

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, August 26, 2020 at 6:30 p.m. via electronic teleconference due to
6 COVID-19, per Governor’s Executive Orders.

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 August 26, 2020 Ballantrae CDD*
24 *Board of Supervisors Emergency Meeting.*

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

26 A resident indicated that a number of trees on the property were now dead, and observed that this
27 was following a spray treatment.

28 A resident requested clarification regarding plans for the volleyball court operations. Another
29 resident spoke in favor of reopening the volleyball court.

30 A resident indicated that common areas with trees had become overgrown over walkways.
31 Discussion ensued.

32 A resident noted poor lighting along Mentmore Boulevard and other areas throughout the
33 community, and asked whether this had been addressed. Mr. Flateau advised that this would need
34 to be taken up with the County as it was their right-of-way.

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

36 Mr. Flateau expressed concerns regarding expanding amenities reopening to the volleyball court,
37 as there was no gate to regulate capacity. Discussion ensued regarding the courts, pools, and other
38 amenity operations. The Board tabled discussion of amenities reopening to the next meeting, to
39 determine the impact of school openings on COVID-19 rates.

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

41 A. District Counsel

42 Mr. Flateau indicated that there were multiple causes for dead trees, and Mr. Babbar added
43 that dying trees should not be dealt with if in the conservation area. Discussion ensued.

44 B. Yellowstone Landscape Maintenance Report

45 ➤ Discussion of Dead and Declining Trees

46 Mr. Flateau indicated a need for classification and prioritization of tree removal,
47 particularly by residents' houses. Discussion ensued, with Ms. Stewart advising as to
48 buffer zones.

49 ➤ Exhibit 1: Ratification of Yellowstone Proposals

- 50 — Proposal #77044: Service Repair - \$73.65
- 51 — Proposal #78863: Main Line Repair - \$106.89
- 52 — Proposal #79564: Module Replacement - \$118.30
- 53 — Proposal #77505: Main Line Repair - \$213.21
- 54 — Proposal #76560: Main Line Repair - \$260.44
- 55 — Proposal #78315: August Irrigation Inspection Repair - \$657.54
- 56 — Proposal #80451: 2020 Annual Fall Rotation - \$3,561.48

57 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved
58 the ratification of all Yellowstone proposals presented for the Ballantrae Community Development
59 District.

60 C. Exhibit 2: DPFPG August Field Operations Report

61 Mr. Flateau questioned the purpose of the photos included in the report, and Ms. Thibault
62 stated that DPFPG would address this.

63 D. District Engineer

64 There being no further report, the next item followed.

65 E. Steadfast Environmental

- 66 ➤ Exhibit 3: Aquatics Inspection Report
- 67 ➤ Exhibit 4: Conservation Inspection Report
- 68 ➤ Exhibit 5: Consideration of Steadfast Environmental Proposals

69 Mr. Hamilton noted proposals to remove Club Rush from areas. Discussion ensued.

70 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
71 the Steadfast Environmental proposal for removing 3,400 square feet from Pond 15, for the Ballantrae
72 Community Development District.

73 Mr. Hamilton noted that the Pond 26 proposal was using herbicide, as opposed to the
74 physical removal at Pond 15.

75 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board approved
76 the Steadfast Environmental proposal for removing 11,000 square feet from the non-residential side of
77 Pond 26, for the Ballantrae Community Development District.

78 Following the motion, the Board discussed the scope of contract regarding tree cutting.

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

80 A. Exhibit 6: Consideration of the Regular Meeting Minutes – July 29, 2020

81 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
82 the July 29, 2020 regular meeting minutes, for the Ballantrae Community Development District.

83 B. Exhibit 7: Acceptance of the Unaudited July Financial Statements

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

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

87 A. New Business

88 ➤ Exhibit 8: Consideration of Ballantrae Holiday Lighting Proposal - \$17,050

89 The Board discussed and suggested various additions and changes to the contract, namely
90 for no work to be performed prior to October 1, to turn on lights November 27, and to
91 turn off lights no sooner than January 11, 2021. Mr. Flateau requested for Yellowstone to
92 work to coordinate the timing of tree trimming with hanging the lighting.

93 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
94 the Ballantrae Holiday Lighting Proposal in substantial form, subject to the changes discussed, in the
95 amount of \$17,050.00, for the Ballantrae Community Development District.

96 ➤ Exhibit 9: Consideration of **Resolution 2020-07**, FY 2021 Meeting Schedule

97 The Board requested for the November meeting to be rescheduled to November 18, and
98 for the December meeting to be rescheduled to December 16.

99 On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board adopted
100 **Resolution 2020-07**, Setting FY 2021 Meeting Schedule with proposed changes, for the Ballantrae
101 Community Development District.

102 ➤ Exhibit 10: Consideration of FL Legislature Amendments to Website Requirements
103 contained in Section 189.069(2)(a), Florida Statutes

104 The Board requested for District Management to post the full meeting agenda packages,
105 and to continue to have all documents remain on the website.

106 B. Old Business

107 There being none, the next item followed.

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

109 A. District Manager

110 Ms. Thibault indicated that the Governor had extended the Executive Order allowing for
111 telephonic meetings on to October.

112 B. Maintenance Supervisor

113 Mr. Kubler stated that pool monitoring was set to end on September 27, and requested input
114 from the Board as to whether to keep the pool open. Discussion ensued, and the Board opted

115 to make this decision at the next meeting scheduled for September 23. Mr. Kubler
116 additionally noted upcoming changes to pool closing hours due to sunset times.

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

118 There being none, the next item followed.

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

120 There being none, the next item followed.

121 **TENTH ORDER OF BUSINESS – Adjournment**

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

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

126 **BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF AUGUST 2020**

Line Item No.	Line Title	Description	Vendor	Amount
Line 62	Irrigation Repairs and Maintenance	Main Line, Inspection, Service, and Module Repairs	Yellowstone Landscape	\$1,430.03
Line 59	Landscape – Secondary Contracts	2020 Annual Fall Rotation	Yellowstone Landscape	\$3,561.48

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

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

132 *Patricia Thibault*

Signature

Patricia Thibault

Printed Name

Signature

Printed Name

133 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman