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**MINUTES OF MEETING
BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development District was held on Monday, September 10th, 2018 at 6:30 p.m. at the Ballantrae Community Center, 17611 Mentmore Boulevard, Land O' Lakes, Florida, 34638.

FIRST ORDER OF BUSINESS – Roll Call

Mr. Flateau called the meeting to order.

Present and constituting a quorum were:

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

Also present were:

| | |
|---------------|---------------------------------------|
| Ray Lotito | District Manager, DPFG |
| Garry Kubler | Maintenance Supervisor |
| Tonja Stewart | District Engineer |
| Vivek Babbar | District Counsel (<i>via phone</i>) |
| Brian Mahar | Yellowstone |

The following is a summary of the discussions and actions taken at the September 10th, 2018 Ballantrae CDD Meeting.

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

Moving on to the Second Order of Business, Mr. Flateau opened the floor for questions and comments from the audience on agenda items. Discussion ensued concerning the confiscation of pool access cards (*Exhibit 7*). Mr. Flateau made a motion to set all cards to date that are identified as renters to expire on January 1, 2019 and to set any cards issued after September 10, 2018 to expire on the date the lease expires.

On a MOTION by Mr. Milano, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved setting all cards to date that are identified as renters to expire on January 1, 2019 and to set any cards issued after September 10, 2018 to expire on the date the lease expires for the Ballantrae Community Development District.

Discussion ensued concerning unaccompanied guests being allowed to use the pool. Mr. Flateau made a motion to develop a form to allow residents to request to have no more than 4 (four) unaccompanied guests to use the pool not more than 2 (two) times per year for not longer than a 1 (one) week duration.

On a MOTION by Mr. Levy, SECONDED by Mr. Thomas, WITH ALL IN FAVOR, the Board approved developing a form to allow residents to request to have no more than 4 (four) unaccompanied guests to

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

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

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

THIRD ORDER OF BUSINESS – Professionals Reports

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

A. District Counsel

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

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

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

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

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

C. *Exhibit 2:* DPFPG Field Report

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

FOURTH ORDER OF BUSINESS – Administrative Matters

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

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

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

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

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

C. Old Business

D. New Business

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

➤ **Proposal 1:** Vertex

This item is tabled for the collection of new proposals.

FIFTH ORDER OF BUSINESS – Staff Reports

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

A. District Manager

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

B. District Engineer – Stantec

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

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

There being none, next item followed.

D. Maintenance Supervisor

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

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

SIXTH ORDER OF BUSINESS – Audience Comments on Other Items

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

SEVENTH ORDER OF BUSINESS – Supervisor Comments and Requests

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

EIGHTH ORDER OF BUSINESS – Adjournment

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

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

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 3 DECEMBER 2018.

Signature

JAMES FLEATEAU

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary
CHAIRMAN

Signature

RAYMOND J. LOTITO

Printed Name

Title: ☐ Vice Chairman ☐ Chairman
SECRETARY