36,500	3,042	2,670	372
61 SOD & SEED REPLACEMENT	10,000	833	-	833
62 LANDSCAPE ENHANCEMENT	-	-	-	-
63 EXTRA MOWINGS DURING RAINY SEASON	5,000	417	-	417
64 RUST PREVENTION FOR IRRIGATION SYSTEM	10,380	865	-	865
65 FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	13,000	1,083	-	1,083
66 LAKES/PONDS & LANDSCAPE TOTAL	306,632	25,553	4,937	18,015
67				
68 STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS				

Ballantrae CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2018 Ending October 31, 2018

	FY 2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
69 STREETS & SIDEWALKS				
70 ENTRY & WALLS MAINTENANCE	2,000	167	-	167
71 STREET/DECORATIVE LIGHT MAINTENANCE	1,000	83	-	83
72 SIDEWALK REPAIR & MAINTENANCE	1,500	125	-	125
73 MAINTENANCE STAFF				
74 EMPLOYEE - SALARIES	79,480	6,623	3,231	3,392
75 EMPLOYEE - P/R TAXES	6,833	569	469	100
76 EMPLOYEE - WORKERS COMP	3,960	330	-	330
77 PAYROLL FEES	1,900	158	236	(78)
78 EMPLOYEE- HEALTH & PHONE STIPENDS	9,600	800	-	800
79 MILEAGE	1,100	92	-	92
80 STREETS, SIDEWALKS. MAINTENANCE & OPERATIONS SUBTOTAL	107,373	8,948	3,936	5,012
81				
82 CLUBHOUSE & MISCELLANEOUS				
83 CLUBHOUSE & MISCELLANEOUS				
84 PARK/FIELD REPAIRS	2,000	167	-	167
85 CLUBHOUSE FACILITY MAINTENANCE	9,000	750	223	527
86 CLUBHOUSE TELEPHONE/INTERNET/FAX	4,200	350	336	14
87 MISCELLANEOUS SUPPLIES (Inclusive of Debit Card)	3,500	292	-	292
88 POOL/FOUNTAIN/SPLASH PAD MAINTENANCE	10,000	833	506	327
89 POOL PERMITS	750	63	-	63
90 SEASONAL LIGHTING	20,000	1,667	-	1,667
91 PEST CONTROL	520	43	40	3
92 CLUBHOUSE EXTERIOR FURNISHINGS				
93 CLUBHOUSE CLEANING				
94 CLUBHOUSE MISCELLANEOUS	7,500	625	96	529
95 SAFETY & SECURITY				
96 PART-TIME LAW ENFORCEMENT DETAILS	50,000	4,167	-	4,167
97 SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	1,958	517	1,441
98 EMPLOYEE PAYROLL TAXES	2,000	167	43	124
99 EMPLOYEE WORKER'S COMP	1,300	108	-	108
100 VIDEO SURVEILLANCE	-	-	-	-
101 SECURITY - OTHER (GATE SERVICE)	1,000	83	-	83
102 CLUBHOUSE/SAFETY & SECURITY	135,270	11,273	1,761	9,512
103				
104 O&M CONTINGENCY & CAPITAL PROJECTS				
105 O&M CONTINGENCY	44,257	3,688	-	3,688
106 TOTAL O&M CONTINGENCY & CAPITAL PROJECTS	44,257	3,688	-	3,688
107				
108 TOTAL EXPENDITURES	897,520	88,831	45,095	41,134
109				
110 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	241,600	22,818	69,585	44,166
111				
112 OTHER FINANCING SOURCES AND (USES)				
113 RESERVES TRANSFERS OUT-OTHER FINANCING USES				
114 EMERGENCY RESERVE	20,000	-	-	-
115 ASSET RESERVE	46,600	41,878	-	(41,878)
116 BILL PAYMENT RESERVE	-	-	-	-
117 PARK DEVELOPMENT RESERVE	175,000	175,000	-	(175,000)
118 TOTAL OTHER FINANCING SOURCES & USES	241,600	216,878	-	(216,878)
119				
120 O&M TOTAL EXPENDITURES	1,139,120	305,709	45,095	-
121				
122 NET CHANGE IN FUND BALANCE	-	(194,061)	69,585	(172,712)

Ballantrae CDD
Reserve Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2017 Ending October 31, 2018

