

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, May 27, 2020 at 6:30 p.m. via electronic teleconference due to COVID-
6 19, 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 Teeanna Kamalu	Associate Manager, DPFG Management & Consulting
18 Garry Kubler	Maintenance Supervisor
19 Brian Mahar	Yellowstone Landscape

20 *The following is a summary of the discussions and actions taken at the May 27, 2020 Ballantrae CDD*
21 *Board of Supervisors Emergency Meeting.*

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

23 There being none, the next item followed.

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

26 The Board discussed the reservation page on the District website. Mr. Fleteau indicated that,
27 when reviewing COVID-19 statistics to one decimal place, he felt that, in May, the County had
28 satisfied the CDC/White House guidance for 14 days of downward case trajectory for reopening,
29 also noting cases in the specific zip codes around the District. The Board voiced agreement for
30 opening the pool amenities, discussing appropriate measures and precautions.

31 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved 32 the pool reopening plan as discussed, pending final approval from the Chair as to a specific reopening 33 date, for the Ballantrae Community Development District.

34 **FOURTH ORDER OF BUSINESS – Professional Reports**

35 A. District Counsel

36 B. Exhibit 1: Yellowstone Landscape Maintenance Report – April 8, 2020

37 ➤ Exhibit 2: Yellowstone Landscape Management Agreement Amendment No. 1

38 Mr. Mahar noted that the addendum was a way to update costs for regularly scheduled
39 secondary work, such as annuals and mulch, within the budget, for an increase from
40 \$31,212 to around \$34,000 annually in line item 108. The Board requested that quarterly

41 rotations be paid for immediately as needed, no longer needing to come before the Board
42 for approval.

43 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board approved
44 the Yellowstone Landscape Management Agreement Amendment No. 1, for the Ballantrae Community
45 Development District.

46 ➤ Exhibit 3: Yellowstone Landscape Proposal No. 63243 – Dead and Declining Pond Tree
47 Removal – Total Cost: \$24,219.00

48 Mr. Flateau noted that this bill was for all dead and declining pond trees in the District,
49 and suggested performing half of the work this fiscal year and half for the next. The
50 Board requested for stump grinding to be omitted to reduce total costs. This item was
51 tabled to the next meeting, pending a modified proposal.

52 C. DPFPG Operations Report

53 ➤ May Field Report

54 ➤ May Pond Report

55 D. Engineer's Report

56 E. American Ecosystems Pond Reports

57 ➤ Exhibit 4: Treatment Report for February 10, 2020

58 ➤ Exhibit 5: Treatment Report for February 18, 2020

59 ➤ Exhibit 6: Treatment Report for March 4, 2020

60 ➤ Exhibit 7: Treatment Report for March 10, 2020

61 ➤ Exhibit 8: Treatment Report for April 6, 2020

62 ➤ Exhibit 9: Treatment Report for April 13, 2020

63 ➤ Exhibit 10: Treatment Report for April 28, 2020

64 **FIFTH ORDER OF BUSINESS – Administrative Matters**

65 A. Exhibit 11: Consideration of the Regular Meeting Minutes – February 26, 2020

66 The Board noted a revision requested by District Counsel to lines 49 and 50.

67 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved
68 the February 26, 2020 regular meeting minutes, as amended, for the Ballantrae Community Development
69 District.

70 B. Exhibit 12: Consideration of the Emergency Meeting Minutes – May 11, 2020

71 On a MOTION by Mr. Bobick, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board
72 approved the May 11, 2020 emergency meeting minutes for the Ballantrae Community Development
73 District.

74 C. Exhibit 13: Acceptance of the Unaudited April Financial Statements

75 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board approved
76 the February 26, 2020 regular meeting minutes, as amended, for the Ballantrae Community Development
77 District.

78 D. Exhibit 14: Presentation & Acceptance of the Pasco County Supervisor of Elections
79 Registered Voter Count – 1,702

80 **SIXTH ORDER OF BUSINESS – Business Matters**

81 A. New Business

82 ➤ Exhibit 15: Consideration for Acceptance – The Ballantrae Community Development
83 District \$7,970,00 Capital Improvement Revenue Refunding Bonds, Series 2015
84 Installment Date Computation – Arbitrage Report

85 Ms. Thibault noted that the report advises that the District was not receiving more interest
86 than what was being paid on capital improvement bonds.

87 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board accepted
88 the Arbitrage Report for the Ballantrae Community Development District.

89 ➤ Exhibit 16: LLS Tax Solutions – Ballantrae CDD 2015 Engagement Letter

90 Ms. Thibault stated that LLS Tax Solutions had prepared the arbitrage report, and the
91 District could pay \$650 annually for services to continue. Mr. Flateau indicated a
92 discrepancy with the years listed in the letter.

93 ➤ Exhibit 17: Ballantrae CDD Steadfast Environmental, LLC Aquatic Maintenance
94 Proposal – Annual Cost: \$34,621.80

95 Mr. Flateau indicated that he was satisfied with the maintenance work currently being
96 done by American Ecosystems, which the Board agreed with.

97 ➤ Exhibit 18: Consideration for Approval – **Resolution 2020-03** Approving a Proposed and
98 Maintenance Budget for Fiscal Year 2020-2021 and Setting a Public Hearing

99 Ms. Thibault explained the purpose of the disclosure report line item. Mr. Flateau
100 indicated that while the budget could still be adjusted, approved assessments could not be
101 increased.

102 On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board adopted
103 **Resolution 2020-03**, Approving a Proposed and Maintenance Budget for Fiscal Year 2020-2021 and
104 Setting a Public Hearing for July 22, for the Ballantrae Community Development District.

105 B. Old Business

106 **SEVENTH ORDER OF BUSINESS – Staff Reports**

107 A. District Manager

108 ➤ Exhibit 19: DPFPG District Management Agreement First Addendum

109 Mr. Flateau requested a full District Management Agreement contract rather than an
110 addendum for Board consideration. Ms. Thibault stated that this would be brought to the
111 next meeting.

112 ➤ Exhibit 20: Form 1 – Statement of Financial Interests
113 Ms. Thibault stated that the form was due by July 1, and that fines could be incurred for
114 late submissions.

115 B. Maintenance Supervisor

116 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

117 Mr. Bobick asked when his term ended, and Mr. Flateau advised that the term ended in
118 November.

119 Mr. Levy noted that bushes on the non-resident side of Pond 12 had overgrown to be inaccessible,
120 indicating growth along the fence line. Discussion ensued.

121 **NINTH ORDER OF BUSINESS – Audience Comments on Other Items**

122 There being none, the next item followed.

123 **TENTH ORDER OF BUSINESS – Adjournment**

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

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

128 **BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF MAY 2020**

Line Item No.	Line Title	Description	Vendor	Amount
Line 108	O&M Contingency	Additional funding for costs outside of general scope of work	Yellowstone Landscape	Increase of \$3,123

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

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

134

Signature

Signature

135

Printed Name

Printed Name

136

137 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman