



Management & Consulting, LLC
15310 Amberly Drive Suite 175
Tampa, FL 33647
813-374-9105

***BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

***Board of Supervisors
Regular Meeting***

Date & Time:

Wednesday

May 27, 2020

6:30 pm

Location:

Zoom Conference Call

Audio Only

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

Development Planning and Financing Group

[] 250 International Parkway, Suite 280
Lake Mary, FL 32746
321-263-0132 Ext. 4205

[X] 15310 Amberly Drive, Suite 175
Tampa, FL 33647
813-374-9105

Board of Supervisors
Ballantrae Community Development District

Dear Board Members:

A Meeting of the Board of Supervisors of the Ballantrae Community Development District is scheduled for **Wednesday, May 27, 2020 at 6:30 p.m.**

Due to current issues related to COVID-19, the Florida Governor released Executive Order 20-69 which allows governmental public meetings and required quorums to be completed via telephone conference. In respect of current social distancing recommendations this meeting will be conducted via telephone in order to protect the health and safety of the public. Both members of the board and the public may join this meeting via telephone as follows:

Call in phone number: 929-205-6099
Meeting ID: 839 2: 44 6248

The advanced copy of the agenda for the emergency meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

Patricia Comings-Thibault

Patricia Comings-Thibault
District Manager

Ballantrae Community Development District

Board of Supervisors Meeting

Wednesday, May 27th at 6:30 PM

via Zoom – AUDIO ONLY

Dear Residents

We welcome you to join us for the Board of Supervisors Meeting to be held on Wednesday, May 27th at 6:30 PM. This meeting will be held via Zoom, an online platform that allows us to hold necessary Board meetings without having to leave the safety of your home. While many may know and have used Zoom as a video conference platform, we will be using it in audio only mode, so there will be no visual on your end to visually see, so as a note, your computer is working fine if you do not see a video stream. With Zoom you have two options for joining the meeting; telephone or computer, and it will all be audio based, meaning no video recording. Please follow the instructions below for either telephone or computer attendance. If you have any questions in regard to the agenda, please email them to patricia.thibault@dpfg.com before the meeting so that they can be answered accordingly. Thank you for your patience in these trying times and we look forward to hearing from you.

Join Zoom Meeting by Computer

<https://us02web.zoom.us/j/81708224026?pwd=ZmtNSjhxbY9TZklIVTI4TWthbGU5dz09>

Meeting ID: 817 0822 4026

Password: 771929

Join Zoom Meeting by Phone

Dial by your location – Follow the Prompts – Meeting ID – **817 0822 4026** – Hit # when it requests a participant ID

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

District: **BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT**

Meeting: Wednesday, May 27, 2020

Time: 6:30 PM

Location: Via Electronic Teleconference

Due to COVID 19

Per Gov Exec Order 20-69

Dial-in Number: 929-205-6099

Meeting ID: 839-2: 44-6248

Agenda

I. Roll Call

II. Audience Comments – *(limited to 3 minutes per individual for agenda items)*

III. Emergency Discussion of Resident Safety and Amenities Reopening

IV. Professional Reports

A. District Counsel

B. Yellowstone Landscape Maintenance Report – April 8, 2020

Exhibit 1

➤ Yellowstone Landscape Mgmt Agreement Amendment No. 1

Exhibit 2

➤ Yellowstone Landscape Proposal No. 63243 – Dead and Declining Pond Tree Removal – Total Cost: \$24,219.00

Exhibit 3

C. DPFG Operations Report

➤ May Field Report

➤ May Pond Report

D. Engineer's Report

E. American Ecosystems Pond Reports

➤ Treatment Report for February 10, 2020

Exhibit 4

➤ Treatment Report for February 18, 2020

Exhibit 5

➤ Treatment Report for March 4, 2020

Exhibit 6

➤ Treatment Report for March 10, 2020

Exhibit 7

- Treatment Report for April 6, 2020 **Exhibit 8**
- Treatment Report for April 13, 2020 **Exhibit 9**
- Treatment Report for April 28, 2020 **Exhibit 10**

V. Administrative Matters

- A. Consideration of the Regular Meeting Minutes – February 26, 2020 **Exhibit 11**
- B. Consideration of the Emergency Meeting Minutes – May 11, 2020 **Exhibit 12**
- C. Acceptance of the Unaudited April Financial Statements **Exhibit 13**
- D. Presentation & Acceptance of the Pasco County Supervisors of Elections Registered Voter Count – 1,702 **Exhibit 14**

VI. Business Matters

A. New Business

- Consideration for Acceptance – The Ballantrae Community Development District \$7,970,000 Capital Improvement Revenue Refunding Bonds, Series 2015 Installment Date Computation – Arbitrage Report **Exhibit 15**
- LLS Tax Solutions – Ballantrae CDD 2015 Engagement Letter **Exhibit 16**
- Ballantrae CDD Steadfast Environmental, LLC Aquatic Maintenance Proposal – Annual Cost: \$34,621.80 **Exhibit 17**
- Consideration for Approval – Resolution 2020-03 Approving a Proposed and Maintenance Budget for Fiscal Year 2020-2021 and Setting a Public Hearing **Exhibit 18**

B. Old Business

VII. Staff Reports

A. District Manager

- DPFG District Management Agreement First Addendum **Exhibit 19**
- Form 1 – Statement of Financial Interests **Exhibit 20**

B. Maintenance Supervisor

VIII. Supervisors Requests

IX. Audience Comments on Other Items

X. Adjournment

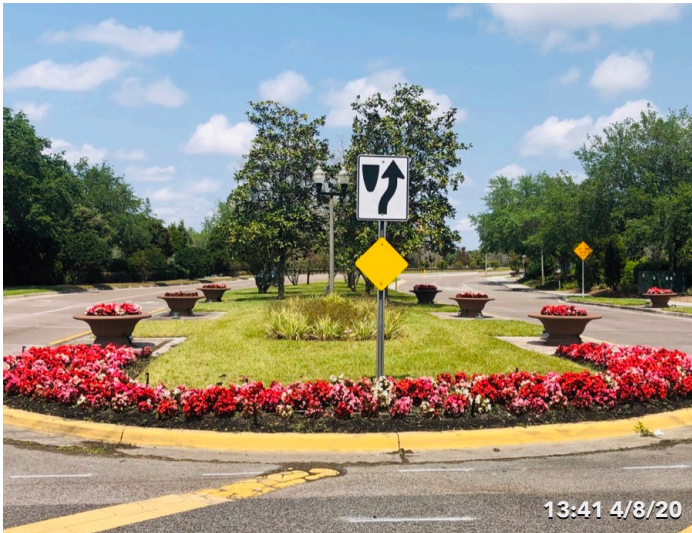
EXHIBIT 1

The background image shows the entrance to the Ballantrae community. A large stone wall with a central plaque reading "BALLANTRAE" in gold lettering is the focal point. The wall is flanked by stone pillars and topped with a dark metal fence. In front of the wall is a well-manicured green lawn with several large, ornate stone planters. Red flowering bushes line the base of the wall and the foreground. In the background, a large building with a red roof and white columns is visible through the trees.

Ballantrae Landscape Report

Wednesday, April 8, 2020

Prepared For Ballantrae CDD & DPFG



Observation 1

Assigned To Entrance

Overall the community entrance is good, plant material is trimmed and the turf is performing well.



Issue 1

Assigned To Ballentrae Blvd

Along Ballantrae Blvd we are finding hot spots in the turf, we are addressing these areas. The irrigation team is doing everything in their power to run the water as much as possible without getting in trouble with the county for overwatering.

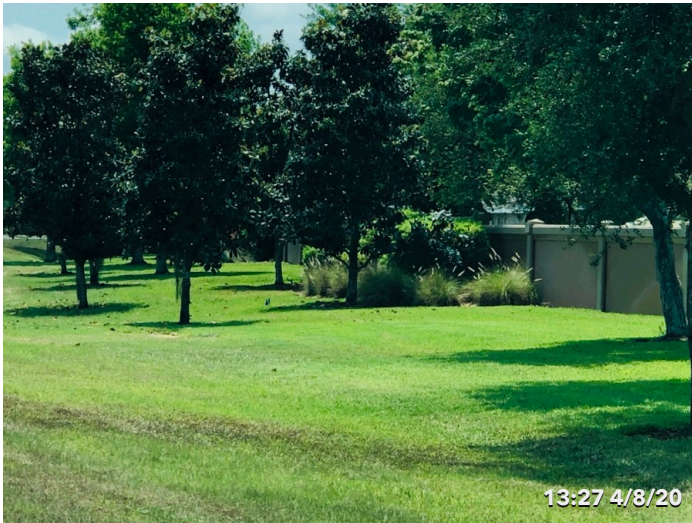


Issue 2

Assigned To Ballantrae Blvd

Along Ballantrae Blvd we are finding hot spots in the turf, we are addressing these areas. The irrigation team is doing everything in their power to run the water as much as possible without getting in trouble with the county for overwatering.

The ROW juniper beds do have some minor weed pressure, the fert and pest team are treating the areas and the service crew is spraying and pulling when time allows onsite.

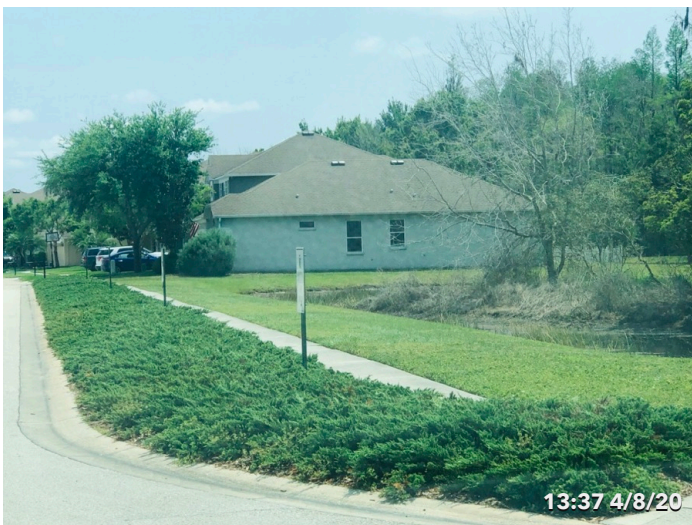


Observation 2

Assigned To Ballantrae Blvd

Overall the community turf looks to be in good color and health.

The area were we had to trench in 300' of new wire is recovering nicely. We are still running this section of the community more than we should right now to help.



Observation 3

Assigned To Common Area Beds

The ROW juniper beds do have some minor weed pressure, the fert and pest team are treating the areas and the service crew is spraying and pulling when time allows onsite.



Observation 4

Assigned To Common Area Beds

The ROW juniper beds do have some very minor weed pressure, the fert and pest team are treating the areas and the service crew is spraying and pulling when time allows onsite.



Issue 3

Assigned To Clubhouse

During next weeks services, the crew will be addressing the plant material in need of trimming.



Observation 6

Assigned To Community

A few weeks ago we trimmed the crape myrtle trees throughout the community. This will help the tree structurally and hopefully produce more blooms in spring. So far the pushing new foliage and looking very well. They should produce nice blooms throughout the summer months this year.



Observation 7

Assigned To Community

A few weeks ago we trimmed the crape myrtle trees throughout the community. This will help the tree structurally and hopefully produce more blooms in spring. So far the pushing new foliage and looking very well. They should produce nice blooms throughout the summer months this year.



Observation 8

Assigned To Community Annuals

Overall the community annual beds are performing very well even in the extremely dry conditions. There are a couple of beds that are weak and not blooming as well, we have made adjustments to the irrigation and will continue to monitor them.



Observation 9

Assigned To Community Turf

Overall the community turf is performing well in these dry conditions. The irrigation team is onsite weekly in times like this to make adjustments as needed and to run zones while onsite looking at issue.



Issue 4

Assigned To Mentmore Blvd

There are some old pipes that need to be cleaned up, the crew will address this issue during next weeks services.

Landscape Report -

Assigned To Community District Board

Landscape Maintenance -

- During service this month the crew addressed the items from the March inspection report as well routine mowing and detail services.
- We lifted some trees throughout the community, we trimmed the plant material in need around the community.
- We pulled and sprayed weeds throughout the community, the common juniper beds were treated with a herbicide to help control encroaching weeds. The crew also hand pulls weeds in these areas.

Fertilization and Pesticide Maintenance -

- The fert and pest team was onsite treating any areas with insecticides and fungicides, they also treated any issues with plant material.
- The fert and pest was onsite last week hand watering some of the dry areas along the Blvd.
- The next community fertilizer treatment will be in late April.
- The community shrub fertilizer will take place in April.

Irrigation Maintenance-

- The irrigation team went out and completed the monthly irrigation audit, they made some minor repairs they found and made seasonal adjustments.
- The irrigation team completed the trenching of the new wire along Ballantrae Blvd just passed the Cunningham community.



Brian Mahar
Yellowstone Landscape

EXHIBIT 2



Landscape Management Agreement Amendment No. 1

Client Name/Address:

Ballantrae CDD
2500 International Pkwy
Suite 200
Lake Mary, FL 32746

Property Name/Address:

Ballantrae CDD
17611 Mentmore Blvd.
Land O Lakes, FL 34638

Property Contact:

Patricia Comings-Thibault

Tel: 321-263-0132

Email: patricia.comings-thibault@dpfg.com

Contractor:

Yellowstone Landscape
3235 North State Street
P.O. Box 849
Bunnell, FL 32110

Branch Office Contact:

Brett Perez, Branch Manager

Tel: 813-279-6999

Fax: 813-279-6263

Email: brettperetz@yellowstonelandscape.com

Master Agreement: Ballantrae CDD

Amendment No. 1: 5-4-2020

This amendment is effective on June 1, 2020 and will become part of the above-referenced Master Agreement once accepted by the Client. Except as specifically amended herein, all terms and conditions associated with **Master Agreement** between Yellowstone Landscape and the Client dated 3-27-2012 will remain in effect.

Amendment:

Yellowstone Landscape shall install 357 cubic yards of Gold Cypress Mulch one time per contract year. Yellowstone Landscape shall install 2304 annuals, four times per contract year. For a total of 9,216 annuals installed per contract year.

Revised Compensation:

The Client shall increase payment to the Contractor by **\$34,335.00 annually** for its services and work as defined by this Amendment No. 1.

PRESENTED BY:

Yellowstone Landscape Inc.

ACCEPTED BY:

CLIENT

By/Date: _____
Brett Perez, Branch Manager

By/Date: _____

Printed Name/Title _____

____ Owner ____ Agent

EXHIBIT 3



Proposal #63243

Date: 05/07/2020

From: Brian Mahar

Proposal For

DPFG

250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

17611 Mentmore Blvd
Land O' Lakes, FL 34638

Property Name: Ballantrae CDD

Dead and Declining Pond Tree Removal

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Labor For Removal, Offsite Disposal and Dump Fees	81.00	\$256.00	\$20,736.00
Stump Grinding	81.00	\$43.00	\$3,483.00

Client Notes

Yellowstone will cut down and remove all tree debris off site and grind and rake away stump material.

Signature x	SUBTOTAL	\$24,219.00
	SALES TAX	\$0.00
	TOTAL	\$24,219.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge 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.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Brian Mahar

Office:

bmahar@yellowstonelandscape.com

EXHIBIT 4



Serving Florida Statewide



American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

P.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

TREATMENT REPORT

CUSTOMER: Ballentrac ACCOUNT # _____
BIOLOGIST: Fitzhensg DATE: 2/10/20 TIME: _____

SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>All</u> <u>16, 18, 20, 19, 4, 6, 9, 30</u> <u>26</u>	✓	✓			✓	✓

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

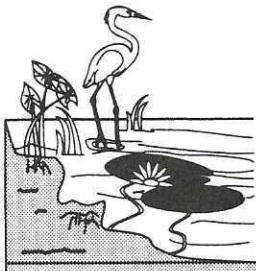
COMMENTS: All sites treated for invasive growth
as needed, sites 16, 18, 20, 19, 4, 6, 9, 30, 26
treated for algae

Customers Signature _____

Date

2/10/20

EXHIBIT 5



Serving Florida Statewide



American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

P.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

TREATMENT REPORT

CUSTOMER: Ballentrac ACCOUNT # _____
BIOLOGIST: Fitzhenry DATE: 2/18/20 TIME: _____

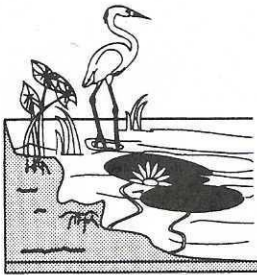
SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>All</u>		✓				

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 targeted
grass

Customers Signature _____ Date 2/18/20

EXHIBIT 6



Serving Florida Statewide



American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

P.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

TREATMENT REPORT

CUSTOMER: Ballentrac ACCOUNT # _____
BIOLOGIST: Fitzhenry DATE: 3/4/20 TIME: _____

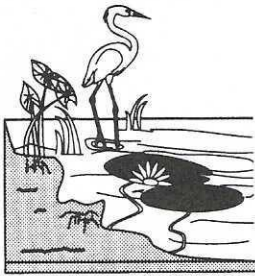
SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>All</u> <u>4, 6, 9, 14, 20, 18, 19, 28</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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

COMMENTS: All sites treated for invasive growth
as needed, sites 4, 6, 9, 14, 20, 18, 19, 28 were
also treated for algae

Customers Signature _____ Date 3/4/20

EXHIBIT 7



American Ecosystems, Inc.®

Serving Florida Statewide



AQUATIC MANAGEMENT SERVICES

TREATMENT REPORT

P.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

CUSTOMER: Balletrae ACCOUNT # _____

BIOLOGIST: Fitzhenry DATE: 3/10/20 TIME: _____

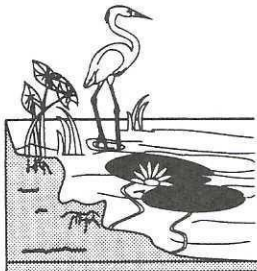
SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>All</u>		<input checked="" type="checkbox"/>				<u>0</u>

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 torpedo
grass as needed

Customers Signature _____ Date 3/10/20

EXHIBIT 8



Serving Florida Statewide



American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

TREATMENT REPORTP.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

CUSTOMER: Ballentrac ACCOUNT # _____
BIOLOGIST: Fitzhenry DATE: 4-6-20 TIME: _____

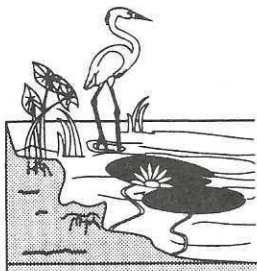
SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>all sites</u>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<u>14, 28, 20, 16</u>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>

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

COMMENTS: Treated all sites for submerged grasses and algae as needed.

Customers Signature Email Copy Date 4-6-20

EXHIBIT 9



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American Ecosystems, Inc.®

AQUATIC MANAGEMENT SERVICES

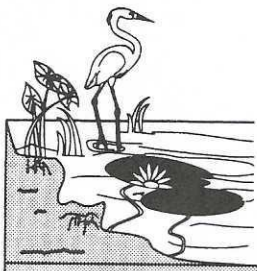
TREATMENT REPORTP.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404CUSTOMER: Ballertrac ACCOUNT # _____BIOLOGIST: Fitzharry DATE: 4-13-20 TIME: _____

SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>all sites</u>		✓			✓	<u>2-3</u>

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

COMMENTS: Treated all sites for Torpedo grassCustomers Signature Email Copy Date 4-13-20

EXHIBIT 10



American Ecosystems, Inc.®

Serving Florida Statewide



AQUATIC MANAGEMENT SERVICES

TREATMENT REPORT

P.O. Box 40517
St. Petersburg, FL 33743-0517
Phone (727) 545-4404

CUSTOMER: Ballantyne ACCOUNT # _____
BIOLOGIST: Fitch DATE: 4/28/20 TIME: _____

SITE	WEEDS TREATED					DAYS RESTRICTED
	ALGAE	GRASSES	UNDERWATER	FLOATING	TERRESTRIAL	
<u>Cutbacks</u>					✓	

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

COMMENTS: Cutbacks treated for invasive growth
as needed

Customers Signature _____

Date 4/28/20

EXHIBIT 11

1 **MINUTES OF MEETING**

2 **BALLANTRAE**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development
5 District was held on Wednesday, February 26, 2020 at 6:30 p.m. at Ballantrae Community Center, 17611
6 Mentmore Blvd., Land O' Lakes, Florida 34638.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Fleteau called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 James Fleteau	Board Supervisor, Chairman
11 Richard Levy	Board Supervisor, Vice Chairman
12 Steve Bobick (<i>joined in progress</i>)	Board Supervisor, Assistant Secretary
13 Tony Thomas	Board Supervisor, Assistant Secretary
14 Chris Milano	Board Supervisor, Assistant Secretary

15 Also present were:

16 Patricia Thibault	District Manager, DPFG Management & Consulting
17 Lore Yeira	District Manager, DPFG Management & Consulting
18 Teeanna Kamalu	DPFG Management & Consulting
19 Vivek Babbar	District Counsel, Straley Robin Vericker
20 Tonja Stewart	District Engineer, Stantec
21 Garry Kubler	Maintenance Supervisor
22 Joel Provenzano	Access Permit Manager, Florida Department of
23	Transportation
24 Brian Mahar	Yellowstone

25 *The following is a summary of the discussions and actions taken at the February 26, 2020 Ballantrae*
26 *CDD Board of Supervisors Regular Meeting.*

27 **SECOND ORDER OF BUSINESS – Audience Comments**

28 A resident stated interest in establishing a regularly-meeting crafts club. The resident also noted
29 that a container was on a resident's driveway on Duke Firth that made it difficult to view past the
30 bend. Mr. Fleteau advised the resident to consult with Ballantrae HOA.

31 **THIRD ORDER OF BUSINESS – Presentation by FDOT on Exit Turning Lanes on SR 54**

32 Mr. Provenzano gave an overview of the exit turning lanes for reducing delay and responses from
33 the developer paying for the improvements. Discussion ensued.

34 The Board opted to delay the turn lane decision until determining costs of the center median and
35 the developer creating plans amenable to the Board.

36 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
37 the rescindment of the January 22, 2020 motion recommending a one turn lane, for the Ballantrae
38 Community Development District.

FOURTH ORDER OF BUSINESS – Professional Reports

A. District Counsel

Mr. Babbar noted that the quit claim deed included the reservation of easement. Ms. Stewart advised that fees for the paperwork amounted to \$575.00 per legal description, for a total amount of approximately \$11,000.00. Mr. Flateau suggested that the District fund Straiton's legal fees.

On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board approved the authorization for the Chair to execute the quit claim deed and reservation of easement in substantial form, with the District bearing the cost of the legal documents, in the amount of \$11,000.00, for the Ballantrae Community Development District.

Mr. Babbar gave an overview of the options for the District to start on the clubhouse project.

Mr. Babbar noted the removal of the newspaper notice requirement for Board meetings. Mr. Babbar advised that published agenda packages only required items to be voted on.

B. Exhibit 1: Yellowstone Landscape Maintenance Report

C. Exhibit 2: Yellowstone Irrigation Report

- Exhibit 3: Proposal #49379 Braemar Median Car Damage repair for \$1,039.00

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Braemar Median Car Damage Repair Proposal, in the amount of \$1,039.00, for the Ballantrae Community Development District.

- Exhibit 4: Proposal #46097 Ayrshire Controller Irrigation Labor for \$1,185.80

Mr. Milano made a motion removing the listed irrigation labor amount of \$118.30 from the proposal, resulting in a final revised total in the amount of \$1,067.50.

On a MOTION by Mr. Milano, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Ayrshire Controller Irrigation Labor Proposal, in an amount not to exceed \$1,067.50, for the Ballantrae Community Development District.

- Exhibit 5: Proposal #49974 Spring Annual Rotation for \$3,561.48

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Spring Annual Rotation Proposal, in the amount of \$3,561.48, for the Ballantrae Community Development District.

D. DPFG Operations Report

- Exhibit 6: February Field Report

- Exhibit 7: February Pond Report

E. Engineers Report

F. American Ecosystems Pond Report

- Exhibit 8: Treatment Report for January 9, 2020

- Exhibit 8: Treatment Report for January 15, 2020

- Exhibit 8: Treatment Report for January 29, 2020

FIFTH ORDER OF BUSINESS – Administrative Matters

- A. Exhibit 9: Consideration of **Resolution 2020-02**, General Election

On a MOTION by Mr. Bobick, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board adopted **Resolution 2020-02**, Setting the General Election for the Ballantrae Community Development District.

- B. Exhibit 10: Consideration of the Regular Meeting Minutes – January 22, 2020

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Regular Meeting Minutes from January 22, 2020, for the Ballantrae Community Development District.

- C. Exhibit 11: Acceptance of the Unaudited January 2020 Financial Statements

On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board accepted the Unaudited January 2020 Financial Statements for the Ballantrae Community Development District.

- D. Consideration to Move the CDD Board Meeting on Wednesday July 22nd to Wednesday July 29th

On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the Rescheduling of the CDD Board Meeting from Wednesday, July 22, 2020, to Wednesday, July 29, 2020, for the Ballantrae Community Development District.

SIXTH ORDER OF BUSINESS – Business Matters – New

Mr. Flateau noted a request from the Ballantrae HOA for a 48-foot trailer from Goodwill for the garage sale scheduled for April 11. The Board provided consensus in approval for the request, and Mr. Flateau directed Board members to discuss insurance matters with Mr. Eckstein.

SEVENTH ORDER OF BUSINESS – Business Matters – Old

- Transfer of Parcels to Straiton

- Discussion of Dani Dance Class Changes

Mr. Kubler noted that Dancing With Miss Dani LLC, was now charging for dance classes. The Board requested that the charges be adjusted to the nonresident rates, and that a sign-in sheet be implemented to determine dance class attendance.

EIGHTH ORDER OF BUSINESS – Staff Reports

- A. District Manager

There being none, the next item followed.

- B. Maintenance Supervisor

Mr. Kubler informed the Board that two balance valves for water were to be replaced, and that he had also acquired paint for the basketball courts.

NINTH ORDER OF BUSINESS – Supervisors Requests

There being none, the next item followed.

109 **TENTH ORDER OF BUSINESS – Audience Comments**

110 There being none, the next item followed.

111 **ELEVENTH ORDER OF BUSINESS – Adjournment**

112 Mr. Plateau asked for final questions, comments, or corrections before requesting a motion to
113 adjourn the meeting. There being none, Mr. Levy made a motion to adjourn the meeting.

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

116 **BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF FEBRUARY 2020**

Line Item No.	Line Title	Description	Vendor	Amount
Line 21	District Engineer	Legal documents for quit claim deed and reservation of easement	Stantec	\$11,000.00
Line 68	Field Miscellaneous (Inclusive of Trapper)	Proposal #49379 – Braemar Median Car Damage Repair	Yellowstone Landscape	\$1,039.00
Line 62	Irrigation Repairs and Maintenance	Invoice #46097 – Ayrshire Controller	Yellowstone Landscape	<i>Not to exceed</i> \$1,067.50
Line 58	Landscape – Secondary Contracts	Invoice #49974 – 2020 Spring Annual Rotation	Yellowstone Landscape	\$3,561.48

117 **Each person who decides to appeal any decision made by the Board with respect to any matter*
118 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
119 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

120 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
121 **meeting held on _____.**

122

Signature

Signature

123

Printed Name

Printed Name

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

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

EXHIBIT 12

1 **MINUTES OF MEETING**

2 **BALLANTRAE**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Emergency Meeting of the Board of Supervisors of the Ballantrae Community Development
5 District was held on Monday, May 11, 2020 at 6:00 p.m. via electronic teleconference due to COVID-19,
6 per Governor's Executive Order 20-69.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Fleteau called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 James Fleteau	Board Supervisor, Chairman
11 Richard Levy	Board Supervisor, Vice Chairman
12 Steve Bobick	Board Supervisor, Assistant Secretary
13 Tony Thomas	Board Supervisor, Assistant Secretary
14 Chris Milano	Board Supervisor, Assistant Secretary

15 Also present were:

16 Patricia Thibault	District Manager, DPFG Management & Consulting
17 Lore Yeira	District Manager, DPFG Management & Consulting
18 Vivek Babbar	District Counsel, Straley Robin Vericker
19 Garry Kubler	Maintenance Supervisor

20 *The following is a summary of the discussions and actions taken at the May 11, 2020 Ballantrae CDD*
21 *Board of Supervisors Emergency Meeting.*

22 **SECOND ORDER OF BUSINESS – Audience Comments**

23 A resident requested for pools to be opened as soon as possible according to all health codes.

24 **THIRD ORDER OF BUSINESS – Emergency Discussion of Resident Safety and Amenities**
25 **Reopening**

26 Mr. Fleteau gave an overview of the shutdown procedure actions for the District and Pasco
27 County, and stated that re-opening should be a group discussion made by the full Board. Mr.
28 Fleteau asked the Board whether input had been received from residents, and Supervisors
29 responded stating that no complaints had been heard.

30 Mr. Fleteau suggested that the clubhouse remain closed, citing the fact that few event reservations
31 were historically less than ten people, and recommended trooper enforcement and rotating swim
32 sessions should pools reopen, additionally recommending the closure of splash pads outside of
33 ADA compliance needs.

34 Mr. Fleteau stated that tennis courts would be opened to reservations for singles matches
35 exclusively, following county and state guidance. Ms. Thibault answered questions from the
36 Board regarding tennis court usage, clarifying along with the Chair that the restriction to singles
37 matches was to promote better social distancing, that only one court was to be used at any given
38 time, and that the courts would be subject to District-wide modified hours from 3 to 8. Mr. Kubler
39 stated that he would be able to take down one of the tennis court nets, as well as the swings and
40 the volleyball net. Mr. Fleteau noted that the removal of the pool chairs would reduce
41 maintenance staff workload. Further discussion regarding reservations and operations ensued.

A. Exhibit 1: Lakeshore Ranch Proposed Opening Example

The Board reviewed the reopening document from Lakeshore Ranch CDD by each paragraph, discussing specific details and action items to be adjusted for Ballantrae CDD.

B. Exhibit 2: Discussion Point for Ballantrae Re-opening

Mr. Flateau fielded questions about the usage of the 14-day downward trajectory in COVID-19 cases as guidance for re-opening, with Ms. Thibault clarifying statements made federally. Ms. Thibault suggested for the Chair to work with District Management to draft a re-opening plan for the District to be approved by the Board at a later date, noting that an additional emergency meeting had been advertised for May 20 and could be held. Mr. Flateau agreed, stating that a document specific for Ballantrae's needs could be drafted and sent to District Management within two days. Ms. Thibault and the Board discussed methods for providing notice to residents.

FOURTH ORDER OF BUSINESS – Supervisors Requests

There being none, the next item followed.

FIFTH ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

SIXTH ORDER OF BUSINESS – Adjournment

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

On a MOTION by Mr. Bobick, SECONDED by Mr. Thomas, 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: ☐ Chairman ☐ Vice Chairman

EXHIBIT 13

Ballantrae Community Development District

Financial Statements
(Unaudited)

Period Ending
April 30, 2020

BALLANTRAE CDD

Financial Report Summary - General Fund

As of April 30, 2020

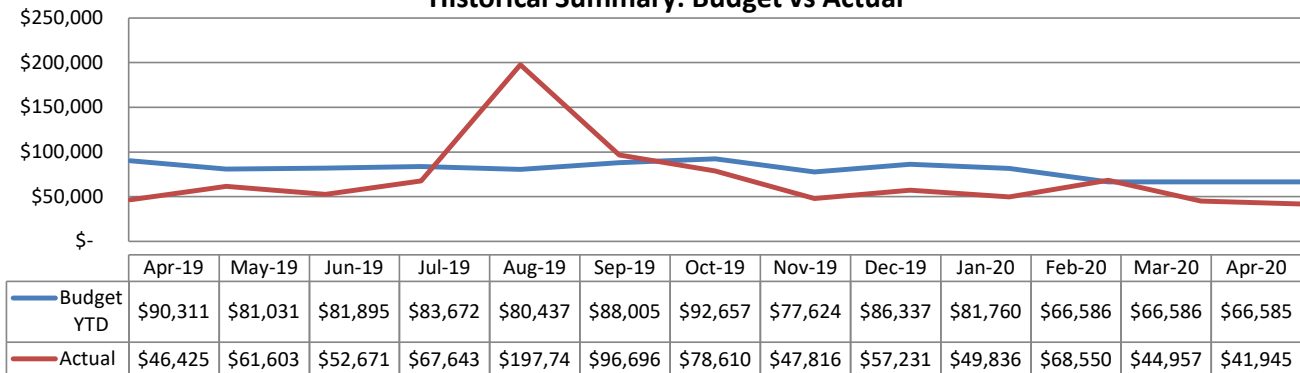
a. FUND BALANCE:

For The Period Ending	4/30/2019 Actual	4/30/2020 Actual	Variance
CASH OPER. ACCT	\$ 728,021	\$ 787,169 (a)	\$ 59,148
CASH DEBIT CARD	1,856	1,387	(469)
INVESTMENTS	-	-	-
LESS: ACCOUNTS PAYABLE	4,819	105,866	101,047
DUE TO OTHER FUNDS	11,934	8,599	(3,335)
NET CASH BALANCE	\$ 713,124	\$ 674,091	\$ (41,899)
UNRESERVED GF BALANCE (UN-ASSIGNED)	\$ 712,033	\$ 709,046	\$ (2,987)
NONSPENDABLE PREPAID ITEM	158	1,150	992
RESERVE GF BALANCE (ASSIGNED) - OPERATIONS	-	-	-
TOTAL GENERAL FUND BALANCE	\$ 712,191	\$ 710,196	\$ (1,995)

b. REVENUE AND EXPENDITURES (FY 2020 YTD):

% TAX ASSESSMENTS COLLECTED	98.5% ACTUAL YEAR-TO-DATE	BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
TOTAL REVENUE (YTD) COLLECTED	\$ 1,009,724	\$ 1,009,290	\$ 434
EXPEND. (YTD) BEFORE OTHER SOURCES & USES	(388,945)	(563,146)	174,201
NET OPERATING CHANGE	\$ 620,779	\$ 446,145	\$ 174,634

Historical Summary: Budget vs Actual



Emergency Reserve Transfer of \$20K occurred in Mar' 2020

Asset Reserve Transfer of \$47.5K occurred in Apr' 2020

Park Development Reserve Transfer of \$37.5K occurred in Apr' 2020

Ballantrae CDD
Balance Sheet
April 30, 2020

	GENERAL FUND	RESERVE FUND	DS-2015 FUND	TOTAL
1 <u>ASSETS:</u>				
2 CASH - OPERATING ACCTS	\$ 787,169	-	-	\$ 787,169
4 CASH - DEBIT CARD BU	1,387	-	-	1,387
6 INVESTMENTS:				
8 ASSET RESERVE	-	415,385	-	415,385
9 EMERGENCY RESERVE	-	106,560	-	106,560
10 PARK DEVELOPMENT	-	1,014,382	-	1,014,382
11 BILL PAYMENT RESERVE	-	153,649	-	153,649
13 REVENUE-SERIES 2015	-	-	589,209	589,209
14 RESERVE-SERIES 2015	-	-	222,968	222,968
15 PREPAYMENT-SERIES 2015	-	-	19	19
16 ACCOUNTS RECEIVABLE	93	-	-	93
17 ASSESSMENTS RECEIVABLE -ON ROLL	14,921	-	6,154	21,075
18 DUE FROM OTHER FUNDS	36,012	-	8,599	44,611
19 DEPOSITS	1,150	-	-	1,150
20 PREPAID ITEMS	-	-	-	-
21 TOTAL ASSETS	\$ 840,732	\$ 1,689,976	\$ 826,949	\$ 3,357,657
22				
23 <u>LIABILITIES:</u>				
24 ACCOUNTS PAYABLE	\$ 105,866	\$ -	\$ -	\$ 105,866
27 DUE TO OTHER FUNDS	8,599	36,012	-	44,611
28 DEFERRED REVENUE ON-ROLL	14,921	-	6,154	21,075
29				
30 <u>FUND BALANCE:</u>				
31 NON SPENDABLE (Deposits & Prepaid)	1,150	-	-	1,150
32				
33 ASSIGNED	-	1,653,964	820,795	2,474,759
34 UNASSIGNED	710,196	-	-	710,196
36 TOTAL LIABILITIES & FUND BALANCE	\$ 840,732	\$ 1,689,976	\$ 826,949	\$ 3,357,657

Ballantrae CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2019 Ending April 30, 2020

	FY 2020 AMENDED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE Amended vs Actual YTD (Left to Spend)	VARIANCE YTD vs Actual YTD FAV (UNFAV)
1 O&M REVENUES:					
2 LANDOWNER ASSESSMENTS (NET)	\$ 1,024,660	1,009,290	\$ 1,009,724	\$ 14,936	\$ 434
3 EXCESS FEES CARRYFORWARD PREVIOUS YEARS	2,812	-	-	(2,812)	-
4 CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	-	-	-	-	-
5 OTHER INCOME (Access Cards & Misc)	-	-	7,445	7,445	7,445
6 TRANSFER IN FROM RESERVE FUNDS	-	-	-	-	-
7 TOTAL REVENUE	1,027,472	1,009,290	1,017,169	19,569	7,879
9 O&M ADMINISTRATIVE EXPENDITURES:					
10 BOARD OF SUPERVISORS					
11 SUPERVISOR STIPENDS	14,000	8,167	4,600	9,400	3,567
12 NEWSLETTER - BIMONTHLY PRINT & MAILING	10,000	5,833	4,681	5,319	1,152
13 WEBSITE SERVER & NAME	880	880	1,761	(881)	(881)
14 PUBLIC OFFICIALS LIABILITY INSURANCE	2,625	2,625	2,563	62	62
15 MANAGEMENT SERVICES					
16 ADMINISTRATIVE SERVICES	-	-	-	-	-
17 DISTRICT MANAGEMENT	53,200	31,033	31,031	22,169	2
18 FINANCIAL CONSULTING SERVICES	-	-	-	-	-
19 ACCOUNTING SERVICES	-	-	-	-	-
20 ENGINEERING & LEGAL SERVICES					
21 DISTRICT ENGINEER	18,000	14,726	14,726	3,274	-
22 DISTRICT COUNSEL	17,300	10,092	7,268	10,032	2,824
23 ADMINISTRATIVE: OTHER					
24 ANNUAL FINANCIAL AUDIT	3,700	2,158	-	3,700	2,158
25 DISCLOSURE REPORT	1,000	583	-	1,000	583
26 TRUSTEES FEES	3,772	2,200	-	3,772	2,200
27 PROPERTY APPRAISER FEE	150	88	-	150	88
28 LEGAL ADVERTISING	750	370	370	380	-
29 ARBITRAGE REBATE CALCULATION	650	379	-	650	379
30 DUES: LICENSES AND FEES	1,200	700	175	1,025	525
31 COMPLIANCE WITH ADA	2,480	1,447	-	2,480	1,447
32 ADMINISTRATIVE CONTINGENCY	5,000	2,917	650	4,350	2,267
33 O&M ADMINISTRATIVE SUBTOTAL:	134,707	84,198	67,825	66,882	16,373
35 INSURANCE					
36 GENERAL LIABILITY	3,032	3,032	2,960	(72)	72
37 PROPERTY CASUALTY	14,188	14,188	13,905	(283)	283
38 TOTAL INSURANCE	17,220	17,220	16,865	(355)	355
40 UTILITY SERVICES					
41 ELECTRIC UTILITY SERVICES	23,000	13,417	12,942	10,058	475
42 ELECTRIC UTILITY - RECREATION FACILITIES	15,500	9,042	6,314	9,186	2,728
43 ELECTRIC STREET LIGHTING	103,500	60,375	58,892	44,608	1,483
44 UTILITY - WATER - CLUBHOUSE & POOLS	14,000	8,167	3,295	10,705	4,872
45 STORMWATER ASSESSMENT	2,200	1,283	-	2,200	1,283
46 TOTAL UTILITY SERVICES	158,200	92,283	81,443	76,757	10,840
48 LAKES/PONDS & LANDSCAPE					
49 LAKES/PONDS: CONTRACTS					
50 AQUATIC CONTRACT	22,800	13,300	13,300	9,500	-
51 WETLAND BUFFER SPRAY CONTRACT	14,400	11,816	11,816	2,584	-
52 LAKES/PONDS: OTHER					
53 FOUNTAIN REPAIRS & MAINTENANCE	3,000	1,750	485	2,515	1,265
54 MITIGATION AREAS: MONITOR & MAINTAIN	1,500	875	-	1,500	875
55 LAKE/POND REPAIRS	10,000	5,833	-	10,000	5,833
56 INSTALL/REPLACE AQUATIC PLANTS	5,000	2,917	-	5,000	2,917
57 LANDSCAPING: CONTRACTS					
58 LANDSCAPE MAINTENANCE CONTRACT	144,240	84,140	84,135	60,105	5
59 LANDSCAPE SECONDARY CONTRACT	31,212	18,207	-	31,212	18,207
60 LANDSCAPE OVERSIGHT/MGMT	-	-	-	-	-
61 LANDSCAPING: OTHER					
62 IRRIGATION REPAIRS AND MAINTENANCE	14,000	8,167	4,100	9,900	4,067
63 REPLACE PLANTS, MULCH & TREES	36,500	21,292	8,393	28,107	12,899
64 SOD & SEED REPLACEMENT	10,000	5,833	-	10,000	5,833
65 LANDSCAPE ENHANCEMENT	-	-	-	-	-
66 EXTRA MOWINGS DURING RAINY SEASON	5,000	2,917	-	5,000	2,917
67 RUST PREVENTION FOR IRRIGATION SYSTEM	10,380	6,055	6,055	4,325	-
68 FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	13,000	7,583	-	13,000	7,583
69 LAKES/PONDS & LANDSCAPE TOTAL	321,032	190,685	128,284	192,748	62,401
71 STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS					
72 STREETS & SIDEWALKS					
73 ENTRY & WALLS MAINTENANCE	2,000	1,167	-	2,000	1,167
74 STREET/DECORATIVE LIGHT MAINTENANCE	1,000	583	-	1,000	583
75 SIDEWALK REPAIR & MAINTENANCE	1,500	875	-	1,500	875
76 MAINTENANCE STAFF					
77 EMPLOYEE - SALARIES	81,373	47,468	38,797	42,576	8,671
78 EMPLOYEE - P/R TAXES	6,978	4,071	3,388	3,590	683
79 EMPLOYEE - WORKERS COMP	3,325	3,322	3,322	3	-
80 PAYROLL FEES	1,900	1,108	1,034	866	74
81 EMPLOYEE- HEALTH & PHONE STIPENDS	9,600	5,600	4,890	4,710	710
82 MILEAGE	1,100	642	34	1,066	608
83 STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS SUBTOTAL	108,776	64,835	51,465	57,311	13,370
85 CLUBHOUSE & SAFETY & SECURITY					

Ballantrae CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2019 Ending April 30, 2020

	FY 2020 AMENDED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE Amended vs Actual YTD (Left to Spend)	VARIANCE YTD vs Actual YTD FAV (UNFAV)
86 CLUBHOUSE & MISCELLANEOUS					
87 PARK/FIELD REPAIRS	7,200	4,200	203	6,997	3,997
88 CLUBHOUSE FACILITY MAINTENANCE	9,000	5,250	1,505	7,495	3,745
89 CLUBHOUSE TELEPHONE/INTERNET/FAX	4,200	2,584	2,584	1,616	-
90 MISCELLANEOUS SUPPLIES (Inclusive of Debit Card)	3,500	2,042	-	3,500	2,042
91 POOL/FOUNTAIN/SPLASH PAD MAINTENANCE	10,000	5,833	4,725	5,275	1,108
92 POOL PERMITS	750	438	-	750	438
93 SEASONAL LIGHTING	20,000	18,352	18,352	1,648	-
94 PEST CONTROL	520	520	715	(195)	(195)
95 CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-	-	-
96 CLUBHOUSE CLEANING	-	-	-	-	-
97 CLUBHOUSE MISCELLANEOUS	7,500	4,375	545	6,955	3,830
98 SAFETY & SECURITY					
99 PART-TIME LAW ENFORCEMENT DETAILS	50,000	29,167	11,310	38,690	17,857
100 SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	13,708	1,752	21,748	11,956
101 EMPLOYEE PAYROLL TAXES	2,000	1,167	-	2,000	1,167
102 EMPLOYEE WORKER'S COMP	1,300	758	-	1,300	758
103 VIDEO SURVEILLANCE	-	-	-	-	-
104 SECURITY - OTHER (GATE SERVICE)	1,000	1,000	1,372	(372)	(372)
105 CLUBHOUSE & SAFETY & SECURITY	140,470	89,394	43,063	97,407	46,331
106					
107 O&M CONTINGENCY & CAPITAL PROJECTS					
108 O&M CONTINGENCY	42,053	24,531	-	42,053	24,531
109 ENTRANCES & OTHER PLANT REPLACEMENT	-	-	-	-	-
110 WALL & STRUCTURE PAINTING	-	-	-	-	-
111 INVASIVE & UNDESIRABLE PLANT REMOVAL	-	-	-	-	-
112 TOTAL O&M CONTINGENCY & CAPITAL PROJECTS	42,053	24,531	-	42,053	24,531
113					
114 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES	922,458	563,146	388,945	532,803	174,201
115					
116 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	105,014	446,145	628,224	552,372	182,079
117					
118 OTHER FINANCING SOURCES AND (USES)					
119 RESERVES TRANSFERS OUT-OTHER FINANCING USES					
120 EMERGENCY RESERVE	20,000	-	20,000	-	(20,000)
121 ASSET RESERVE	47,500	-	47,500	-	(47,500)
122 BILL PAYMENT RESERVE	-	-	-	-	-
123 PARK DEVELOPMENT RESERVE	37,514	-	37,514	-	(37,514)
124 TOTAL OTHER FINANCING SOURCES & USES	105,014	-	105,014	-	(105,014)
125					
126 O&M TOTAL EXPENDITURES	1,027,472	563,146	493,959	532,803	69,187
127					
128 NET CHANGE IN FUND BALANCE	-	446,145	523,210	552,372	77,065
129 BEGINNING FUND BALANCE GENERAL FUND (adjusted for FY19)	933	250,256	188,119	250,256	188,119
130 LESS FUND BALANCE FORWARD	-	-	-	-	-
131 ENDING FUND BALANCE GENERAL FUND	933	696,401	711,329	802,628	265,184
132 ENDING FUND BALANCE - RESERVE FUND (Stmt 2)	1,710,380	-	-	-	-
133 TOTAL FUND BALANCE - GENERAL & RESERVE FUNDS					
134 ADJUSTED FUND BALANCE	\$ 1,711,313	\$ 696,401	\$ 711,328	\$ 802,628	\$ 265,184

Ballantrae CDD
Reserve Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2019 Ending April 30, 2020

	FY 2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
INTEREST REVENUE				
MMK - PARK DEVELOPMENT (interest)	\$ -	-	\$ 3,296	\$ 3,296
MMK - ASSET RESERVE (interest)	-	-	1,162	1,162
MMK - EMERGENCY RESERVE (interest)	-	-	261	261
MMK - BILL PAYMENT RESERVE (interest)	-	-	517	517
INTEREST EARNINGS	-	-	-	-
TOTAL REVENUE	-	-	5,236	5,236
RESERVES EXPENDITURES				
EMERGENCY RESERVE	-	-	12,023	12,023
ASSET RESERVE	-	-	23,989	23,989
PARK DEVELOPMENT RESERVE	-	-	-	-
PROJECTS (Contingency)	-	-	-	-
TOTAL RESERVES EXPENDITURES	-	-	36,012	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	(30,776)	5,236
OTHER FINANCING SOURCES				
TRANSFER IN - PARK DEVELOPMENT	37,514	-	37,514	37,514
TRANSFER IN - BILL PAYMENT	-	-	-	-
TRANSFER IN (OUT) - ASSET RESERVE	47,500	-	47,500	47,500
TRANSFER IN (OUT) - EMERGENCY RESERVE	20,000	-	20,000	20,000
TOTAL OTHER FINANCING SOURCES (USES)	105,014	-	105,014	105,014
NET CHANGE IN FUND BALANCE	105,014	-	74,238	110,250
FUND BALANCE - BEGINNING	-	-	1,579,726	1,579,726
FUND BALANCE - ENDING	\$ 105,014	\$ -	\$ 1,653,964	\$ 1,689,976

	FY 2017	FY 2018 Adopted	Total FY 2018 (includes interest)	FY 2019 ADOPTED	FY 2019 PROPOSED AMENDED	FY 2019 ADOPTED AMENDED	FY 2020 ADOPTED
RESERVE BALANCE SUMMARY							
PARK DEVELOPMENT	610,035	175,000	787,486	175,000	-	962,486	1,000,000
ASSET RESERVE	354,676	41,878	397,872	46,600	(55,204)	389,268	436,768
EMERGENCY RESERVE	226,864	-	227,660	20,000	(145,254)	102,406	122,406
BILL PAYMENT RESERVE	150,678	-	151,206	-	-	151,206	151,206
	1,342,253	216,878	1,564,224	241,600	(200,458)	1,605,366	1,710,380

Ballantrae CDD
Debt Service Fund -Series 2015
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Beginning October 1, 2019 Ending April 30, 2020

	FY 2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
ASSESSMENT - ON-ROLL	\$ 557,421	557,421	\$ 549,237	\$ (8,184)
ASSESSMENT DISCOUNTS	-	-	-	-
INTEREST EARNINGS	-	-	4,358	4,358
TOTAL REVENUE	557,421	557,421	553,595	(3,826)
EXPENDITURES				
INTEREST MAY 2019	119,214	-	120,524	(120,524)
INTEREST NOV 2020	114,836	-	-	-
PRINCIPAL RETIREMENT MAY 2020	320,000	-	-	-
PRINCIPAL PREPAYMENT	-	-	-	-
TOTAL CONTINGENCY	554,050	-	120,524	(120,524)
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	3,371.00	557,421	433,071	(124,350)
OTHER FINANCING SOURCES				
TRANSFER-IN	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
NET CHANGE IN FUND BALANCE	3,371	557,421	433,071	(124,350)
FUND BALANCE - BEGINNING	-	-	387,739	387,739
FUND BALANCE - ENDING	\$ 3,371	\$ 557,421	\$ 820,810	\$ 263,389

Ballantrae CDD
Bank Reconciliation
April 30, 2020

	<u>BU Acct</u>	<u>HB Acct</u>	<u>Consolidated Oper accts</u>
Balance Per Bank Statement	\$ 854.53	\$ 801,847.38	\$ 802,701.91
Less: Outstanding Checks	-	(15,533.74)	(15,533.74)
<i>Adjusted Bank Balance</i>	<u><u>\$ 854.53</u></u>	<u><u>\$ 786,313.64</u></u>	<u><u>\$ 787,168.17</u></u>
Beginning Cash Balance Per Books	\$ 926.53	\$ 855,199.29	\$ 856,125.82
Deposits / Transfer	-	24,908.45	24,908.45
Transfer From to Debit Card	-	-	-
Cash Disbursements	(72.00)	(93,794.10)	(93,866.10)
<i>Balance Per Books</i>	<u><u>\$ 854.53</u></u>	<u><u>\$ 786,313.64</u></u>	<u><u>\$ 787,168.17</u></u>

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Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
11/11/2019		Pasco County Tax Collector	Deposit	3,081.99		160,538.02
11/11/2019	2008	Suncoast Rust Control, Inc	Rust Prevention - Oct		865.00	159,673.02
11/11/2019		Internal Revenue Service	Deposit	4,666.36		164,339.38
11/11/2019		Ballantrae	Rental Income	275.00		164,614.38
11/13/2019		Pasco County Tax Collector	Deposit	2,720.00		167,334.38
11/18/2019		Pasco County Tax Collector	Deposit	57,541.75		224,876.13
11/18/2019	2009	Stantec Consulting Services, Inc.	Engineering Svcs thru 10/18/19		1,332.30	223,543.83
11/18/2019	2010	Tampa Bay Times	Legal Ad		124.00	223,419.83
11/19/2019	ACH111919.1	Duke Energy	10/1-10/28 - 17524 Hugh Ln		249.06	223,170.77
11/19/2019	ACH111919.2	Duke Energy	10/1-10/28 - 17611 Mentmore Blvd Rec Bldg		1,049.34	222,121.43
11/19/2019	ACH111919.3	Duke Energy	10/1-10/28 - 2800 Ballantrae Blvd Pump Pond		931.49	221,189.94
11/20/2019	ACH112019.1	Duke Energy	10/1-10/29 - 2131 Ballantrae Blvd Irr - 17626 Glenapp Dr Irr		150.79	221,039.15
11/20/2019	ACH112019.2	Duke Energy	10/1-10/29 - 2500 Ballantrae Blvd Lite Entrance		184.71	220,854.44
11/20/2019	ACH112019.3	Duke Energy	9/27-10/29 - 3643 Duke Firth St Irr		13.86	220,840.58
11/20/2019	ACH112019.4	Duke Energy	10/1-10/29 - 17600 Stinchar Dr Entry Tower		187.98	220,652.60
11/20/2019	ACH112019.5	Duke Energy	9/27-10/29 - 3351 Downman Point Dr Well		68.08	220,584.52
11/20/2019	ACH112019.6	Duke Energy	9/27-10/29 - 2131 Ballantrae Blvd Irr - 3633 Duke Firth St Entry Lite		28.08	220,556.44
11/20/2019	ACH112019.7	Duke Energy	9/27-10/29 - 17700 Glenapp Dr. Entry Tower		25.47	220,530.97
11/20/2019	ACH112019.8	Duke Energy	9/27-10/29 - 17650 Ayshire Blvd Entry Tower		21.17	220,509.80
11/20/2019	ACH112019.9	Duke Energy	9/30-10/29 - 3542 Ballantrae Blvd Well Pump		100.98	220,408.82
11/20/2019	ACH112019.10	Duke Energy	9/27-10/29 - 2131 Ballantrae Blvd Irr		13.86	220,394.96
11/20/2019	ACH112019.11	Duke Energy	Streetslights - October		8,510.41	211,884.55
11/22/2019	702184DD	Dustin J. Smith	11/4-11/17 - P/R		903.91	210,980.64
11/22/2019	702183DD	Gary L. Kubler	11/4-11/17 - P/R		1,203.02	209,777.62
11/22/2019	ACH112219	Innovative Employer Solutions	Payroll - 11/4-11/17		619.98	209,157.64
11/25/2019	ACH112519.1	Pasco County Utilities Services Branch	10/1-10/21 - Ayshire Boulevard		24.80	209,132.84
11/25/2019	ACH112519.2	Pasco County Utilities Services Branch	10/1-10/21 - Ballantrae & Mentore		1,047.98	208,084.86
11/25/2019		Pasco County Tax Collector	Deposit	214,844.49		422,929.35
11/27/2019		Pasco County Tax Collector	Deposit	80,620.88		503,550.23
11/29/2019	ACH112919	Bright House Networks	11/12-12/11 - Internet/Phone		349.94	503,200.29
11/29/2019	25	Christopher Milano	BOS Mtg. - 11/20		200.00	503,000.29
11/29/2019	703765DD	Dustin J. Smith	11/18-12/1 - P/R - healthcare & Phone		373.23	502,627.06
11/29/2019	703764DD	Gary L. Kubler	11/18-12/1 - P/R - healthcare & Phone		369.00	502,258.06
11/29/2019	ACH112919	Innovative Employer Solutions	BOS Mtg 11/20 & Payroll - 11/18-12/1 (Stipends)		360.31	501,897.75
11/29/2019	703763DD	James Plateau	BOS Mtg. - 11/20		200.00	501,697.75
11/29/2019	24	Richard Levy	BOS Mtg. - 11/20		200.00	501,497.75
11/29/2019	703762DD	Stephen Bobick	BOS Mtg. - 11/20		200.00	501,297.75
11/30/2019		EOM Balance Hancock Bank		363,750.47	\$6,931.36	501,297.75
12/01/2019	2011	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - December		4,433.00	496,864.75
12/06/2019	705595	Dustin J. Smith	11/18-12/1 - P/R		987.92	495,876.83
12/06/2019	705594	Gary L. Kubler	11/18-12/1 - P/R		1,236.48	494,640.35
12/06/2019	ACH120619	Innovative Employer Solutions	Payroll - 11/18-12/1		658.51	493,981.84
12/06/2019		Pasco County Tax Collector	Deposit	1,041,844.76		1,535,826.60
12/09/2019	2012	American Ecosystems, Inc.	Lake & Pond Maint.		3,588.00	1,532,238.60
12/09/2019	2013	DCSI, Inc	Swipe cards & Overlays		523.00	1,531,715.60
12/09/2019	2014	Illuminations Holiday Lighting	Holiday Lighting Final		9,025.00	1,522,690.60
12/09/2019	2015	Poolsure	Pool Maint - December		520.74	1,522,169.86
12/09/2019	2016	Stantec Consulting Services, Inc.	Engineering Svcs thru 11/15/19		408.00	1,521,761.86
12/09/2019	2017	Straley Robin Vericker	Legal Services 11/15/19		2,335.00	1,519,426.86
12/09/2019	2018	Suncoast Rust Control, Inc	Rust Prevention - Nov		865.00	1,518,561.86
12/09/2019	2019	Tropicare Termite and Pest Control	Pest Control - Nov		40.00	1,518,521.86
12/09/2019	2020	Yellowstone Landscape Professionals	Landscape Maint.		12,343.45	1,506,178.41
12/10/2019		Deposit		275.00		1,506,453.41
12/12/2019	2021	Ballantrae CDD C/O US Bank	Tax Collection Distribution c/o US Bank		493,450.37	1,013,003.04
12/13/2019		Pasco County Tax Collector	Deposit	88,049.36		1,101,052.40
12/16/2019	2022	Allegra Design Print Mail	Ballantrae Newsletter		1,822.84	1,099,229.56
12/17/2019	2023	DCSI, Inc	Monument Camera Installation - Down payment		11,994.50	1,087,235.06
12/17/2019	ACH121719.1	Duke Energy	10/28-11/25 - 17524 Hugh Ln		220.77	1,087,014.29
12/17/2019	ACH121719.2	Duke Energy	10/28-11/25 - 17611 Mentmore Blvd Rec Bldg		929.63	1,086,084.66
12/17/2019	ACH121719.3	Duke Energy	10/28-11/25 - 2800 Ballantrae Blvd Pump Pond		946.75	1,085,137.91
12/17/2019	ACH121719.4	Duke Energy	10/29-11/25 - 3542 Ballantrae Blvd Well Pump		96.32	1,085,041.59
12/18/2019	2024	Innersync	Web Hosting & ADA compliance		1,260.64	1,083,780.95
12/18/2019	2025	Tampa Bay Times	Legal Ad		245.50	1,083,535.45
12/18/2019	2026	Yellowstone Landscape Professionals	Irrigation Inspection Repair December		77.80	1,083,457.65
12/18/2019		Pasco County Tax Collector	Deposit	2,735.22		1,086,192.87
12/20/2019	709820DD	Dustin J. Smith	12/2-12/15 - P/R		903.92	1,085,288.95
12/20/2019	709819DD	Gary L. Kubler	12/2-12/15 - P/R		1,203.02	1,084,085.93
12/20/2019	ACH122019	Innovative Employer Solutions	Payroll - 12/2-12/15		619.96	1,083,465.97
12/23/2019	ACH122319.1	Pasco County Utilities Services Branch	10/21-11/20 - Ayshire Boulevard		24.80	1,083,441.17
12/23/2019	ACH122319.2	Pasco County Utilities Services Branch	10/21-11/20 - Ballantrae & Mentore		406.25	1,083,034.92
12/23/2019	ACH122319.3	Duke Energy	10/29-11/27 - 2500 Ballantrae Blvd Lite Entrance		160.37	1,082,874.55
12/23/2019	ACH122319.4	Duke Energy	10/29-11/27 - 3643 Duke Firth St Irr		13.86	1,082,860.69
12/23/2019	ACH122319.5	Duke Energy	10/29-11/27 - 17600 Stinchar Dr Entry Tower		140.33	1,082,720.36
12/23/2019	ACH122319.6	Duke Energy	10/29-11/27 - 3351 Downman Point Dr Well		52.06	1,082,668.30
12/23/2019	ACH122319.7	Duke Energy	10/29-11/27 - 2131 Ballantrae Blvd Irr - 3633 Duke Firth St Entry Lite		26.18	1,082,642.12
12/23/2019	ACH122319.8	Duke Energy	10/29-11/27 - 17700 Glenapp Dr. Entry Tower		24.08	1,082,618.04
12/23/2019	ACH122319.9	Duke Energy	10/29-11/27 - 17650 Ayshire Blvd Entry Tower		20.16	1,082,597.88
12/23/2019	ACH122319.10	Duke Energy	10/29-11/27 - 2131 Ballantrae Blvd Irr		13.61	1,082,584.27
12/23/2019	ACH122319.11	Duke Energy	10/29-11/27 - 2131 Ballantrae Blvd Irr - 17626 Glenapp Dr Irr		95.07	1,082,489.20
12/26/2019	ACH122619	Duke Energy	10/31-12/02 - 3351 Downman Point Dr Well		8,510.41	1,073,978.79
12/29/2019	ACH122919	Bright House Networks	12/12-1/11 - Internet/Phone		349.94	1,073,628.85
12/30/2019	2028	Ballantrae CDD.	Emergency Reserve Transfer		20,000.00	1,053,628.85
12/30/2019	2029	Ballantrae CDD.	Asset Reserve Transfer		46,600.00	1,007,028.85
12/31/2019	2031	Straley Robin Vericker	Legal Services 12/15/19		1,050.00	1,005,978.85
12/31/2019	2032	Tropicare Termite and Pest Control	Pest Control - Dec		40.00	1,005,938.85
12/31/2019	2033	Yellowstone Landscape Professionals	Winter Annuals		3,614.59	1,002,324.26
12/31/2019	2034	Angela Clifton Photography	Photography		1,000.00	1,001,324.26
12/31/2019		EOM Balance Hancock Bank		1,132,904.34	632,877.83	1,001,324.26