	FY 2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
INTEREST REVENUE				
MMK - PARK DEVELOPMENT (interest)	\$ -	-	\$ 840	\$ 840
MMK - ASSET RESERVE (interest)	-	-	425	425
MMK - EMERGENCY RESERVE (interest)	-	-	243	243
MMK - BILL PAYMENT RESERVE (interest)	-	-	161	161
INTEREST EARNINGS	-	-	-	-
TOTAL REVENUE	-	-	1,669	1,669
RESERVES				
BANK FEES	-	-	-	-
ASSET RESERVE	-	-	-	-
TOTAL RESERVES	-	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	1,669	1,669
OTHER FINANCING SOURCES				
RESERVES & CONTINGENCY TRANSFERS IN				
PROJECTS (CONTINGENCY)	-	-	-	-
EMERGENCY RESERVE	20,000	-	-	-
ASSET RESERVE	46,600	-	-	-
BILL PAYMENT RESERVE	-	-	-	-
PARK DEVELOPMENT RESERVE	175,000	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	241,600	-	-	-
NET CHANGE IN FUND BALANCE	241,600	-	1,669	1,669
FUND BALANCE - BEGINNING	-	-	1,564,224	1,564,224
FUND BALANCE - ENDING	\$ 241,600	\$ -	\$ 1,565,893	\$ 1,565,893

Ballantrae CDD
Debt Service Fund - Series 2015
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2018 Ending October 31, 2018

	FY 2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
ASSESSMENT - ON-ROLL	\$ 557,421	-	\$ -	\$ -
ASSESSMENT DISCOUNTS	-		-	-
INTEREST EARNINGS	-		575	575
TOTAL REVENUE	557,421	-	575	575
EXPENDITURES				
INTEREST	262,736	-	-	-
PRINCIPAL	294,685	-	-	-
PRINCIPAL PREPAYMENT	-	-	-	-
TOTAL CONTINGENCY	557,421	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	575	575
OTHER FINANCING SOURCES				
TRANSFER-IN		-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	575	575
FUND BALANCE - BEGINNING	-	-	375,399	375,399
FUND BALANCE - ENDING	\$ -	\$ -	\$ 375,974	\$ 375,974

Ballantrae CDD
Bank Reconciliation
October 31, 2018

	<u>BU Acct</u>	<u>HB Acct</u>	<u>Consolidated Oper accts</u>
Balance Per Bank Statement	\$ 1,011.13	\$ 217,255.06	\$ 218,266.19
Less: Outstanding Checks	-	(11,699.82)	(11,699.82)
<i>Adjusted Bank Balance</i>	<u><u>\$ 1,011.13</u></u>	<u><u>\$ 205,555.24</u></u>	<u><u>\$ 206,566.37</u></u>
Beginning Cash Balance Per Books	\$ 1,071.13	\$ 256,092.95	\$ 257,164.08
Deposits / Transfer	-	3,031.74	3,031.74
Transfer From BU account to HB	-	-	-
Cash Disbursements	(60.00)	(53,569.45)	(53,629.45)
<i>Balance Per Books</i>	<u><u>\$ 1,011.13</u></u>	<u><u>\$ 205,555.24</u></u>	<u><u>\$ 206,566.37</u></u>

BALLANTRAE CDD

Check Register FY2019

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
09/30/2018		EOY Balance Hancock Bank		0.00	63,636.95	256,092.95
10/01/2018	1719	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - October		4,433.00	251,659.95
10/02/2018	2000418	Richard Levy	BOS Mtg - 10/01/18		200.00	251,459.95
10/02/2018	2000419	Christopher Milano	BOS Mtg - 10/01/18		200.00	251,259.95
10/09/2018	1720	DCSI, Inc	Service Call & Repair		504.00	250,755.95
10/09/2018	1721	DCSI, Inc	Service Call & Repair		105.00	250,650.95
10/09/2018	1722	Yellowstone Landscape Professionals	Irrigation Repairs		55.00	250,595.95
10/09/2018	1723	Suncoast Rust Control, Inc	Rust Prevention - September		865.00	249,730.95
10/09/2018	1724	American Ecosystems, Inc.	Lake & Pond Maint - October		1,900.00	247,830.95
10/10/2018		Ballantrae	Deposit	1,073.50		248,904.45
10/10/2018		Ballantrae	Deposit	541.00		249,445.45
10/10/2018		Ballantrae	Deposit	992.24		250,437.69
10/12/2018	ACH101218	Sarah Everitt	9/24-10/7 - Pool Monitor		147.76	250,289.93
10/12/2018	ACH101218	Gary L. Kubler	9/24-10/7/18 - P/R		1,461.21	248,828.72
10/12/2018	ACH101218	Noelle Leite	9/24-10/7- Pool Monitor		73.88	248,754.84
10/12/2018	ACH101218	Anthony Vadalabene	9/24-10/7- Pool Monitor		295.52	248,459.32
10/12/2018	ACH10122018	Paychex	11/5-11/18/18 - P/R		525.47	247,933.85
10/16/2018	ACH101618	Paychex	P/R Fee		56.40	247,877.45
10/17/2018			Deposit	425.00		248,302.45
10/18/2018	ACH101818	Gary L. Kubler	9/28/18- P/R		1,811.61	246,490.84
10/18/2018	ACH101808	Dustin J Smith	9/28/2018- P/R		464.23	246,026.61
10/18/2018	ACH101818	Paychex	9/28/18 - P/R		655.87	245,370.74
10/18/2018	ACH101818	Paychex	P/R Fee		46.39	245,324.35
10/23/2018	1726	Bright House Networks	10/12-11/11 - Internet/Phone		335.88	244,988.47
10/23/2018	1727	Deluxe	Checks		211.73	244,776.74
10/23/2018	1728	DLTD Solutions Inc.	Admin Fee - 9/2,8,9,12,15,18,22,23,28,29		400.00	244,376.74
10/23/2018	1730	Egis Insurance Risk Advisors	Insurance - Renewal 2019		18,900.00	225,476.74
10/23/2018	1731	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing Fee FY 2019		175.00	225,301.74
10/23/2018	1732	Pasco County Utilities Services Branch	Water		822.14	224,479.60
10/23/2018	1733	Poolsure	Pool Maintenance - October		505.58	223,974.02
10/23/2018	1734	Straley Robin Vericker	Legal Services		3,450.15	220,523.87
10/23/2018	1735	Tampa Bay Times	Legal Ad		124.40	220,399.47
10/23/2018	1736	TCASS	Security - 9/2,8,12,15,22,29		1,600.00	218,799.47
10/23/2018	1737	Tropicare Termite and Pest Control	Pest Control - September		40.00	218,759.47
10/23/2018	1738	Duke Energy	Electricity		10,937.21	207,822.26
10/25/2018	ACH102518	Hancock Bank	Return Check Fee		9.00	207,813.26
10/25/2018	291	Samantha Oxendine	Rental check bounced (NSF)		25.00	207,788.26
10/26/2018	2000432	Cecilio A. Thomas Jr.	BOS Mtg - 9/10/18		200.00	207,588.26
10/26/2018	2000431	Christopher Milano	BOS Mtg - 9/10/18		200.00	207,388.26
10/26/2018	2000429	James Fleteau	BOS Mtg - 9/10/18		200.00	207,188.26
10/26/2018	2000430	Richard Levy	BOS Mtg - 9/10/18		200.00	206,988.26
10/26/2018	2000428	Stephen Bobick	BOS Mtg - 9/10/18		200.00	206,788.26
10/26/2018	ACH102618	Paychex	P/R Fee		46.40	206,741.86
10/26/2018	2000427	Dustin J Smith	10/8-10/21/18 - P/R		878.56	205,863.30
10/26/2018	ACH102618	Paychex	10/08-10/21/18 - P/R		221.58	205,641.72
10/29/2018	ACH102618	Paychex	P/R Fee		43.24	205,598.48
10/30/2018	ACH103018	Paychex	P/R Fee		43.24	205,555.24
10/31/2018		EOY Balance Hancock Bank		3,031.74	53,569.45	205,555.24

Over Expenditures

PROPERTY CASUALTY

EXPENDITURES	DATE	VENDOR	INVOICE	AMOUNT	Line Item
Property Casualty	10/23/2018	Egis	8003	3,277	35
TOTAL INSURANCE EXPENDITURES				3,277	

Includes only invoices over \$1,000.00

EXHIBIT 12.

RESOLUTION 2019-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT AMENDING ITS 2018/2019 OPERATIONS AND MAINTENANCE BUDGET AND ASSESSMENT ROLL AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “**Board**”) of the Ballantrae Community Development District (the “**District**”) previously adopted its budget for the 2018/2019 fiscal year (the “**Original Budget**”), levied operations and maintenance special assessments in accordance with the terms outlined in Resolution No. 2018-05 and 2018-06 (the “**O/M Resolutions**”), and approved a budget funding agreement on certain property within the District, which resolutions are still in full force and effect; and

WHEREAS, at the time that the Original Budget was adopted it was anticipated that the District would be fully developed and platted during the 2018/2019 fiscal year; and

WHEREAS, based upon current projections by the District Manager, it is anticipated that the Original Budget overestimated the revenues needed for the District’s operations and maintenance activities for the 2018/2019 fiscal year because the Original Budget was adopted with the anticipation that all property within the District would be developed and platted in the 2018/2019 fiscal year; and

WHEREAS, the District is empowered by section 170.08 and 189.016, Florida Statutes to adjust the budget and assessments based on actual expenditures and services provided to benefited properties within its boundaries; and

WHEREAS, the Board recognizes that developed and platted lots receive a direct benefit and unplatted and undeveloped lots do not receive operations and maintenance services from the District. As additional lands are platted and developed, they will get their allocation of the special assessments in future budget years based on services provided to those areas in future years; and

WHEREAS, the District Manager has submitted a proposed amended budget and assessment roll to show the reductions for the current fiscal year (the “**Amended Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference, along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes;

WHEREAS, it is in the best interests of the District to adopt the Revised Assessment Roll included in the Amended Budget; and

WHEREAS, to the extent the District needs additional funds to provide for the operations and services during the current fiscal year the developer of land within the District has entered into a Budget Funding Agreement to provide such funds as are necessary to the District to proceed with its operations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. Recitals. The foregoing recitals are hereby incorporated as the findings of fact of the Board.

2. Authority for this Resolution. This Resolution is adopted pursuant to Sections 170.08, 170.14, 189.016(2), 189.016(6), 189.016(7), 190.011(14), and 190.011(15) Florida Statutes.

3. Budget. The Board hereby finds and determines as follows:

a. That the Board has reviewed the Amended Budget, a copy of which is on the District's website, on file with the office of the District Manager, and at the District's Records Office.

b. That the Amended Budget shall be maintained in the office of the District Manager and at the District's Records Office and identified as the "Amended Budget for the Ballantrae Community Development District for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019".

c. The Amended Budget shall be posted by the District Manager on the District's official website within five (5) days after adoption and remain on the website for at least two (2) years.

4. Appropriations. There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, the sum of \$_____ to be funded with revenue from assessments and the budget funding agreement, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
TOTAL DEBT SERVICE FUNDS	\$_____
TOTAL ALL FUNDS	\$_____*

*Not inclusive of any collection costs.

5. Revised Assessment Roll. The Revised Assessment Roll shown in **Exhibit "A"** is hereby certified and adopted.

6. Severability. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

7. Conflicts. This Resolution is intended to supplement the O/M Resolutions, which remain in full force and effect. This Resolution and the O/M Resolutions shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All

District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

8. Effective Date. This Resolution shall become effective upon its adoption.

Passed and adopted this 3rd day of December, 2018.

Attest:

**Ballantrae Community Development
District**

Name: Raymond Lotito
Assistant Secretary

Name:
Chair, Board of Supervisors

Exhibit A: 2018/2019 Amended Budget and Assessment Roll

BALLANTRAE CDD - STATEMENT 1
FY 2019 PROPOSED AMENDMENT #1
GENERAL FUND (O&M)

	FY 2019 ADOPTED	FY 2019 PROPOSED AMEND	FY 2019 ADOPTED AMENDED
O&M REVENUES:			
LANDOWNER ASSESSMENTS (NET)	\$ 1,024,660	\$ -	\$ 1,024,660
EXCESS FEES CARRYFORWARD PREVIOUS YEARS	2,812	-	2,812
CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	111,648	137,675	249,323
OTHER INCOME	-	-	-
TRANSFER IN FROM RESERVE FUNDS	-	204,141	204,141
O&M TOTAL REVENUES:	1,139,120	341,816	1,480,936
O&M ADMINISTRATIVE EXPENDITURES:			
BOARD OF SUPERVISORS			
SUPERVISOR STIPENDS	14,000	-	14,000
NEWSLETTER - PRINT & MAILING	10,000	-	10,000
WEBSITE SERVER & NAME	880	-	880
PUBLIC OFFICIALS LIABILITY INSURANCE	3,300	-	3,300
MANAGEMENT SERVICES			
ADMINISTRATIVE SERVICES	-	-	-
DISTRICT MANAGEMENT	53,200	-	53,200
FINANCIAL CONSULTING SERVICES	-	-	-
ACCOUNTING SERVICES	-	-	-
ENGINEERING & LEGAL SERVICES			
DISTRICT ENGINEER	18,000	-	18,000
DISTRICT COUNSEL	17,300	-	17,300
ADMINISTRATIVE: OTHER			
ANNUAL FINANCIAL AUDIT	3,700	-	3,700
DISCLOSURE REPORT	1,000	-	1,000
TRUSTEES FEES	3,772	-	3,772
PROPERTY APPRAISER FEE	150	-	150
LEGAL ADVERTISING	750	-	750
ARBITRAGE REBATE CALCULATION	650	-	650
DUES, LISCENSES AND FEES	1,200	-	1,200
ADMINISTRATIVE CONTINGENCY	5,000	-	5,000
O&M ADMINISTRATIVE TOTAL:	132,902	-	132,902
INSURANCE			
GERNERAL LIABILITY	3,177	-	3,177
PROPERTY CASUALTY	9,709	-	9,709
INSURANCE TOTAL	12,886	-	12,886
UTILITY SERVICES			
ELECTRIC UTILITY SERVICES	23,000	-	23,000
ELECTRIC UTILITY - RECREATION FACILITIES	15,500	-	15,500
ELECTRIC STREET LIGHTING	103,500	-	103,500
UTILITY - WATER - CLUBHOUSE & POOLS	14,000	-	14,000
STORMWATER ASSESSMENT	2,200	-	2,200
UTILITY SERVICES SUBTOTAL	158,200	-	158,200

BALLANTRAE CDD - STATEMENT 1
FY 2019 PROPOSED AMENDMENT #1
GENERAL FUND (O&M)

		FY 2019 ADOPTED	FY 2019 PROPOSED AMEND	FY 2019 ADOPTED AMENDED
47	LAKES/PONDS & LANDSCAPE			
48	LAKES/PONDS: CONTRACTS			
49	AQUATIC CONTRACT	22,800	-	22,800
50	LAKES/PONDS: OTHER			
51	FOUNTAIN REPAIRS & MAINTNANCE	3,000	-	3,000
52	MITIGATION AREAS: MONITOR & MAINTAIN	1,500	-	1,500
53	LAKE/POND REPAIRS	10,000	-	10,000
54	INSTALL/REPLACE AQUATIC PLANTS	5,000	-	5,000
55	LANDSCAPING: CONTRACTS			
56	LANDSCAPE MAINTENANCE CONTRACT	144,240	-	144,240
57	LANDSCAPE - SECONDARY CONTRACTS	31,212	-	31,212
58	LANDSCAPE OVERSIGHT/MANAGEMENT	-	-	-
59	LANDSCAPING: OTHER			
60	IRRIGATION REPAIRS AND MAINTENANCE	14,000	-	14,000
61	REPLACE PLANTS, MULCH & TREES	36,500	-	36,500
62	SOD & SEED REPLACEMENT	10,000	-	10,000
63	LANDSCAPE ENHANCEMENT	-	-	-
64	EXTRA MOWINGS DURING RAINY SEASON	5,000	-	5,000
65	RUST PREVENTION FOR IRRIGATION SYSTEM	10,380	-	10,380
66	FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	13,000	-	13,000
67	LAKES/PONDS & LANDSCAPE TOTAL	306,632	-	306,632
68				
69	STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS			
70	STREETS & SIDEWALKS			
71	ENTRY & WALLS MAINTENANCE	2,000	-	2,000
72	STREET/DECORATIVE LIGHT MAINTENANCE	1,000	-	1,000
73	SIDEWALK REPAIR & MAINTENANCE	1,500	-	1,500
74	MAINTENANCE STAFF			
75	EMPLOYEE - SALARIES	79,480	-	79,480
76	EMPLOYEE - P/R TAXES	6,833	-	6,833
77	EMPLOYEE - WORKERS COMP	3,960	-	3,960
78	PAYROLL PROCESSING FEES	1,900	-	1,900
79	EMPLOYEE- HEALTH & PHONE STIPENDS	9,600	-	9,600
80	MILEAGE	1,100	-	1,100
81	STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS	107,373	-	107,373
82				
83	CLUBHOUSE & SAFETY & SECURITY			
84	CLUBHOUSE & MISCELLANEOUS			
85	PARK/FIELD REPAIRS	2,000	-	2,000
86	CLUBHOUSE FACILITY MAINTENANCE	9,000	-	9,000
87	CLUBHOUSE TELEPHONE/INTERNET/FAX	4,200	-	4,200
88	MISCELLANEOUS SUPPLIES (INCLUSIVE OF DEBIT CARD)	3,500	-	3,500
89	POOL/FOUNTAIN/SPALSH PAD MAINTENANCE	10,000	-	10,000
90	POOL PERMITS	750	-	750
91	SEASONAL LIGHTING	20,000	-	20,000
92	PEST CONTROL	520	-	520
93	CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-
94	CLUBHOUSE CLEANING	-	-	-
95	CLUBHOUSE MISCELLANEOUS	7,500	-	7,500
96	SAFETY & SECURITY			
97	PART-TIME LAW ENFORCEMENT DETAILS	50,000	-	50,000
98	SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	-	23,500
99	EMPLOYEE P/R TAXES	2,000	-	2,000
100	EMPLOYEE WORKER'S COMP	1,300	-	1,300
101	VIDEO SURVEILLANCE	-	-	-
102	SECURITY - OTHER (GATE SERVICE)	1,000	-	1,000
103	CLUBHOUSE & SAFETY & SECURITY	135,270	-	135,270

BALLANTRAE CDD - STATEMENT 1
FY 2019 PROPOSED AMENDMENT #1
GENERAL FUND (O&M)

	FY 2019 ADOPTED	FY 2019 PROPOSED AMEND	FY 2019 ADOPTED AMENDED
104			
105 O&M CONTINGENCY & CAPITAL PROJECTS			
106 O&M Contingency	44,257	-	44,257
107 ENTRANCES & OTHER PLANT REPLACEMENT	-	156,192	156,192
108 WALL & STRUCTURE PAINTING	-	95,624	95,624
109 INVASIVE & UNDESIRABLE PLANT REMOVAL	-	90,000	90,000
109 O&M CONTINGENCY & CAPITAL PROJECTS TOTAL	44,257	341,816	386,073
110			
111 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	897,520	341,816	1,239,336
112			
113 EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.	241,600	-	241,600
114			
115 OTHER FINANCING SOURCES AND (USES)			
116 RESERVES TRANSFERS OUT-OTHER FINANCING USES			
117 EMERGENCY RESERVE	20,000	-	20,000
118 ASSET RESERVE	46,600	-	46,600
119 BILL PAYMENT RESERVE	-	-	-
120 PARK DEVELOPMENT RESERVE	175,000	-	175,000
121 TOTAL OTHER FINANCING SOURCES AND (USES)	241,600	-	241,600
122			
123 O&M TOTAL EXPENDITURES	1,139,120	341,816	1,480,936
124			
125 NET CHANGE IN FUND BALANCE	(0)	-	(0)
126 BEGINNING FUND BALANCE GENERAL FUND (adjusted for FY 2018)	\$ 82,307		\$ 259,419
127 LESS FUND BALANCE FORWARD	\$ (114,460)		\$ (249,323)
128 ENDING FUND BALANCE - GENERAL FUND	\$ (32,153)		\$ 10,096
129 ENDING FUND BALANCE - RESERVE FUND (Stmt 2)	1,559,131		1,601,683
130 TOTAL FUND BALANCE - GENERAL & RESERVE FUNDS	\$ 1,526,980		\$ 1,611,781
131 AUDITED FUND BALANCE			

BALLANTRAE CDD - STATEMENT 2

FY 2019 PROPOSED AMENDMENT #1

RESERVES

		FY 2019 PROPOSED	FY 2019 PROPOSED AMEND	FY 2019 ADOPTED AMENDED
1	REVENUES:			
2	INTEREST REVENUE			
3	PARK DEVELOPMENT	\$ -	\$ -	
4	ASSET RESERVE	-	-	
5	EMERGENCY RESERVE	-	-	
6	BILL PAYMENT RESERVE	-	-	
7	INTEREST - PRIOR DM	-	-	
8	TOTAL REVENUE	-	-	
9				
10	RESERVES EXPENDITURES:			
11	ASSET RESERVE	-	-	
12	PARK DEVELOPMENT RESERVE	-	-	
13	PROJECTS	-	-	
14	TOTAL RESERVE EXPENDITURES	-	-	
15				
16	EXCESS OF REVENUE OVER(UNDER)EXPENDITURES	-	-	
17				
18	OTHER FINANCING SOURCES SOURCES (USES)			
19	TRANSFER IN - PARK DEVELOPMENT	175,000	-	175,000
20	TRANSFER IN (OUT)- ASSET RESERVE	46,600	(55,204)	(8,604)
22	TRANSFER IN (OUT) - EMERGENCY RESERVE	20,000	(148,937)	(128,937)
24	TOTAL OTHER FINANCING SOURCES SOURCES (USES)	241,600	(204,141)	37,459
25				
26	NET CHANGE IN FUND BALANCE	241,600	(204,141)	37,459
27	FUND BALANCE BEGINNING	1,564,224	-	1,564,224
28	FUND BALANCE ENDING	1,805,824	(204,141)	1,601,683
29				

			Total FY 2018 (includes interest)	FY 2019 PROPOSED AMENDED	FY 2019 ADOPTED AMENDED
30	RESERVE BALANCE SUMMARY	FY 2017	FY 2018 Adopted	FY 2019 ADOPTED	
31	PARK DEVELOPMENT	610,035	175,000	787,486	962,486
32	ASSET RESERVE	354,676	41,878	397,872	389,268
33	EMERGENCY RESERVE	226,864	-	227,660	98,723
34	BILL PAYMENT RESERVE	150,678	-	151,206	151,206
35		1,342,253	216,878	1,564,224	1,601,683

EXHIBIT 13



ADA Site Compliance, LLC

Proposal to Perform Consulting Services

Date

November 5, 2018

Services Performed By:

ADA Site Compliance, LLC

Services Performed For:

Ballantrae CDD

This proposal is issued by ADA Site Compliance (“ADASC”) for Ballantrae CDD and its website www.ballantraecdd.org.

Process & Engagement

With an eye toward lower cost and ease of implementation, our proposal for Ballantrae CDD is different from that of our non-CDD clients. Typically, we combine software-based and human expert auditing to detect compliance failures on our clients’ websites and PDFs. We then evaluate their accessibility against evolving web content accessibility guidelines (currently WCAG 2.1) and provide detailed reporting results. These include explanations of each itemized failure, a screen shot for visual context, and a suggested fix. Our clients then use these audit reports to make needed changes to their website quickly and efficiently. If they do not have the technical resources to remediate their own site, we will do it for them.

For Ballantrae, we propose a cleaner, easier, and less-expensive solution: we will migrate the existing site and its PDFs to an accessible theme that we have built and that we maintain. For a fraction of the usual cost, we will re-build the site on a foundation that our Chief Technology Officer, Scott Rubenstein – who has 20 years’ experience designing websites – has built himself and that we therefore know to be accessible. Regrettably, there are few, if any, ADA-accessible themes available via WordPress and other third-party platforms. This means that even the most carefully designed and executed websites are still ADA non-compliant.

To be clear, migrating to an accessible theme does not guarantee full accessibility or WCAG compliance in perpetuity; a “set-it-and-forget-it” strategy will fail, as many factors affect a website’s accessibility: new content added to the site; edits to existing content; changing compliance regulations, and changes to search engine algorithms. Ours is a “best efforts” approach that recognizes the impossibility in our litigious era of fully insulating any property – electronic or otherwise – from legal claims that may or may not have merit. For that reason, once the

migration of the Ballantrae site is complete, we strongly urge you to conduct periodic audits – both technological and human expert – to affirm your site’s “substantial compliance” with current WCAG standards.

Scope of Work & Deliverables

ADA Site Compliance shall provide the following services/deliverables for Ballantrae CDD:

Site Migration

- migration of Ballantrae’s existing website to one built on ADASC’s own themes that are known to be accessible and compliant with WCAG 2.1 standards
- migrated content may include, but is not limited to, pictures, text, tables, video files, and forms
- some existing functionality/content, including any provided by third-party vendors, may not be able to be directly migrated “as is” from the existing site to the newly built site, in which case alternative techniques for presenting it on the new site may be required
- review by ADASC’s technical team leaders of the migrated site for quality assurance

Customized Accessibility Policy & Compliance Shield

- indication of Ballantrae’s active engagement with recognized experts in the field of website accessibility and compliance; the deliverable is uploaded to the footer of the Ballantrae website and acts as a deterrent to litigation from trolling plaintiffs and/or attorneys
- statement of Ballantrae’s specific ongoing strides toward compliance with current WCAG standards – to be posted on the website (links to ADA Compliance Shield)
- alternate contact info for users who claim to be stuck on an area of the website and request assistance – to be posted on the website (links to ADA Compliance Shield)

Technological Auditing

- customized and ongoing software-based auditing of the Ballantrae website
- detailed quarterly audit reports including the precise location in the code of each failure, a description of the error, and a suggested remediation step (note: this is an optional accountability and monitoring tool only; there is no action needed)
- technological audit reports capture approximately one-third of known WCAG failures and are intended as a broad diagnostic and accountability tool, not as a full compliance blueprint

Technical Support

- continued support from ADASC’s technical and design teams via email, phone, video, and (where feasible) in-person contact

Fee Schedule

The fee for the services described above is \$3,900, one half of which (\$1,950) is due within fourteen (14) days of the execution by both parties of a Master Services Agreement (MSA). The balance is to be paid upon delivery to the client of all materials, or within six (6) months of the agreement’s execution – whichever comes first.

The annual fee for Ballantrae's continued use of ADASC's Compliance Shield and accessibility policy; updates made to the accessibility policy to reflect changing standards and laws; quarterly technological auditing and reporting, and continued consulting is \$900, to be paid in full one (1) year after the agreement's execution date.

Completion Criteria

ADASC shall have fulfilled its obligations to Ballantrae when any one of the following occurs:

- ADASC has provided all deliverables above, and they are accepted without unreasonable objections. If ADASC receives no response within five (5) business days of delivery, this shall be deemed acceptance.
- ADASC and/or Ballantrae may cancel services not yet provided within sixty (60) business days with advance written notice to the other party.

A Final Word

Thank you for the opportunity to present this proposal. We know you have a choice in whom you partner with for your auditing and compliance needs, and we look forward to providing you with outstanding service. Please reach out to us directly with any questions.

Jeremy Horelick
Vice President, Business Development
(561) 258-9519 (direct)
jeremy@adasitecompliance.com

EXHIBIT 14



MAKE A **STATEMENT**! Good or bad, your website makes a statement about your company!
What statement do you make?

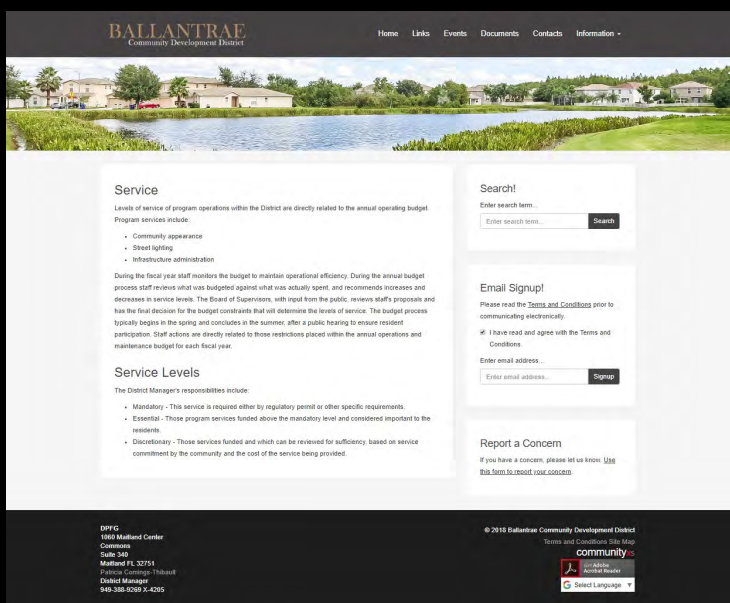
A simple, easy-to-use web content management system.

CommunityXS is a web content management system designed and developed for neighborhoods, communities, development districts, special purpose districts and home owner's associations. We realize there are some great commercial content management systems out there, but we think they're a little too complicated and our goal is to provide a simple, purpose-driven product specifically designed to meet the needs of a community.

Website Development Proposal:

Date: Nov 12, 2018

Raymond J. Lotito
Manager
DPFG Management & Consulting, LLC
15310 Amberly Drive, Suite 175
Tampa, FL 33647
Office: 813.418.7473
Cellphone: 813.220.6089
Raymond.lotito@dpfg.com



Project

Ballantrae CDD Website (<https://www.dev2.venturesin.com>)

Project Summary/Scope

Create an instance of a CommunityXS web site for the Ballantrae Community Development District based on the template for web accessibility. Provide access to the CommunityXS admin console for management of the site content.

Interface Design**Modules**

Documents – Categorized library of pdf documents.

Links – Categorized and named links to external web sites.

Events – Date and time driven categorized calendar entries.

Contacts – Name, address, email, web and phone for associated people and companies.

Pages – Create and categorize pages for presentation within the site. Common pages may include: About, Finances, Meetings, Elections, Services, FAQs,

Infrastructure / Technologies

Custom graphics designed using Adobe Fireworks

Animated objects designed using JQuery Javascript

Html5/css3 design standards

Tableless design

Coldfusion server-side technology

CommunityXS Content Management System

CommunityXS “Multi” Template

Does Not Include

PDF Document Conversion

Not included in this proposal is the conversion of pdf documents to meet web accessibility requirements.

Notes

Web Accessibility – the creation of a web site based on the “Multi” template supported by the CommunityXS application, will serve a public facing site for the district that is highly accessible. CommunityXS allows for contribution of variable content subject to user input and therefore exists the potential for content to be potentially inaccessible. As an option to the district, service to evaluate accessibility at any time is available to the District. Their party evaluation by WebAIM, of the University of Utah, contracted through VenturesIn.com, or VenturesIn.com directly.

Schedule of Fees

Setup (~2-4 hrs.)	\$160.00 - \$320.00
Changes / Updates / Revision / Remediation	Billed Hourly (15mins) @ \$125.00
Application Hosting	\$80.0 a month
Third Accessibility Evaluation (Avg.18 pgs = \$1800.00)	~\$100.00 per page

Timeline

Development	Week 01 - Week 01
Testing	Week 01 - Week 01
Testing / Fixes / Deployment	Week 01 - Week 01

Terms and Acceptance


This proposal was prepared with project details and a functional specification provided to VenturesIn.com, Inc. Deviation from the specification may result in additional development charges. Domain name registration and the purchase of a security certificate are not included in this proposal.

If you are satisfied with the proposal, please sign and date it, and return by email to danderson@venturesin.com. Payment of Setup fee is due upon signing and prior to development. The Application Hosting fee is due on the first of the month following the completion of the setup.


By signing below, I accept the project proposal as outlined herein and authorize VenturesIn.com, Inc. to begin development.

Authorized Representative / Purchaser

Date



[Home](#)
[Links](#)
[Events](#)
[Documents](#)
[Contacts](#)
[Information](#)



Service

Levels of service of program operations within the District are directly related to the annual operating budget. Program services include:

- Community appearance
- Street lighting
- Infrastructure administration

During the fiscal year staff monitors the budget to maintain operational efficiency. During the annual budget process staff reviews what was budgeted against what was actually spent, and recommends increases and decreases in service levels. The Board of Supervisors, with input from the public, reviews staff's proposals and has the final decision for the budget constraints that will determine the levels of service. The budget process typically begins in the spring and concludes in the summer, after a public hearing to ensure resident participation. Staff actions are directly related to those restrictions placed within the annual operations and maintenance budget for each fiscal year.

Service Levels

The District Manager's responsibilities include:

- Mandatory - This service is required either by regulatory permit or other specific requirements.
- Essential - Those program services funded above the mandatory level and considered important to the residents.
- Discretionary - Those services funded and which can be reviewed for sufficiency, based on service commitment by the community and the cost of the service being provided.

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