

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, July 29, 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 Ms. Thibault called the meeting to order and Mr. Flateau conducted roll call.

9 Present and constituting a quorum were:

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

15 Also present were:

16 Patricia Thibault	District Manager, DPFM Management & Consulting
17 Teeanna Kamalu	Associate Manager, DPFM Management & Consulting
18 Vivek Babbar	District Counsel, Straley Robin Vericker
19 Tonja Stewart	District Engineer, Stantec
20 Joe Hamilton	Steadfast Environmental
21 Brian Mahar	Yellowstone Landscape
22 Garry Kubler	Maintenance Supervisor

23 *The following is a summary of the discussions and actions taken at the July 29, 2020 Ballantrae CDD*
24 *Board of Supervisors Emergency Meeting.*

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

26 There being none, the next item followed.

27 **THIRD ORDER OF BUSINESS – Discussion of Resident Safety and Amenities Reopening**

28 Mr. Flateau noted that residents had been adhering to COVID-19 preventative rules at the
29 amenities per reports from staff and monitors, and staff was performing proper maintenance and
30 cleaning. Mr. Flateau noted a resident request for opening tennis courts an hour earlier, and stated
31 that he was against this, citing increases in COVID-19 cases and positivity rates, as well as it
32 potentially interfering with staff measures preparing for pool openings. Mr. Flateau noted another
33 resident request to approve children’s swimming lessons with an instructor, which he declined as
34 the instructor had previously been declined by the Board, that the instructor themselves needed to
35 contact the District, and adding concerns regarding encouraging outsiders using the pools.
36 Discussion ensued, and Mr. Flateau advised that no additional amenities would be opened.

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

38 A. District Counsel

39 ➤ Exhibit 1: Discussion of Tree Trimming Procedures

40 In response to a resident question, the Board and District Counsel discussed what cuts
41 were allowed to be performed by residents. Mr. Flateau directed Mr. Babbar to draft a
42 response to the resident to be sent by the Chair.

43 B. Yellowstone Landscape Maintenance Report

- 44 ➤ Update on Gianna Way Juniper Shrubs
- 45 ➤ Update on South Cul De Sac on Downan Point Drive
- 46 ➤ Update on Dead and Declining Trees
- 47 ➤ Update on Entrance Planter Redesign

48 C. DPFPG Operations Report

- 49 ➤ Exhibit 2: July Field Inspection Report

50 D. Engineer's Report

51 Ms. Stewart stated that the original splash pad vendor had provided pictures, and was
52 planning on providing a report and a second proposal. Mr. Kubler advised that the area was
53 currently shut down due to COVID-19.

54 E. Exhibit 3: American Ecosystems Pond Reports

- 55 ➤ Treatment Report for July 3, 2020
- 56 ➤ Treatment Report for July 6, 2020
- 57 ➤ Treatment Report for July 15, 2020

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

59 A. Exhibit 4: Consideration of the Regular Meeting Minutes – June 24, 2020

60 On a MOTION by Mr. Thomas, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board
61 approved the June 24, 2020 regular meeting minutes, for the Ballantrae Community Development
62 District.

63 B. Exhibit 5: Acceptance of the Unaudited June Financial Statements

64 On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board accepted
65 the Unaudited June Financial Statements, for the Ballantrae Community Development District.

66 Following this motion, Mr. Flateau requested a motion to recess the meeting.

67 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
68 the recess of the meeting for the Ballantrae Community Development District.

69
70 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
71 the reconvening of the meeting for the Ballantrae Community Development District.

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

73 A. Fiscal Year 2020-2021 Budget Public Hearing

- 74 ➤ Open Public Hearing

75 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
76 the opening of the Fiscal Year 2020-2021 Budget Public Hearing for the Ballantrae Community
77 Development District.

78 ➤ Exhibit 6: Budget Presentation

79 Ms. Thibault advised that there was no increase in total assessments for the fiscal year,
80 and gave an overview of line items and various changes, including an increase reflecting
81 the approved aquatic contract.

82 ➤ Public Comment

83 There being none, the next item followed.

84 ➤ Close Public Hearing

85 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved
86 the closure of the Fiscal Year 2020-2021 Budget Public Hearing for the Ballantrae Community
87 Development District.

88 B. Exhibit 7: Consideration and Adoption of **Resolution 2020-05** Adopting Final Budget for FY
89 2020-2021

90 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board adopted
91 **Resolution 2020-05**, Adopting the Final Budget for Fiscal Year 2020-2021, for the Ballantrae
92 Community Development District.

93 C. Exhibit 8: Consideration and Adoption of **Resolution 2020-06** Imposing & Levying O&M
94 Assessments for FY 2020-2021

95 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board adopted
96 **Resolution 2020-06**, Imposing and Levying O&M Assessments for FY 2020-2021, for the Ballantrae
97 Community Development District.

98 D. New Business

99 ➤ Exhibit 9: Presentation of Termination Letter to American Ecosystems

100 Mr. Flateau stated that the termination of American Ecosystems involved an incident
101 regarding trees on the property, but that the law did not require a cause to be provided in
102 the termination letter. The Board expressed support for a “no cause” termination letter.

103 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board accepted
104 the Termination Letter for American Ecosystems, for the Ballantrae Community Development District.

105 ➤ Exhibit 10: Consideration of Flatwoods Environmental Proposals

106 — Aquatic Maintenance Proposal - \$34,621.80

107 — Conservation Maintenance Proposal - \$20,256.00

108 Mr. Flateau discussed the contract contents with the Board, and Ms. Thibault provided a
109 cost comparison, noting a difference of about \$17,000 which could be taken out of O&M
110 Contingency. Mr. Hamilton fielded a number of questions related to chemical treatments
111 and plantings from the Board and staff.

112 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
113 the contract proposal from Steadfast Environmental, in the total amount of \$54,877.80, and to add
114 Steadfast Environmental to the vendor list, for the Ballantrae Community Development District.

115 E. Old Business

116 There being none, the next item followed.

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

118 A. District Manager

119 There being none, the next item followed.

120 B. Maintenance Supervisor

121 Mr. Kubler requested direction from the Board regarding the elections on August 17.
122 Discussion ensued, and Mr. Flateau suggested removing everything from the clubhouse to
123 facilitate voting. Mr. Flateau noted that District Counsel had been forming a committee with
124 District Staff in addressing the dead trees as well as buffer and wetland rules from the
125 Southwest Florida Water Management District. Discussion ensued.

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

127 There being none, the next item followed.

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

129 There being none, the next item followed.

130 **TENTH ORDER OF BUSINESS – Adjournment**

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

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

135 **BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF JULY 2020**

Line Item No.	Line Title	Description	Vendor	Amount
Line 50	Aquatic Contract	Aquatic and Conservation Maintenance	Steadfast Environmental	\$54,877.80

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

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

141

Signature

Signature

Printed Name

Printed Name

142 **Title:** **Secretary** **Assistant Secretary**

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