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Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
01/01/2020	2027	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - January		4,433.00	996,891.26
01/01/2020	2030	American Ecosystems, Inc.	Lake & Pond Maint		3,588.00	993,303.26
01/03/2020	713961DD	Dustin J Smith	12/16-12/29 - P/R		1,320.21	991,983.05
01/03/2020	713960DD	Gary L. Kubler	12/16-12/29 - P/R		1,568.50	990,414.55
01/03/2020	ACH010320	Innovative Employer Solutions	Payroll - 12/16-12/29		870.97	989,543.58
01/06/2020	2035	DCSI, Inc	Basketball court reader cover		71.49	989,472.09
01/06/2020	2036	DLTD Solutions Inc.	Admin Fee - 11/2,3, 12/28,29		160.00	989,312.09
01/06/2020	2037	Suncoast Rust Control, Inc	Rust Prevention - Dec		865.00	988,447.09
01/06/2020	2038	TCASS	Security - 11/2,3, 12/28,29		800.00	987,647.09
01/10/2020		Pasco County Tax Collector	Deposit	15,169.17		1,002,816.26
01/17/2020	717805DD	Dustin J Smith	12/30-1/12 - P/R		988.98	1,001,827.28
01/17/2020	717804DD	Gary L. Kubler	12/30-1/12 - P/R		1,203.62	1,000,623.66
01/17/2020	ACH011720	Innovative Employer Solutions	Payroll - 12/30-1/12		665.01	999,958.65
01/17/2020	717611DD	Cecilio A. Thomas Jr.	BOS Mtg. - 12/18		200.00	999,758.65
01/17/2020	27	Christopher Milano	BOS Mtg. - 12/18		200.00	999,558.65
01/17/2020	ACH011720	Innovative Employer Solutions	12/18/19 - BOS Mtg		49.00	999,509.65
01/17/2020	717610DD	James Plateau	BOS Mtg. - 12/18		200.00	999,309.65
01/17/2020	26	Richard Levy	BOS Mtg. - 12/18		200.00	999,109.65
01/17/2020	717609DD	Stephen Bobick	BOS Mtg. - 12/18		200.00	998,909.65
01/21/2020	2039	Poolsure	Pool Maint - January		520.74	998,388.91
01/21/2020	ACH12120	Duke Energy	Electricity		11,294.28	987,094.63
01/23/2020	2040	Florida Dept of Revenue	4th Qtr 2019 Sales Tax		120.26	986,974.37
01/27/2020	ACH012720	Pasco County Utilities Services Branch	11/20-12/19 - Ballentrae & Mentore		309.78	986,664.59
01/27/2020	ACH012720.2	Pasco County Utilities Services Branch	11/20-12/19 - Ayrshire Boulevard		27.83	986,636.76
01/31/2020	ACH1312020	Innovative Employer Solutions	Payroll as of 1/27/2020		3,193.34	983,443.42
01/31/2020		EOM Balance Hancock Bank		15,169.17	33,050.01	983,443.42
02/03/2020	ACH20320	Bright House Networks	01/12/20-02/11/20 - Internet/Phone - 17611 Mentmore Blvd		349.94	983,393.48
02/04/2020	2042	American Ecosystems, Inc.	Lake & Pond Maint.		3,588.00	979,805.48
02/04/2020	2043	DLTD Solutions Inc.	Security/Traffic Control		1,830.00	977,975.48
02/04/2020	2045	Poolsure	Pool Maint - February		520.74	977,454.74
02/04/2020	2046	Stantec Consulting Services, Inc.	Engineering Svcs thru 12/27/19		1,290.00	976,164.74
02/04/2020	2047	Suncoast Rust Control, Inc	Rust Prevention - Jan		865.00	975,299.74
02/04/2020	2048	Tropicare Termite and Pest Control	Pest Control - Jan		40.00	975,259.74
02/04/2020	2049	Yellowstone Landscape Professionals	Landscape Maint - Feb		12,019.25	963,240.49
02/10/2020		Pasco County Tax Collector	Deposit	11,184.40		974,424.89
02/11/2020		Pasco County Tax Collector	Deposit	22,563.96		996,988.85
02/14/2020	726598DD	Dustin J Smith	1/27- 2/9 - P/R		1,236.19	995,752.66
02/14/2020	726597DD	Gary L. Kubler	1/27- 2/9 - P/R		1,595.79	994,156.87
02/14/2020	021420ACH	Innovative Employer Solutions	1/27- 2/9 - P/R		841.73	993,315.14
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 3351 Downan Point Dr Well		31.91	993,283.23
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17650 Ayshire Blvd Entry Tower		22.36	993,260.87
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17600 Stinchar Dr Entry Tower		95.55	993,165.32
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 3643 Duke Firth St Irr		14.88	993,150.44
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 2800 Ballentrae Blvd Pump Pond		1,037.59	992,112.85
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17700 Glenapp Dr. Entry Tower		21.64	992,091.21
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 2131 Ballantrea Blvd Irr - 3633 Duke Firth St Entry Lite		26.30	992,064.91
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17611 Mentmore Blvd Rec Bldg		949.85	991,115.06
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17524 Hugh Ln		226.15	990,888.91
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 2500 Ballantrea Blvd Lite Entrance		172.59	990,716.32
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 17626 Glenapp Dr Irr		85.90	990,630.42
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 3542 Ballantrea Blvd Well Pump		90.24	990,540.18
02/19/2020	021920ACH	Duke Energy	1/2-02/03 17835 State Rd 54		8,415.64	982,124.54
02/19/2020	021920ACH	Duke Energy	12/27-1/28 - 2131 Ballantrea Blvd Irr		172.35	981,952.19
02/24/2020	2052	Ballantrea CDD.	DC Trsr Feb 2020		2,000.00	979,952.19
02/24/2020	2058	Pasco County Utilities Services Branch	12/19 - 01/17 - Ballentrae & Mentore paid twice		457.36	979,494.83
02/26/2020	2054	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - February		4,433.00	975,061.83
02/26/2020	ACH022620	Pasco County Utilities Services Branch	Water		457.36	974,604.47
02/28/2020	733069DD	Dustin J Smith	1/27- 2/9 - P/R		865.27	973,739.20
02/28/2020	730268DD	Gary L. Kubler	1/27- 2/9 - P/R		1,203.63	972,535.57
02/28/2020	022820ACH	Innovative Employer Solutions	2/10 - 2/23 P/R		669.04	971,866.53
02/29/2020		EOM Balance Hancock Bank		33,748.36	45,625.25	971,866.53
03/01/2020	2053	American Ecosystems, Inc.	Lake & Pond Maint. - March		3,588.00	968,278.53
03/01/2020	2051	Poolsure	Pool Maint -March		520.74	967,757.79
03/01/2020	ACH 3/1	Bright House Networks	2/12 - 3/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	967,405.85
03/03/2020	2062	Straley Robin Vericker	Legal Services through 2/15/20		105.00	967,300.85
03/03/2020	2063	Tropicare Termite and Pest Control	Pest Control - Feb		40.00	967,260.85
03/04/2020	2064	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - March		4,433.00	962,827.85
03/04/2020	032520ACH	Pasco County Utilities Services Branch	1/17 - 2/18 - Ayrshire Boulevard		3.58	962,824.27
03/06/2020	732490DD	Cecilio A. Thomas Jr.	BOS Mtg. - 2/26		200.00	962,624.27
03/06/2020	030620ACH	Innovative Employer Solutions	BOS Mtg. - 2/26		59.00	962,565.27
03/06/2020	732489DD	James Plateau	BOS Mtg. - 2/26		200.00	962,365.27
03/06/2020	732488DD	Stephen Bobick	BOS Mtg. - 2/26		200.00	962,165.27
03/06/2020	30	Christopher Milano	BOS Mtg. - 2/26		200.00	961,965.27
03/06/2020	29	Richard Levy	BOS Mtg. - 2/26		200.00	961,765.27
03/10/2020	2065	Ballantrea CDD C/O US Bank	Tax Dist. Dec-Jan 20		37,327.51	924,437.76
03/11/2020	2066	DCSI, Inc	Repaired cable and flex to mag lock		210.00	924,227.76
03/11/2020	2067	Pasco County Utilities Services Branch	1/17 - 2/18 Ballentrae & Mentore		26.38	924,201.38
03/11/2020	2068	Stantec Consulting Services, Inc.	Engineering Svcs thru 2/21/20		2,462.00	921,739.38
03/11/2020	2069	Yellowstone Landscape Professionals	Landscape Maint - March		12,019.25	909,720.13
03/13/2020		Deposit	Rental Income	680.00		910,400.13
03/13/2020	735804DD	Dustin J Smith	2/24/-3/8 P/R		904.96	909,495.17
03/13/2020	03132020ACH	Innovative Employer Solutions	2/24/-3/8 P/R		273.22	909,221.95
03/13/2020	734441DD	Dustin J Smith	2/24 - 3/8 - healthcare & Phone		373.23	908,848.72
03/13/2020	734440DD	Gary L. Kubler	2/24/-3/8 P/R		1,534.86	907,313.86
03/13/2020	03132020ACH	Innovative Employer Solutions	2/24 - 3/8 -P/R		549.21	906,764.65
03/19/2020	2070	DLTD Solutions Inc.	Admin Fee - 1,2,8,9,15,16,22,23,29, 2020		400.00	906,364.65
03/19/2020	2071	Yellowstone Landscape Professionals	Repairs		5,938.01	900,426.64
03/20/2020	032020ACH	Duke Energy	1/28 - 2/27 - 17611 Mentmore Blvd Rec Bldg		881.06	899,545.58

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03/20/2020	032020ACH	Duke Energy	1/28 - 2/27 - 17524 Hugh Ln		211.81	899,333.77
03/20/2020	032020ACH	Duke Energy	1/28 - 2/18 2800 Ballentrae Blvd Pump Pond		1,008.58	898,325.19
03/20/2020	032020ACH	Duke Energy	1/28 - 2/27 - 3542 Ballantrae Blvd Well Pump		80.46	898,244.73
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28- 17600 Stinchar Dr Entry Tower		72.95	898,171.78
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28 - 3351 Downan Point Dr Well		34.55	898,137.23
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28- 17650 Ayshire Blvd Entry Tower		26.16	898,111.07
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28- 2131 Ballantrae Blvd Irr - 3633 Duke Firth St Entry Lite		21.93	898,089.14
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28 - 2500 Ballantrae Blvd Lite Entrance		130.01	897,959.13
03/23/2020	032320ACH	Duke Energy	12/27-1/28 - 17600 Stinchar Dr Entry Tower		14.90	897,944.23
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28- 17650 Ayshire Blvd Entry Tower		22.66	897,921.57
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28 - 2131 Ballantrae Blvd Irr		184.32	897,737.25
03/23/2020	032320ACH	Duke Energy	1/28 - 2/28 - 17626 Glenapp Dr Irr		114.11	897,623.14
03/23/2020	2072	Ballantrae CDD.	Emergency Reserve Transfer	20,000.00		877,623.14
03/25/2020	032520ACH	Duke Energy	1/31 - 2/21 17835 State Rd 54	8,474.22		869,148.92
03/27/2020	738662DD	Anthony Vadalabene	3/9 - 3/22 - Pool Monitor		443.28	868,705.64
03/27/2020	738661DD	Dustin J Smith	3/9 - 3/22 P/R		904.95	867,800.69
03/27/2020	03272020ACH	Innovative Employer Solutions	3/9 - 3/22 - P/R		500.19	867,300.50
03/27/2020	738659DD	Kristy R. Kirk	3/9 - 3/22 - Pool Monitor		443.28	866,857.22
03/27/2020	738660DD	Michael Obanion	3/9 - 3/22 P/R		442.45	866,414.77
03/27/2020	03272020DD	Gary L. Kubler	3/9 - 3/22 - P/R		1,203.63	865,211.14
03/27/2020	03272020ACH	Innovative Employer Solutions	3/9 - 3/22 - P/R		397.69	864,813.45
03/30/2020	2075	Bright House Networks	3/12 - 4/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	864,461.51
03/30/2020	2076	DCSI, Inc	card printer not prining		105.00	864,356.51
03/30/2020	2077	Express Press	News Letter		1,822.84	862,533.67
03/30/2020	2078	Poolsure	Pool Maint - April		867.90	861,665.77
03/30/2020	2079	Suncoast Rust Control, Inc	Rust Prevention - March		865.00	860,800.77
03/30/2020	2080	Tropicare Termite and Pest Control	Pest Control - March		40.00	860,760.77
03/30/2020	2081	Yellowstone Landscape Professionals	2020 Spring Annual Rotation	3,561.48		857,199.29
03/31/2020	2082	Jesus D. Lopez	Jan 26, Feb 1,2,8,9,15,16,22,23,29, 2020		2,000.00	855,199.29
03/31/2020	EOM Balance Hancock Bank			680.00	117,347.24	855,199.29
04/01/2020	2073	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - April		4,433.00	850,766.29
04/01/2020	2074	American Ecosystems, Inc.	Lake & Pond Maint. - Apr		3,588.00	847,178.29
04/01/2020	ACH040120	Bright House Networks	3/12 - 4/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	846,826.35
04/03/2020	04032020ACH	Michael Obanion	3/9 - 3/22 P/R		74.47	846,751.88
04/06/2020		Pasco County Tax Collector	Deposit	24,397.26		871,149.14
04/06/2020		Pasco County Tax Collector	Deposit	9.89		871,159.03
04/07/2020		Deposit	Rental Income	501.30		871,660.33
04/07/2020	2083	DLTD Solutions Inc.	Admin Fee - 1,7,8,14,15,21,22,29, 2020		320.00	871,340.33
04/07/2020	2084	Gary L. Kubler	3/2, 3/10, 3/13 mileage reimbursement		33.87	871,306.46
04/07/2020	2085	Jesus D. Lopez	March 1,7,8,14,15 2020		1,200.00	870,106.46
04/07/2020	2086	Stantec Consulting Services, Inc.	Engineering Svcs thru 2321/20		8,803.90	861,302.56
04/07/2020	2087	Stephen Glen Dachs	March 21,22,29 2020		720.00	860,582.56
04/07/2020	2088	Straley Robin Vericker	Legal Services through 3/15/20		2,290.72	858,291.84
04/07/2020	2089	Tropicare Termite and Pest Control	Pest Control		475.00	857,816.84
04/07/2020	2090	Yellowstone Landscape Professionals	Ayshire - new well		12,737.76	845,079.08
04/10/2020	722493DD	Gary L. Kubler	3/23 - 4/5 - P/R		1,534.86	843,544.22
04/10/2020	742494DD	Dustin J Smith	3/23 - 4/5 - P/R		1,236.20	842,308.02
04/10/2020	04202020ACH	Innovative Employer Solutions	3/23 - 4/5 - P/R		809.37	841,498.65
04/13/2020	04132020ACH	Innovative Employer Solutions	3/9 - 3/22 - P/R		22.90	841,475.75
04/15/2020	2091	DCSI, Inc	Monument Camera Installation - Remaining balance		11,994.50	829,481.25
04/15/2020	2092	Suncoast Rust Control, Inc	Rust Prevention - April		865.00	828,616.25
04/15/2020	2093	Yellowstone Landscape Professionals	Landscape Maint. - Jan		12,525.13	816,091.12
04/16/2020	2094	Ballantrae CDD C/O US Bank	Tax Collection Distribution c/o US Bank		11,889.54	804,201.58
04/20/2020	04202020ACH	Pasco County Utilities Services Branch	2/18 - 3/18 Ballentrae & Mentore		432.12	803,769.46
04/20/2020	042020ACH	Pasco County Utilities Services Branch	2/16 - 3/16 - Ayshire Boulevard		25.29	803,744.17
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30- 17650 Ayshire Blvd Entry Tower		27.66	803,716.51
04/21/2020	04212020ACH	Duke Energy	2/27- 3/30- 17524 Hugh Ln		215.58	803,500.93
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 - 2131 Ballantrae Blvd Irr - 3633 Duke Firth St Entry Lite		21.44	803,479.49
04/21/2020	04212020ACH	Duke Energy	2/27- 3/30 - 17611 Mentmore Blvd Rec Bldg		979.20	802,500.29
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 2500 Ballantrae Blvd Lite Entrance		105.22	802,395.07
04/21/2020	04212020ACH	Duke Energy	2/28- -3/30 17600 Stinchar Dr Entry Tower		62.31	802,332.76
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 3351 Downan Point Dr Well		27.41	802,305.35
04/21/2020	04212020ACH	Duke Energy	2/27 - 3/30 2800 Ballentrae Blvd Pump Pond		1,072.39	801,232.96
04/21/2020	04212020ACH	Duke Energy	2/27 - 3/30 - 3542 Ballantrae Blvd Well Pump		77.61	801,155.35
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 - 2131 Ballantrae Blvd Irr		146.77	801,008.58
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 17650 Ayshire Blvd Entry Tower		22.65	800,985.93
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30 - 17626 Glenapp Dr Irr		131.96	800,853.97
04/21/2020	04212020ACH	Duke Energy	2/28 - 3/30- 17600 Stinchar Dr Entry Tower		14.98	800,838.99
04/21/2020	2095	Bright House Networks	4/12 - 5/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	800,487.05
04/21/2020	2096	DCSI, Inc	Access/Gate		448.99	800,038.06
04/21/2020	2097	Yellowstone Landscape Professionals	Ground wire Replacement		681.50	799,356.56
04/24/2020	042420ACH	Duke Energy	3/3 - 4/2 17835 State Rd 54	8,476.57		790,879.99
04/24/2020	042420DD	Gary L. Kubler	4/6 - 4/19 - P/R		1,203.62	789,676.37
04/24/2020	042420DD	Dustin J Smith	4/6 - 4/19 - P/R		904.96	788,771.41
04/24/2020	042420ACH	Innovative Employer Solutions	4/6 - 4/19 - P/R		618.33	788,153.08
04/27/2020	042720ACH	Bright House Networks	4/12 - 5/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	787,801.14
04/28/2020	2098	Straley Robin Vericker	Legal Services through 4/15/20		1,487.50	786,313.64
04/30/2020	EOM Balance Hancock Bank			24,908.45	93,794.10	786,313.64

EXHIBIT 14



April 16, 2020

Patricia Comings-Thibault
DP&F Group
15310 Amberly Drive Suite 175
Tampa FL 33647

Dear Ms. Comings-Thibault:

Pursuant to Florida Statute, the following voter registration statistics are provided for their respective community development districts as of April 15, 2020.

- | | |
|--|-------|
| • Ballantrae Community Development District | 1,702 |
| • LakeShore Ranch Community Development District | 1,199 |

As always, please call me if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Alligood", with a long, sweeping horizontal line extending to the right.

Tiffannie A. Alligood
Chief Administrative Officer

EXHIBIT 15

**Ballantrae Community Development District
\$7,970,000 Capital Improvement Revenue
Refunding Bonds, Series 2015
Installment Date Computation**

For the period March 18, 2015 through March 18, 2020

GNP Services, CPA, PA

www.gnpcpas.com

904-278-8980

630 Kingsley Avenue
Orange Park, FL 32073

P.O. Box 1179
Orange Park, FL 32067-1179

May 15, 2020

Ms. Patricia Comings-Thibault, MACC, Treasurer
DPFG Management and Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746

RE: Installment Date Computation

Dear Ms. Comings-Thibault:

GNP Services, CPA, PA has been requested to compute the Rebatable Arbitrage Liability with respect to the Ballantrae Community Development District \$7,970,000 Capital Improvement Revenue Refunding Bonds, Series 2015. All computations included herein are mathematically accurate and have been performed in accordance with the Code. All capitalized terms are defined in the attached report.

- There is no Rebatable Arbitrage Liability or Yield Reduction Payment Amount for the Cumulative Computation Period. Accordingly, there is no amount due to the U.S. Government as of the Current Installment Computation Date.
- The next Installment Computation Date is March 18, 2025.

Please see attached supporting schedules for further details. If you have questions regarding this report, or any other concerns, please call (904) 278-8980.

Very truly yours,



GNP Services, CPA, PA

Enclosure

cc: Mr. James Audette, U.S. Bank Global Corporate Trust

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Definitions

Arbitrage Yield - The semiannual discount rate at which the present value of payments of principal and interest equals the par amount of the bonds adjusted as follows: if applicable, plus accrued interest and original issue premium, and less original issue discount, cost of credit enhancement and/or reserve surety.

Bona Fide Debt Service Fund - A fund that is used primarily to achieve a proper matching of revenues with principal and interest payments within each bond year and that may be excluded from the Rebatable Arbitrage Liability computation if the requirements specified in the Code for the Bona Fide Debt Service Fund exemption are met.

Bond Documents - Tax Compliance Certificate and IRS Form 8038-G executed as of the Issue Date and information regarding the investment and expenditures of gross proceeds. Nothing has come to our attention that has led us to conclude that any of the information included in these documents has been affected by events or circumstances occurring after their respective dates.

Bonds - Ballantrae Community Development District \$7,970,000 Capital Improvement Revenue Refunding Bonds, Series 2015

Code - Section 148(f) of the Internal Revenue Code of 1986 and existing applicable Treasury Regulations

Cumulative Computation Period - The period beginning on the Issue Date and ending on the Current Installment Computation Date

Cumulative Rebatable Arbitrage Liability - The Rebatable Arbitrage Liability for the Cumulative Computation Period

Current Computation Period - The period beginning on March 18, 2019 and ending on the Current Installment Computation Date

Current Installment Computation Date - March 18, 2020

Debt Service Funds - The Revenue, Redemption Prepayment, Interest and Sinking Funds

Installment Computation Dates - Any date not later than the fifth anniversary of the Issue Date of the Bonds and each subsequent fifth year thereafter. For the Bonds, the Installment Computation Dates are March 18, 2020 and each subsequent fifth March 18 thereafter.

Issue Date - March 18, 2015

Issuer - Ballantrae Community Development District

Rebatable Arbitrage Liability - The excess of receipts over payments calculated in accordance with the Code

Rebatable Arbitrage Liability Payment Due Date - The date that is no later than sixty days past each Installment Computation Date

Refunded Bonds - The Issuer's Capital Improvement Revenue Bonds, Series 2004

Yield Reduction Payment Amount - The payment amount made to the federal government in order to reduce the yield on investment of Bond proceeds to meet yield restriction requirements under the Code

Summary of Bond Document Representations and Related Conclusions

Representations

- The Bond Documents state the following:
 - The Bonds were issued on March 18, 2015.
 - The Reserve Fund is "reasonably required" in accordance with the Code.
 - The Debt Service Funds are expected to meet the requirements of a Bona Fide Debt Service Fund.
 - Sale proceeds in the amount of \$7,481,423.58 will be used on May 1, 2015, along with proceeds and replacement proceeds of the Refunded Bonds to retire the Refunded Bonds.
 - The Arbitrage Yield is 3.530035%.
 - The Bonds were issued for the purpose of currently refunding the Refunded Bonds and paying issuance costs.

Related Conclusions

- We have concluded the following:
 - The Bonds are subject to the 1993 Regulations. New regulations or rulings that apply to the Bonds may be enacted. If so, it should be determined that the computation of the Rebatable Arbitrage Liability complies with any applicable changes.
 - The next Rebatable Arbitrage Liability Payment Due Date is May 17, 2025, assuming an Installment Computation Date of March 18, 2025.

- The Reserve Fund may be invested at an unrestricted yield.
- The Debt Service Funds have been appropriately excluded from the Rebatable Arbitrage Liability computation because they met the Bona Fide Debt Service Fund exemption requirements.
- The proceeds and replacement proceeds of the Refunded Bonds were held uninvested in the Escrow Fund until applied to redeem the Bonds on May 1, 2015.

Assumptions

- Certain Bond documents, financial records and other materials relevant to the computation of the Rebatable Arbitrage Liability have been provided to us by various parties. Nothing has come to our attention to lead us to conclude that any of the information provided includes errors or omissions; therefore we have assumed that all information included in the materials provided to us is accurate and complete.
- We have assumed that all transaction activity provided to us is includable in the computation of the Rebatable Arbitrage Liability under the Code.
- We have assumed the financial schedules and information provided with respect to the proceeds is accurate in all respects, including dates and amounts of the cash flow transactions. We further assumed that a current cash outlay occurred no later than 5 banking days after the date on which the allocation of gross proceeds to an expenditure was made.

Sources and Uses

Sources

Principal	\$ 7,970,000.00
Total	\$ 7,970,000.00

Uses

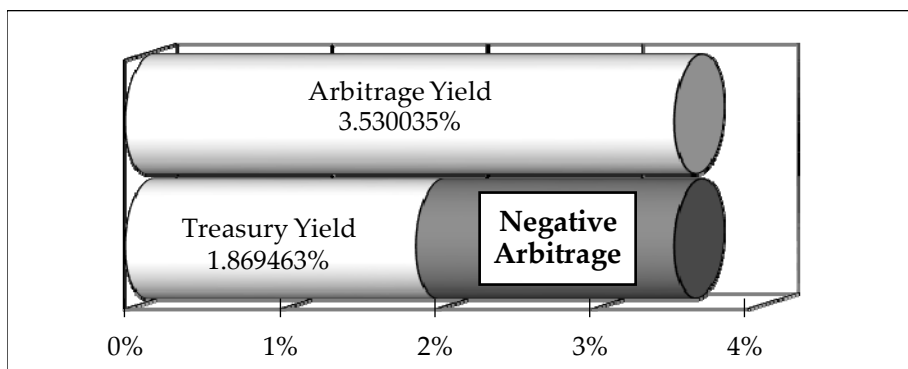
Escrow Fund	\$ 7,481,423.58
Reserve Fund	223,109.43
Issuance Costs	265,466.99
Total	\$ 7,970,000.00

Conclusions

Arbitrage Yield/Investment Yield Comparison

The Arbitrage Yield is stated in the Bond Documents to be 3.530035%. The Bond Documents further state that the computation of the Arbitrage Yield is based on a year of 360 days comprised of twelve 30-day months with interest compounding semi-annually.

The yield on the First American Treasury Obligations (the “Treasury Yield”) is calculated to be 1.869463% as shown on Schedule A. The Treasury Yield is based on a year of 360 days comprised of twelve 30-day months with interest compounding semi-annually.



Rebatable Arbitrage Liability Expectation

The Treasury Yield on the Gross Proceeds that are subject to the Rebatable Arbitrage Liability computation was less than the Arbitrage Yield during the Current Computation Period, as shown above. This results in an expectation of negative Rebatable Arbitrage Liability with respect to those Gross Proceeds as shown on Schedule A. The results are in accordance with expectations.

Rebatable Arbitrage Liability

The Rebatable Arbitrage Liability computation results in a Cumulative Rebatable Arbitrage Liability in the negative amount of \$(48,791.81). Therefore no payment is due as of the Current Installment Computation Date.

Record Keeping Requirements

Records evidencing the transaction data used to calculate arbitrage rebate and yield restriction amounts must be maintained until three years after the last outstanding bond of the issue is redeemed. This report, and documentation we maintain in our files, cannot be relied upon to meet the record retention requirement.

SYNOPSIS OF COMPUTATION RESULTS

As of the Current Installment Computation Date
18-Mar-20

Ballantrae Community Development District
\$7,970,000 Capital Improvement Revenue
Refunding Bonds, Series 2015

Current Computation Period	
Reserve Fund	\$ (3,716.62)
Computation Date Credit	(1,760.00)
	<hr/>
Current Computation Period Total Rebatable Arbitrage Liability	\$ (5,476.62)
Cumulative Computation Period	
Current Computation Period Total Rebatable Arbitrage Liability	\$ (5,476.62)
Future Value of Rebatable Arbitrage Liability Reported at 3/18/19	(43,315.19)
	<hr/>
Cumulative Rebatable Arbitrage Liability	\$ (48,791.81)
	<hr/>

Gross Proceeds Subject to Arbitrage Rebate Remaining
As of the Current Installment Computation Date

Reserve Fund	\$ 222,968.38
Debt Service Funds	576,844.96
	<hr/>
Total	\$ 799,813.34

Schedule A
Rebatable Arbitrage Liability Computation
Reserve Fund

Ballantrae Community Development District
\$7,970,000 Capital Improvement Revenue
Refunding Bonds, Series 2015

Issue Date	18-Mar-15	Treasury Yield	1.869463%
Beginning Date	18-Mar-19	Arbitrage Yield	3.530035%
Computation Date	18-Mar-20	Total Earnings	\$ 4,147.48

Date	Receipts	Payments	Earnings	Balance	Future Value at Arbitrage Yield	Present Value at Investment Yield
18-Mar-19	\$ -	\$ (222,968.38)	\$ (220.23)	\$ 222,968.38	\$ (231,136.78)	\$ 223,188.61
01-Apr-19			433.89	222,968.38	448.77	(433.60)
01-May-19			422.24	222,968.38	435.45	(421.30)
03-Jun-19			430.58	222,968.38	442.67	(428.91)
01-Jul-19			408.34	222,968.38	418.67	(406.17)
01-Aug-19			418.62	222,968.38	427.96	(415.75)
03-Sep-19			377.51	222,968.38	384.73	(374.30)
01-Oct-19			359.29	222,968.38	365.17	(355.72)
01-Nov-19			329.04	222,968.38	333.45	(325.27)
02-Dec-19			286.81	222,968.38	289.78	(283.07)
02-Jan-20			284.06	222,968.38	286.17	(279.92)
03-Feb-20			277.42	222,968.38	278.64	(272.94)
02-Mar-20			258.91	222,968.38	259.31	(254.35)
18-Mar-20	222,968.38		81.00	0.00	223,049.38	(218,937.30)
Totals					\$ (3,716.62)	\$ 0.00

EXHIBIT 16



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

May 4, 2020

Ballantrae Community Development District
c/o DPFG Management and Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746

Thank you for choosing LLS Tax Solutions Inc. ("LLS Tax") to provide arbitrage services to Ballantrae Community Development District ("Client") for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- \$7,970,000 Ballantrae Community Development District (Pasco County, Florida) Capital Improvement Revenue Refunding Bonds, Series 2015

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service ("IRS") forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to

certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for services listed above for the four-year bond period beginning March 18, 2016 through the period ended March 17, 2020 is \$2,600, which is \$650 each year. We will bill you upon completion of our services or on a monthly basis. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
Ballantrae Community Development District

By: Linda L. Scott
Linda L. Scott, CPA

By: _____
Print Name _____
Title _____
Date: _____

EXHIBIT 17



Ballantrae CDD

Aquatic Maintenance Proposal

May 8th, 2020

Prepared for:

Ballantrae CDD

Patricia Comings-Thibault, District Manager

250 International Parkway, Suite #280 Lake Mary FL 32746



Prepared by:

Mr. Joe Hamilton, Owner/Operator

Steadfast Environmental, LLC

30435 Commerce Dr. Suite 102

San Antonio, FL 33576

(813) 610-3927 Mobile

joe@steadfastenv.com.com • www.steadfastenv.com/home

May 8th, 2020

Ballantrae CDD

Patricia Comings-Thibault, District Manager

250 International Parkway, Suite #280 Lake Mary FL 32746

Dear Patricia,

We greatly appreciate the opportunity to bid on this project for you. Attached is the Agreement for waterway services at Ballantrae CDD.

Our range of aquatic services are listed below;

- Long lasting results based off applied herbicide techniques
- Superior buffering and littoral maintenance
- Exceptional physical removal of nuisance and invasive vegetation.
- Planting of native beneficial vegetation.
- Conservation Cutback Services.
- Pond dye application.
- Stocking of Triploid grass carp for submersed aquatic plant species control.

We pride ourselves on providing the highest level of service in the industry and look forward to the opportunity of exceeding your expectations!

Respectfully yours,

Steadfast Environmental, LLC.

Signature

A handwritten signature in cursive script that reads "Joseph Hamilton".

Joseph C. Hamilton, Owner/Operator

Monthly Maintenance Program:

Program to consist of: (Areas #1-37 as indicated on attached map) Area to be serviced measures 39,434 LF

- Monthly herbicide treatment of invasive and exotic vegetation.
- Inspections of outflow structures.
- Removal of normal size trash and debris items.
- Pond dye applications (If desirable).

Occurrence: 2 events/month

Annual Cost: \$34,621.80


(\$2,885.15 per month)

Special services can also be provided outside of the routine monthly maintenance at the Boards request. These will be proposed on separate estimates outside of the monthly maintenance service agreement.

Special Services Include:

- Physical & Mechanical Removals of invasive and exotic vegetation.
- Planting of native and desirable, low lying aquatic vegetation.
- Triploid Grass Carp stocking for submersed aquatic vegetation.
- Aluminum Sulfate Applications to better control algae.
- Bush hogging & Conservation/Woodline Cutbacks.

Thank you for reaching out with interest in our services! We look forward to building a long term, professional relationship.


Joseph Hamilton, Owner/Operator.

Ballantrae CDD Rep.



EXHIBIT 18

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Ballantrae Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: July 29, 2020
HOUR: 6:30 p.m.
LOCATION*: Ballantrae Community Center
17611 Mentmore Blvd.
Lane O'Lakes, FL

**Please note that pursuant to Governor DeSantis' Executive Order 20-69 (as it may be extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District's website for the latest information: <http://www.ballantraecdd.org>.*

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the Proposed Budget on the District's website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 27, 2020.

Attest:

**Ballantrae Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

James Flateau
Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2020/2021

BALLANTRAE CDD - STATEMENT 1
FY 2021 PROPOSED BUDGET
GENERAL FUND (O&M)

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 AMENDED	FY 2020 YTD - MAR	FY 2021 PROPOSED	VARIANCE 2019-2020
O&M REVENUES:										
LANDOWNER ASSESSMENTS (NET)	\$ 914,879	\$ 912,049	\$ 1,031,399	\$ 1,028,461	\$ 1,027,603	\$ 1,030,626	\$ 1,024,660	\$ 993,931	\$ 1,024,660	\$ -
EXCESS FEES CARRYFORWARD PREVIOUS YEARS			2,791	1,822	-	3,758	2,812	-	2,812	-
CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	-	-	-	-	-	249,323	187,919	-	175,000	(12,919)
OTHER INCOME	7,912	7,411	9,272	10,042	4,647	10,788	-	6,944	-	-
TRANSFER IN FROM RESERVE FUND						202,547	-	-	-	-
O&M TOTAL REVENUES:	922,791	919,460	1,043,462	1,040,325	1,032,250	1,497,042	1,215,391	1,000,875	1,202,472	(12,919)
O&M ADMINISTRATIVE EXPENDITURES:										
BOARD OF SUPERVISORS										
SUPERVISOR STIPENDS	10,675	11,600	15,000	10,400	14,000	13,200	14,000	4,800	14,000	-
NEWSLETTER - PRINT & MAILING	965	1,291	1,612	3,618	6,840	7,593	10,000	4,669	10,000	-
WEBSITE SERVER & NAME	-	-	168	686	179	794	880	1,761	1,650	770
PUBLIC OFFICIALS LIABILITY INSURANCE	5,369	2,500	2,658	2,500	2,500	2,500	2,625	2,563	3,369	744
MANAGEMENT SERVICES										
ADMINISTRATIVE SERVICES	5,000	5,000	2,938	-	-	-	-	-	-	-
DISTRICT MANAGEMENT	30,000	30,000	34,908	43,950	53,196	53,196	53,200	26,598	58,500	5,300
FINANCIAL CONSULTING SERVICES	5,000	5,000	10,121	-	-	-	-	-	-	-
ACCOUNTING SERVICES	15,000	15,000	5,439	-	-	-	-	-	-	-
ENGINEERING & LEGAL SERVICES										
DISTRICT ENGINEER	29,985	11,637	15,949	14,775	1,400	5,177	18,000	5,492	18,000	-
DISTRICT COUNSEL	16,220	15,745	37,433	12,113	12,539	10,084	17,300	5,781	17,300	-
ADMINISTRATIVE: OTHER										
ANNUAL FINANCIAL AUDIT	3,200	3,400	3,600	3,500	4,455	3,700	3,700	-	3,800	100
DISCLOSURE REPORT	1,100	1,000	-	-	-	-	1,000	-	-	(1,000)
TRUSTEES FEES	3,771	2,200	3,771	3,771	3,771	3,771	3,772	-	3,772	-
PROPERTY APPRAISER FEE	150	150	150	150	150	150	150	-	150	-
LEGAL ADVERTISING	1,133	953	2,033	645	476	1,055	750	370	750	-
ARBITRAGE REBATE CALCULATION	650	650	650	-	1,750	500	650	-	650	-
DUES, LICENSES AND FEES	1,088	1,057	225	609	648	193	1,200	175	1,200	-
COMPLIANCE WITH ADA	-	-	-	-	-	-	2,480	-	2,480	-
ADMINISTRATIVE CONTINGENCY	-	-	685	-	1,072	4,675	5,000	432	5,000	-
O&M ADMINISTRATIVE TOTAL:	129,306	107,183	137,340	96,717	102,976	106,588	134,707	52,640	140,621	5,914
INSURANCE										
GERNERAL LIABILITY	6,856	5,724	5,000	10,449	3,388	3,414	3,032	2,960	3,256	224
PROPERTY CASUALTY	4,188	5,354	3,519	-	8,826	12,986	14,188	13,905	14,746	558
INSURANCE TOTAL	11,044	11,078	8,519	10,449	12,214	16,400	17,220	16,865	18,002	782
UTILITY SERVICES										
ELECTRIC UTILITY SERVICES	20,920	20,221	20,651	22,580	20,712	21,975	23,000	9,469	23,000	-
ELECTRIC UTILITY - RECREATION FACILITIES	14,543	14,591	12,302	10,345	11,836	12,680	15,500	4,750	15,000	(500)
ELECTRIC STREET LIGHTING	102,180	102,449	100,576	99,289	102,389	110,052	103,500	42,326	103,500	-
UTILITY - WATER - CLUBHOUSE & POOLS	7,484	8,610	13,527	12,947	8,552	8,133	14,000	1,983	14,000	-
STORMWATER ASSESSMENT	911	866	1,105	1,128	1,751	1,751	2,200	-	2,200	-
UTILITY SERVICES SUBTOTAL	146,038	146,737	148,161	146,289	145,240	154,591	158,200	58,528	157,700	(500)
LAKES/PONDS & LANDSCAPE										
LAKES/PONDS: CONTRACTS										
AQUATIC CONTRACT	22,800	22,800	22,800	22,800	22,800	22,800	22,800	11,400	22,800	-
WETLAND BUFFER SPRAY CONTRACT	-	-	-	-	-	-	14,400	-	14,400	-
LAKES/PONDS: OTHER										
FOUNTAIN REPAIRS & MAINTNANCE	-	7,591	905	1,249	7,290	765	3,000	11	3,000	-
MITIGATION AREAS: MONITOR & MAINTAIN	1,570	-	-	-	-	-	1,500	-	1,500	-
LAKE/POND REPAIRS	8,850	2,400	15,150	-	8,543	5,284	10,000	10,128	10,000	-
INSTALL/REPLACE AQUATIC PLANTS	-	-	4,750	-	7,805	-	5,000	-	5,000	-
LANDSCAPING: CONTRACTS										
LANDSCAPE MAINTENANCE CONTRACT	247,385	174,507	154,246	149,856	144,231	144,231	144,240	72,116	144,240	-
LANDSCAPE - SECONDARY CONTRACTS	-	-	-	-	-	26,030	31,212	-	31,212	-
LANDSCAPE OVERSIGHT/MANAGEMENT	6,000	6,000	-	-	-	-	-	-	-	-
LANDSCAPING: OTHER										
IRRIGATION REPAIRS AND MAINTENANCE	9,313	12,897	9,493	14,424	10,466	12,287	14,000	2,994	14,000	-
REPLACE PLANTS, MULCH & TREES	15,395	25,946	24,567	33,955	48,272	23,643	36,500	11,955	40,000	3,500
SOD & SEED REPLACEMENT	-	400	1,259	1,540	7,784	-	10,000	-	10,000	-
LANDSCAPE ENHANCEMENT	-	-	12,305	-	6,310	-	-	-	-	-
EXTRA MOWINGS DURING RAINY SEASON	-	-	-	-	-	-	5,000	-	5,000	-
RUST PREVENTION FOR IRRIGATION SYSTEM	9,600	10,400	10,185	10,380	10,380	10,380	10,380	4,325	10,380	-
FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	-	-	2,441	13,568	1,560	1,585	13,000	-	13,000	-
LAKES/PONDS & LANDSCAPE TOTAL	320,913	262,941	258,101	247,772	275,441	247,005	321,032	112,928	324,532	3,500
STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS										
STREETS & SIDEWALKS										
ENTRY & WALLS MAINTENANCE	-	350	-	2,118	-	43	2,000	-	2,000	-
STREET/DECORATIVE LIGHT MAINTENANCE	-	-	-	-	-	-	1,000	-	1,000	-
SIDEWALK REPAIR & MAINTENANCE	2,600	-	-	-	1,463	-	1,500	-	1,500	-

BALLANTRAE CDD - STATEMENT 1
FY 2021 PROPOSED BUDGET
GENERAL FUND (O&M)

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 AMENDED	FY 2020 YTD - MAR	FY 2021 PROPOSED	VARIANCE 2019-2020
75 MAINTENANCE STAFF										
76 EMPLOYEE - SALARIES	55,555	70,289	73,503	72,535	78,849	70,338	81,373	34,943	83,890	2,517
77 EMPLOYEE - P/R TAXES	4,437	5,938	8,698	6,343	6,272	9,030	6,978	5,709	7,171	-
78 EMPLOYEE - WORKERS COMP	3,612	3,243	3,300	4,959	610	3,052	3,325	3,322	3,654	329
79 PAYROLL PROCESSING FEES	-	-	820	1,505	1,534	2,137	1,900	913	1,900	-
80 EMPLOYEE- HEALTH & PHONE STIPENDS	4,800	10,000	7,200	7,052	8,000	322	9,600	80	9,600	-
81 MILEAGE	1,267	847	580	556	519	-	1,100	-	1,100	-
82 STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS	72,271	90,667	94,101	95,068	97,247	84,922	108,776	44,966	111,814	2,846
83										
84 CLUBHOUSE & SAFETY & SECURITY										
85 CLUBHOUSE & MISCELLANEOUS										
86 PARK/FIELD REPAIRS	-	2,094	3,365	362	12,657	2,000	7,200	23	7,200	-
87 CLUBHOUSE FACILITY MAINTENANCE	9,598	6,969	2,256	4,672	3,066	3,279	9,000	1,360	9,000	-
88 CLUBHOUSE TELEPHONE/INTERNET/FAX	3,816	3,933	4,028	3,908	4,026	3,626	4,200	2,232	4,200	-
89 MISCELLANEOUS SUPPLIES (INCLUSIVE OF DEBIT CARD)	3,419	2,153	1,031	5,854	1,857	658	3,500	-	3,500	-
90 POOL/FOUNTAIN/SPALSH PAD MAINTENANCE	10,067	10,169	8,163	19,325	10,836	9,112	10,000	3,178	10,000	-
91 POOL PERMITS	-	-	705	705	705	705	750	-	750	-
92 SEASONAL LIGHTING	8,000	9,000	26,200	10,700	19,077	18,238	20,000	9,327	20,000	-
93 PEST CONTROL	-	-	755	955	955	480	520	240	520	-
94 CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-	3,255	-	-	-	-	-	-
95 CLUBHOUSE CLEANING	-	-	-	66	-	-	-	-	-	-
96 CLUBHOUSE MISCELLANEOUS	6,877	10,712	7,297	635	9,795	2,266	7,500	295	7,500	-
97 SAFETY & SECURITY										
98 PART-TIME LAW ENFORCEMENT DETAILS	38,590	35,760	41,960	35,120	42,350	36,410	50,000	8,310	50,000	-
99 SALARY FOR SUMMER MONITOR AT BOTH POOLS	14,978	13,420	16,911	19,741	19,581	19,362	23,500	1,752	23,500	-
100 EMPLOYEE P/R TAXES	1,215	1,128	1,388	1,882	1,895	3,257	2,000	-	2,000	-
101 EMPLOYEE WORKER'S COMP	1,226	1,030	1,111	-	-	1,593	1,300	-	1,300	-
102 VIDEO SURVEILLANCE	95	-	185	-	175	-	-	-	-	-
103 SECURITY - OTHER (GATE SERVICE)	-	-	3,974	2,497	4,096	3,718	1,000	909	1,000	-
104 CLUBHOUSE & SAFETY & SECURITY	97,881	96,368	119,329	109,677	131,071	104,704	140,470	27,627	140,470	-
105										
106 O&M CONTINGENCY & CAPITAL PROJECTS										
107 O&M CONTINGENCY	25,318	6,618	13,997	-	28,077	13,205	229,972	-	95,833	(134,139)
108 ENTRANCES & OTHER PLANT REPLACEMENT	-	-	-	-	-	156,192	-	-	-	-
109 WALL & STRUCTURE PAINTING	-	-	-	-	-	98,374	-	-	-	-
110 INVASIVE & UNDESIRABLE PLANT REMOVAL	-	-	-	-	-	86,317	-	-	-	-
111 O&M CONTINGENCY TOTAL	25,318	6,618	13,997	-	28,077	354,088	229,972	-	95,833	(134,139)
112										
113 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	802,771	721,592	779,548	705,972	792,266	1,068,298	1,110,377	313,554	988,972	(121,405)
114										
115 EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.	120,020	197,868	263,914	334,353	239,984	428,744	105,014	687,321	213,500	108,486
116										
117 OTHER FINANCING SOURCES AND (USES)										
118 RESERVES TRANSFERS OUT-OTHER FINANCING USES										
119 EMERGENCY RESERVE	100,000	25,000	-	-	-	20,000	20,000	32,023	90,000	70,000
120 ASSET RESERVE	69,458	50,000	-	50,000	41,878	46,600	47,500	11,995	47,500	-
121 BILL PAYMENT RESERVE	100,000	-	-	-	-	-	-	-	-	-
122 PARK DEVELOPMENT RESERVE	110,150	110,150	175,000	140,150	175,000	175,000	37,514	-	76,000	38,486
123 TOTAL OTHER FINANCING SOURCES AND (USES)	379,608	185,150	175,000	190,150	216,878	241,600	105,014	44,017	213,500	108,486
124										
125 O&M TOTAL EXPENDITURES	1,959,832	1,621,716	954,548	896,122	1,009,144	1,309,898	1,215,391	357,571	1,202,472	(12,919)
126										
127 NET CHANGE IN FUND BALANCE	(259,588)	12,718	88,914	144,203	23,106	187,144	(0)	643,304	(0)	(0)

BALLANTRAE CDD - STATEMENT 2

FY 2020 ADOPTED BUDGET

RESERVES

	FY 2019 AMENDED	FY 2020 PROPOSED	FY 2019 to FY 2020 VARIANCE
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	76,000	(99,000)
20 TRANSFER IN (OUT)- ASSET RESERVE	(8,604)	47,500	56,104
21 TRANSFER IN (OUT) - EMERGENCY RESERVE	(125,254)	90,000	215,254
22 TOTAL OTHER FINANCING SOURCES SOURCES (USES)	41,142	213,500	172,358
23			
24 NET CHANGE IN FUND BALANCE	41,142	213,500	172,358
25 FUND BALANCE BEGINNING	1,564,224	-	1,564,224
26 FUND BALANCE ENDING	1,605,366	213,500	1,736,582
27			

	FY 2017	FY 2018 Adopted	Total FY 2018 (includes interest)	FY 2019 ADOPTED	FY 2019 PROPOSED AMENDED	FY 2019 ADOPTED AMENDED	FY 2020 ADOPTED	FY 2021 ADOPTED
28 RESERVE BALANCE SUMMARY								
29 PARK DEVELOPMENT	610,035	175,000	787,486	175,000	\$ -	962,486	1,038,486	76,000
30 ASSET RESERVE	354,676	41,878	397,872	46,600	(55,204)	389,268	436,768	47,500
31 EMERGENCY RESERVE	226,864	-	227,660	20,000	(145,254)	102,406	192,406	90,000
32 BILL PAYMENT RESERVE	150,678	-	151,206	-	-	151,206	151,206	-
33	1,342,253	216,878	1,564,224	241,600	(200,458)	1,605,366	1,818,866	213,500
34								

	FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
8	O&M ADMINISTRATIVE EXPENDITURES:			
9	BOARD OF SUPERVISORS			
10	Supervisor Stipends		\$ 14,000.00	Assumes 5 supervisor to be paid for 14 meetings (workshops, etc.) - \$200 per meeting
11	Newsletter	Express Press	\$ 10,000.00	Newsletter - printing and mailing cost
12	Website Server & Name	Campus Suite	\$ 1,650.00	ADA compliant website to be furnished by Campus Suite. Amount includes monthly scans of the website, the website platform itself as well as the remediation of 750 document pages. Added \$250 for page overages
13	Public officials liability Insurance	Egis Insurance	\$ 3,369.00	Pursuant to agent confirmation
14	MANAGEMENT SERVICES			
15	Administrative Services	Not applicable	\$ -	No longer utilized
16	District Management	DPFG - Three Year Contract	\$ 58,500.00	Curent contract Expired 4/3/2020. This is a placeholder until Board approves new contract.
17	Financial Consulting Services	Not applicable	\$ -	No longer utilized
18	Accounting Services	Not applicable	\$ -	No longer utilized
19	ENGINEERING & LEGAL SERVICES			
20	District Engineer	Stantec-Tonja Stewart	\$ 18,000.00	Provides general engineering services to District, i.e. attendance & preparation for <u>monthly board meetings and other specifically requested assignments</u>
21	District Counsel	Strayley & Robin	\$ 17,300.00	Provides general legal services, review of contracts, agreements and other research assigned and directed by the Board and District Manager
22	ADMINISTRATIVE OTHER			
23	Annual Financial Audit	Dibartolomeo	\$ 3,800.00	State law requires the District to undertake an annual independent audit. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter. FY 2020 and FY 21 is \$3,800
24	Disclosure Report		\$ -	No longer necessary
25	Trustee Fees	US Bank - Series 2015	\$ 3,772.00	Confirmed with trustee for fees related to the maintenance of the Ballantrae CDD Capital Improvement Revenue Refunding Bond, Series 2015
26	Property Appraiser Fee	Pasco County	\$ 150.00	Property Appriaser for the handling of Non-Ad Valorem Assessments, due and payable by Jue 1 of each year.
27	Legal Advertising	local newspaper	\$ 750.00	Estimated public notice for 3 public hearings, 1 yearly meeting schedule
28	Arbitrage Rebate Calculation	GNP Services	\$ 650.00	Fees for the annual calculation of the Rebatable Arbitrage Liability for the Ballantrae CDD Capital Improvement Revenue Refunding Bonds, Series 2015
29	Dues Licenses & Fees		\$ 1,200.00	Includes \$175 required by State Statute, Pasco Alliance renewal and other misc.
30	ADA Compliance		\$ 2,480.00	Quarterly charge of \$120 plus an additional \$2,000 for unnowns
31	Administrative Contingency		\$ 5,000.00	
32	O&M ADMINISTRATIVE TOTAL		\$ 140,621.00	
33				

	FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
34	INSURANCE			
35	General Liability Insurance	Egis Insurance	\$ 3,256.00	Pursuant to agent
36	Property Casualty	Egis Insurance	\$ 14,746.00	Pursuant to agent
37	INSURANCE TOTAL		\$ 18,002.00	
38				
39	UTILITY SERVICES			
40	Electric Utility Services	Progress Energy	\$ 23,000.00	Average billing
41	Electric Utility Services - Recreation	Progress Energy	\$ 15,000.00	Average billing
42	Electric Streetlighting	Progress Energy	\$ 103,500.00	Average billing
43	Utility-Water-Clubhouse & pools	Pasco County	\$ 14,000.00	Average billing
44	Stormwater Assessment	Pasco County Tax Collector	\$ 2,200.00	To account for increase
45	UTILITY SERVICES SUBTOTAL		\$ 157,700.00	
46				
47	LAKES/PONDS & LANDSCAPE			
48	LAKES/PONDS:CONTRACTS			
49	Aquatic Contract	American Ecosystems	\$ 22,800.00	Pursuant to contract for maintenance of District waterways and ponds
50	Wetland Buffer Spray Contract'	American Ecosystems	\$ 14,400.00	Wetland Buffer Spraying. When is this supposed to begin in service
51	LAKES/PONDS:OTHER			
52	Fountain Repairs & Maintenance	Misc	\$ 3,000.00	Estimated, as needed
53	Mitigation Areas:Monitor & Maintain	Misc	\$ 1,500.00	Estimated, as needed
54	Lake/Pond Repairs	Misc	\$ 10,000.00	Earmarked as needed for minor erosion repairs, etc.
55	Install/Replace Aquatic Plants	American Ecosystems	\$ 5,000.00	Install plants as needed
56	LANDSCAPING:CONTRACTS			
57	Landscape Maintenance Contract	Yellowstone	\$ 144,240.00	Pursuant to contract addendum - \$12,020 monthly.
58	Landscape Secondary Contracts	Yellowstone	\$ 31,212.00	1x yearly mulch-\$16,000, annuals \$3,803 per rotation (4 rotations) Mulch and annuals total \$31,212.
59	Landscape Oversight/Management	Not applicable	\$ -	No longer utilized
60	LANDSCAPING:OTHER			
61	Irrigation Repairs & Maintenance	Yellowstone	\$ 14,000.00	As needed
62	Replace Plants, Mulch & Trees	Yellowstone	\$ 40,000.00	Misc. replacement as needed. Structural pruning of 223 oak trees throughout the District for \$12,500. Keeps the tree thinned out and provides for better light penetration which helps the tree itself as well as the turf underneath. Provide \$12,000 for the removal of dead trees. The replacement of 200 plants along the wall and in common areas for \$4,800.
63	Sod & Seed Replacement	Yellowstone	\$ 10,000.00	As needed. Landscape professional has recommended for FY 21 the replacement of 3,500 sq ft of sod.
64	Landscape Enhancement	Yellowstone - TBD	\$ -	Projects that come up
65	Extra Mowings During Rainy Season	Yellowstone	\$ 5,000.00	As needed
66	Rust Prevention for Irrigation System	Suncoast Rust	\$ 10,380.00	Contract charge of \$865. Contract states monthly rates will not exceed \$920 (15% higher than original rate)
67	Field Miscellaneous Inclusive of Trapper		\$ 13,000.00	Misc. Repairs ; inclusive of trapper
68	LAKES/PONDS & LANDSCAPE TOTAL		\$ 324,532.00	
69				

	FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
70	STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS			
71	STREETS & SIDEWALKS			
72	Entry & Walls Maintenance	various	\$ 2,000.00	Estimated, as needed
73	Street/Decorative Light Maintenance	various	\$ 1,000.00	Estimated, as needed
74	Sidewalk Repair & Maintenance	various	\$ 1,500.00	Estimated, as needed
75	MAINTENANCE STAFF			
	Employee-Salaries		\$ 83,889.57	Maintenance supervisor and Assistant maintenance. Both employees work 40 hours. Plus overtime hours for meeting attendance & misc.
76	Employee-P/R Taxes		\$ 7,170.91	7.65% of payroll, additional \$750 added for any additional taxes related to SUTA
78	Employee - Workers Comp	Egis Insurance	\$ 3,654.00	Confirmed with EGIS
79	Payroll processing fees	Innovations	\$ 1,900.00	Payroll and year end processing
80	Employee-Health & Phone Stipends		\$ 9,600.00	
81	Mileage	various	\$ 1,100.00	Estimated, as needed
82	STREETS, SIDEWALKS, MAINTENANCE & OPERATIONS		\$ 111,814.47	
83				
84	CLUBHOUSE & SAFETY & SECURITY			
85	CLUBHOUSE & MISCELLANEOUS			
86	Park & Field Repairs	various	\$ 7,200.00	Estimated, as needed.
87	Clubhouse Facility Maintenance	various	\$ 9,000.00	Estimated, as needed (includes swipe cards, signage, pest control, etc.).
88	Clubhouse, Telephone & Internet	Brighthouse	\$ 4,200.00	
89	Miscellaneous Supplies (Inclusive of Debit Card)	various	\$ 3,500.00	Estimated, as needed
90	Pool/Fountain/Splashpad Maintenance	Poolsure	\$ 10,000.00	Effective 12/1/2017: base rate of \$867 for a total of \$8,244. Additional \$2,800 for repairs.
91	Pool Permits		\$ 750.00	as required by Statute
92	Seasonal Lighting		\$ 20,000.00	
93	Pest Control	Tropicare Termite	\$ 520.00	\$40 monthly
94	Clubhouse Exterior Furnishings		\$ -	
95	Clubhouse Cleaning		\$ -	
96	Clubhouse Miscellaneous	To Be Determined	\$ 7,500.00	Additional misc expenditures as needed . District is in need of an additional 6 tables and 8 chairs.
97	SAFETY & SECURITY			
98	Part-Time Law Enforcement Details	FHP	\$ 50,000.00	Paid at \$40 per hour - Approximately 1,125 hours
99	Salary for Summer Monitor at Both Pools		\$ 23,500.00	Paid at \$10 per hour
100	Employee P/R Taxes		\$ 2,000.00	7.65% of gross payroll
101	Employee Workers Comp			
102	Video Surveillance		\$ 1,300.00	
103	Security - Other (Gate Service)		\$ 1,000.00	
104	CLUBHOUSE & SAFETY & SECURITY		\$ 140,470.00	

	FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS/SCOPE OF SERVICE
105				
106	O&M CONTINGENCY			
107	O&M Contingency		\$ 95,833.00	To be utilized based on Board direction
108	O&M Contingency Total		\$ 95,833.00	
109				
110	TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)		\$ 988,972.47	
111				
112	EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.		\$ 213,499.53	
113				
114	OTHER FINANCING SOURCES AND (USES)			
115	RESERVES TRANSFERS OUT - OTHER FINANCING USES		\$ -	
116	Emergency Reserve		\$ 90,000.00	The amount that was borrowed in FY 2019 was \$145,254
117	Asset Reserve		\$ 47,500.00	Based on Custom reserves Study
118	Bill Payment Reserve		\$ -	Pursuant to GASB; Bill payment reserve should represent 3 months of expenditures before other financing uses (transfers)
119	Park Development Reserve		\$ 76,000.00	
120	TOTAL OTHER FINANCING SOURCES AND (USES)		\$ 213,500.00	
121				
122	O&M TOTAL EXPENDITURES		\$ 1,202,472.47	

STATEMENT 4
 BALLANTRAE CDD
 PROPOSED FY 2021 BUDGET - SERIES 2015
 DEBT SERVICE ASSESSMENT

	FY 2020 PROPOSED BUDGET
REVENUE	
ASSESSMENTS ON-ROLL	\$ 557,421
INTEREST--INVESTMENT	-
TOTAL REVENUE	557,421
EXPENDITURES	
INTEREST EXPENSE	
May 1, 2021	112,964
November 1, 2021	108,881
PRINCIPAL RETIREMENT	
May 1, 2021	335,000
TOTAL EXPENDITURES	556,844
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	577

TOTAL DS BUDGET	\$ 557,420.94
COLLECTION COST @ 6%	\$ 35,580.06
TOTAL	<u>\$ 593,001.00</u>

STATEMENT 5
BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT
Capitol Improvement Revenue Refunding Bonds, Series 2015
Bank Qualified Private Placement
Actual/360 Interest Calculation

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance
11/1/2016				-		7,680,000
5/1/2017	290,000	3.478%	134,297	424,297		7,390,000
11/1/2017		3.478%	131,368	131,368	555,665	7,390,000
5/1/2018	300,000	3.478%	129,226	429,226		7,090,000
11/1/2018		3.478%	126,035	126,035	555,261	7,090,000
5/1/2019	310,000	3.478%	123,980	433,980		6,780,000
11/1/2019		3.478%	120,524	120,524	554,504	6,780,000
5/1/2020	320,000	3.478%	119,214	439,214		6,460,000
11/1/2020		3.478%	114,836	114,836	554,050	6,460,000
5/1/2021	335,000	3.478%	112,964	447,964		6,125,000
11/1/2021		3.478%	108,881	108,881	556,844	6,125,000
5/1/2022	345,000	3.478%	107,105	452,105		5,780,000
11/1/2022		3.478%	102,748	102,748	554,853	5,780,000
5/1/2023	360,000	3.478%	101,073	461,073		5,420,000
11/1/2023		3.478%	96,348	96,348	557,421	5,420,000
5/1/2024	370,000	3.478%	95,301	465,301		5,050,000
11/1/2024		3.478%	89,771	89,771	555,072	5,050,000
5/1/2025	385,000	3.478%	88,307	473,307		4,665,000
11/1/2025		3.478%	82,927	82,927	556,234	4,665,000
5/1/2026	400,000	3.478%	81,575	481,575		4,265,000
11/1/2026		3.478%	75,817	75,817	557,392	4,265,000
5/1/2027	410,000	3.478%	74,580	484,580		3,855,000
11/1/2027		3.478%	68,528	68,528	553,109	3,855,000
5/1/2028	425,000	3.478%	67,783	492,783		3,430,000
11/1/2028		3.478%	60,973	60,973	553,757	3,430,000
5/1/2029	440,000	3.478%	59,979	499,979		2,990,000
11/1/2029		3.478%	53,152	53,152	553,131	2,990,000
5/1/2030	455,000	3.478%	52,285	507,285		2,535,000
11/1/2030		3.478%	45,063	45,063	552,348	2,535,000
5/1/2031	475,000	3.478%	44,329	519,329		2,060,000
11/1/2031		3.478%	36,619	36,619	555,948	2,060,000
5/1/2032	490,000	3.478%	36,221	526,221		1,570,000
11/1/2032		3.478%	27,909	27,909	554,130	1,570,000
5/1/2033	505,000	3.478%	27,454	532,454		1,065,000
11/1/2033		3.478%	18,932	18,932	551,386	1,065,000
5/1/2034	525,000	3.478%	18,623	543,623		540,000
11/1/2034		3.478%	9,599	9,599	553,223	540,000
5/1/2035	540,000	3.478%	9,443	549,443		-
11/1/2035	-	3.478%	0	0	549,443	-
Total	\$ 7,680,000		\$ 2,853,771	\$ 10,533,771	\$ 10,533,771	

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

Max annual ds: 557,421

EXHIBIT 19

DISTRICT MANAGEMENT AGREEMENT FIRST ADDENDUM

This first addendum (this “**Addendum**”) adds a new compensation schedule and extends the term of the District Management Agreement dated April 3, 2017 (the “**Agreement**”).

Based upon mutual consideration, the **Ballantrae Community Development District** (“CDD”) and DPFG Management & Consulting LLC (“DPFG”) agree effective April 3, 2020 as follows:

1. Core District Management Services is amended as follows:

(a) DPFG will provide Core District Management Services (“CDMS”) to the CDD at a fee of \$4,875.00 per month (\$58,500 per year).

(b) Commencing as of the end of the first year of this Addendum and on each April 3rd thereafter, the then effective fee for CDMS services shall be adjusted for the following year in an amount equal to the percentage increase of previous twelve-months period of such year of the Consumer Price Index as published by the United States Department of Labor, Bureau of Labor Statistics (CPI) as reported in March of each year. Similarly, at the end of the second, the fee for the CDMS services shall be adjusted for the third year in an amount equal to the percentage increase of previous twelve-months period of such second year by the CPI. A decline in the CPI shall not result in the reduction of the CDMS fee. DPFG shall provide written notice to the CDD of any CPI percentage increase and the corresponding new fee for CDMS for the next contractual year within 5 business days of the release of such information.

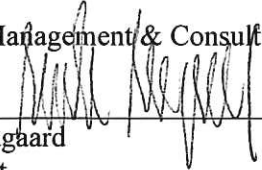
2. Term is amended as follows:

This Addendum shall commence and be effective as of April 3, 2020 and shall remain in effect for 3 years (April 3, 2023) or until such time as the agreement has been terminated.

3. Except as hereby modified, the terms and conditions of the Agreement are hereby ratified and confirmed.

Approved and Accepted By:

DPFG Management & Consulting LLC

By: 
Maik Aagaard
President

Approved and Accepted by
Ballantrae Community Development District:

By: _____
Title: Chairman
Date: _____

EXHIBIT 20

FORM 1**STATEMENT OF
FINANCIAL INTERESTS****2019**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 :

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

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

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")**You are not limited to the space on the
lines on this form. Attach additional
sheets, if necessary.****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), send it to CEForm1@leg.state.fl.us and retain a copy for your records. 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, 2019.

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, and the Pinellas County Construction Licensing Board.

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 \$35,000 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, 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 \$35,000.

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.

DISCLOSURE PERIOD: The "disclosure period" for your report is the calendar year ending December 31, 2019.

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.

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 any public salary or public position(s). 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 (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, 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(6), 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 any public salary or public position(s), but income from these public sources 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.)