



Management & Consulting, LLC  
250 International Parkway, Suite 280  
Lake Mary, FL 32746  
321-263-0132

***BALLANTRAE  
COMMUNITY DEVELOPMENT DISTRICT***

***Agenda Package***

***Board of Supervisors  
Regular Meeting***

***Date & Time:***

***Wednesday***

***November 18, 2020***

***6:30 pm***

***Location:***

***17611 Mentmore Blvd.***

***Land O'Lakes, Florida***

***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**

### **Board of Supervisors Meeting**

**Wednesday, November 18<sup>th</sup> 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, November 18<sup>th</sup> 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.comings-thibault@dpfg.com](mailto:patricia.comings-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/82358162944?pwd=UjdhWlpRUDZEenpjcFIFWXZRbFREZz09>

**Meeting ID:** 823 5816 2944

**Password:** 541587

#### **Join Zoom Meeting by Phone**

Dial by your location – Follow the Prompts – Meeting ID – **823 5816 2944** – Hit # when it requests a participant ID

- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Germantown)
- +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, November 18, 2020

Time: 6:30 PM

Location: 17611 Mentmore Blvd., Land O'Lakes, Florida

Dial-in Number: 929-205-6099

Meeting ID: 823 5816 2944

### ***Agenda***

**I. Roll Call**

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

**III. Discussion of Vacant Seat 5**

**Exhibit 1**

**IV. Consideration & Adoption of Resolution 2021-01, Designating Officers**

**Exhibit 2**

**V. Discussion of Resident Safety and Amenities Reopening**

**VI. Professional Reports**

A. District Counsel

- Discussion of Splash Pad Project

B. Yellowstone Landscape Report

**Exhibit 3**

C. DPFG November Field Operations Report

***To be Distributed***

D. District Engineer

E. Steadfast Environmental

- Aquatics Inspection Report

**Exhibit 4**

- Conservation Inspection Report

**Exhibit 5**

- Update on Dead and Declining Trees

**VII. Administrative Matters**

A. Consideration of the Regular Meeting Minutes – October 28, 2020

**Exhibit 6**

B. Acceptance of the Unaudited October Financial Statements

**Exhibit 7**

**VIII. Business Matters**

A. New Business

➤ Consideration of Yellowstone Proposals

**Exhibit 8**

a. 2020 Annual Winter Rotation - \$3,561.48

b. Entry Sod Replacement - \$398.65

B. Old Business

**IX. Staff Reports**

A. District Manager

B. Maintenance Supervisor

**X. Supervisors Requests**

**XI. Audience Comments on Other Items**

**XII. Adjournment**



# EXHIBIT 1

Oath of Office

I, \_\_\_\_\_, a resident of the State of Florida and citizen of the United States of America, and being a Supervisor of the Ballantrae Community Development District and a recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me in the office of Supervisor of the Ballantrae Community Development District, Pasco County, Florida.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Sworn to (or affirmed) before me this \_\_\_\_ day of \_\_\_\_\_, 2018 by  
\_\_\_\_\_ whose signature appears hereinabove.

\_\_\_\_\_  
Notary Public State of Florida

\_\_\_\_\_  
Print Name

My Commission expires

Personally known \_\_\_\_\_ or produced identification\_\_\_\_\_

Type of identification\_\_\_\_\_

**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](http://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.)



# EXHIBIT 2

**RESOLUTION 2021-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT  
DESIGNATING OFFICERS OF THE DISTRICT AND  
PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Ballantrae Community Development District (the “**District**”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District desires to designate the officers of the District pursuant to Section 190.006(6), Florida Statutes.

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

1. The following persons are elected to the offices shown below:

_____	Chair
_____	Vice-Chair
<u>Patricia Thibault</u>	Secretary
<u>Patricia Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Patrick Giambelluca</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

**Passed and adopted on November 18, 2020.**

**Attest:**

**Ballantrae  
Community Development District**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair of the Board of Supervisors

# EXHIBIT 3



# **Ballantrae Landscape Report**

**Wednesday, November 11, 2020**

**Prepared For Ballantrae CDD & DPFG**

**14**





### Observation 1

Assigned To Entrance

Overall the community entrance is looking aesthetically pleasing with no major turf or plant issues.



### Observation 2

Assigned To Ballentrae Blvd

The St Augustine turf is responding to the last fertilizer application.



### Observation 3

Assigned To Clubhouse

The overall appearance of the clubhouse and amenities looks well. The crew did touch up plant material in need.





#### Observation 4

Assigned To Clubhouse

During next weeks detail service we will address several low hanging Oak tree limbs throughout the clubhouse and amenity area.



#### Observation 5

Assigned To Clubhouse

Since this area was in need of a touch up the crew did address during their mowing services.



#### Observation 6

Assigned To Clubhouse

Ornamental grasses surrounding the clubhouse were cut back.



#### Observation 7

Assigned To Clubhouse

Ornamental grass cut back's.



#### Observation 8

Assigned To ROW Juniper

Most Juniper ROW are responding to herbicide treatments, it has been a couple weeks since their last treatment and they are on schedule to be retreated.

Gianna way is still not responsive to the herbicide treatment so we are still trying to hand pull As much as possible during our services.





#### Observation 9

Assigned To Common Areas

Found a Brazilian pepper impacting the sidewalk, I removed it so it would not affect anybody walking.



#### Observation 10

Assigned To Common Areas

Removed.





Observation 11  
Assigned To Ponds  
All Ponds were mowed.



Observation 12  
Assigned To Ballantrae Blvd  
Community annuals or still doing well. I  
have attached a proposal for the winter  
rotation that will take place the first week  
of December upon approval.



### Observation 13

#### Assigned To Entrance Turf

A few areas of turf along the exit side of Ballantrae Boulevard at the entrance have declined and are in need of replacement. I have attached a proposal and will replace upon approval.

### Landscape Report -

#### Assigned To Community District Board

### Landscape Maintenance -

- During service this month the crew addressed routine mowing and policing for debris.
- The community wide trimming has not taken place yet, it's set for 11-19-20 & 11-20-20. This report was due before the completion of the trimming due to the holiday.
- We did touch up some plant material in need around the community, mostly in and around the clubhouse.
- We pulled and sprayed weeds throughout the community, the common juniper beds were treated with a herbicide a couple of weeks ago, they are ready for their next application.

### Fertilization and Pesticide Maintenance -

- The next community fertilizer treatment was completed in late October.
- The community shrub fertilizer is scheduled for late November, this treatment includes all palm trees.

### Irrigation Maintenance-

- The irrigation team went out and completed the monthly irrigation audit, they made some repairs they found and made seasonal adjustments due to the current season.

A handwritten signature in black ink, consisting of the letters 'B', 'M', and 'L' in a stylized, cursive script.

Brian Mahar  
Yellowstone Landscape

# EXHIBIT 4





# Ballantrae CDD Aquatics

Steadfast Environmental, LLC  
30435 Commerce Drive Suite 102  
San Antonio, FL 33576  
813-836-7940 | [office@SteadfastAlliance.com](mailto:office@SteadfastAlliance.com)



Tim Sloan Account Manager

11/9/2020 2:55 PM

Steadfast Environmental  
30435 Commerce Drive Suite 102  
San Antonio, FL 33576  
813-836-7940 | office@SteadfastEnv.com



## POND 3



Comments:

Treatments now and in the future are in effect to promote Duck Potato growth around the pond perimeter. During upcoming maintenance visits we will be targeting Lilly growth to ensure excess growth does not occur.



## POND 20



Comments:

Pond 20 is currently displaying positive results from perimeter grass treatments. Our goal within this area is to maintain the Club rush growth at or slightly below its current growth percentage within the littoral shelf.





## POND 21



Pond 21 is displaying a lush stand of club rush with Pickerelweed blended in. Continued perimeter treatments for any emergent invasive grasses will continue to be in effect. Going forward, careful spot spray treatments will be necessary to avoid collateral damage among the desirable plants.

## POND 23



Comments:

Torpedograss growth is beginning to encroach into the Clubrush. During our inspection we are observing a positive response to treatments, however we will need to remain vigilant with treatments.



## POND 24



Clubrush has been minimally growing out into the pond further than we would like to see. Technicians are, and will be working hard to ensure we maintain a proper width of Clubrush growth around the pond perimeter.

## POND 30



Water levels are dropping in pond 30. This will open up opportunities for both aquatic and terrestrial invasive growth. Monitoring and necessary treatment methods will continue.



## POND 37



Water levels have decreased by roughly 50%. Beneficial vegetation is still healthy and will continue to be monitored. This is a great opportunity to use pre-emergent against future Slender Spikerush growth.

## POND 34



Pond 34 will require promotion of both Pickerelweed as well as Clubrush around the perimeter for bank stabilization as well as nutrient abatement.



## POND 35



Much like pond 34, pond 35 will also require encouragement of Clubrush growth around the perimeter. This will be done through careful herbicide application while treating algae or invasive grasses.

## POND 32



Pond 32 has undergone significant treatment for perimeter invasive vegetation growth. Targeted species include Torpedograss, Dogfennel and Sedge. Follow up treatments will continue to ensure success.



### ***Management Summary***

As we enter the Fall and Winter months, overall growth of invasive grasses and otherwise invasive vegetation should begin to slow down moderately. Observations from both Technicians on-site as well as our monthly inspection reports have proven this to be true in a handful of the ponds within Ballantrae. Steadfast Environmental however will continue routine maintenance as if we were in the growing season in order to prep each pond for the next heavy season of vegetative growth.

Low water levels in the ponds is a direct result of decreased rainfall. This natural occurrence is a catch 22 for the aquatic maintenance industry. For instance, lower water levels allow for better control and management of shoreline grasses and weeds, in addition to some submersed species such as Slender Spikerush and Hydrilla.

On the other hand, decreased water levels create issues regarding increased algal activity. Generally, a low water level creates algae blooms because of some light penetration. So, any lake or pond that's under three feet deep, you need to explore options for managing that growth. Waterways within the Ballantrae community have exhibited minimal algal activity during the month of October and during the first week of November. We are pleased to see that Ballantrae has produced significantly less algal activity when compared to communities that lack native, desirable vegetation in their ponds. I can safely attribute the decreased algae growth to nutrient abatement efforts from the perimeter plantings.

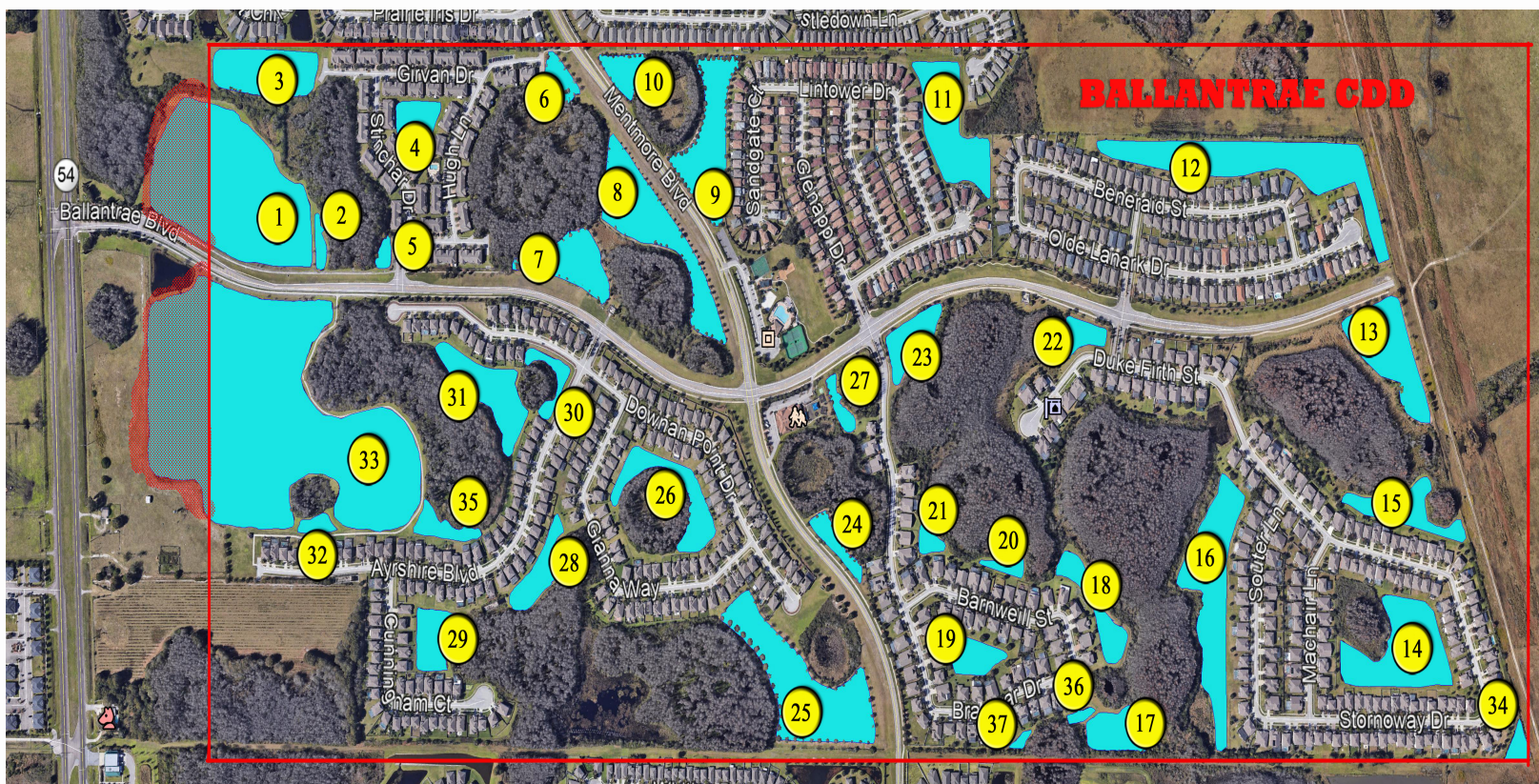
Ponds 24, 30, 34 & 35 will continue to be monitored for increases in perimeter Clubrush, Duck Potato and Pickerelweed growth. Now and in the future, technicians will be working hard to ensure selective spot spray treatments are in effect. The better we can naturally propagate these shorelines, the less algal activity we will face come drier seasons. Lastly, root space that these native beneficial species take up lessens the amount of root space available for invasive vegetation.

### ***Recommendations / Action Items***

- Monitor and treat algal blooms accordingly.
- Continue to spray Cattail stems as water levels drop in Pond 16.
- Promote native beneficial growth around ponds 24, 30, 34, 35.

Thank you for choosing Steadfast Environmental!





# EXHIBIT 5





# Ballantrae CDD Conservation

Steadfast Environmental, LLC  
30435 Commerce Drive Suite 102  
San Antonio, FL 33576  
813-836-7940 | [office@SteadfastAlliance.com](mailto:office@SteadfastAlliance.com)



Tim Sloan Account Manager  
11/9/2020 3:15 PM

Steadfast Environmental  
30435 Commerce Drive Suite 102  
San Antonio, FL 33576  
813-836-7940 | office@SteadfastEnv.com



**Site: 1**



Comments:  
Encouragement of low lying native vegetation is in progress around much of the site perimeter. Sesbania growth near the Cypress hammock is well into the decomposition stage.



**Site: 2**



Comments:  
Site 2 will require efforts to better control growth behind the culvert during future maintenance visits. We are starting to see recruitment of low lying grasses which is a positive indication of the end goal for the conservation areas.





**Site: 3**



Juvenile Brazilian Pepper as well as Primrose Willow are currently target species during our maintenance visits. Cordgrass and Ferns are beginning to make a great comeback.

**Site: 4**



Comments:

Plenty of new fern growth observed within site 4. Continued propagation will be encouraged during future maintenance visits.



**Site: 5**



Site 5 is looking great. Routine maintenance will continue, no recommendations at this time.

**Site: 6**



Selective treatments are in place for nuisance vegetation growth, mainly Dogfennel. A seeding of bahia/rye grass mix around the more terrestrial edges would be a cost effective remediation.



**Site: 8**



Site 8 will require more treatment regarding perimeter Brazilian Pepper Growth, Primrose Willow growth as well as various grasses. We need to avoid killing any Wax Myrtle or Maple saplings here.

**Site: 10**



Minimal re-growth of ferns was observed during the on-site inspection, we plan on encouraging this growth to continue in order to fill vacant root space.



**Site: 12**



Site 12 is starting to show signs of new desirable growth, selective treatments are, and will continue to be utilized here to ensure proper maintenance.



**Site: 15**



Site 15 has come leaps and bounds since first taking ownership of maintenance. Grasses on the south side of the site need continued treatment for maximum results.





### ***Management Summary***

Based on observations during the November inspection we can already start to see a significant difference in natural recruitment of desirable, low lying vegetation. These observations are indicative of previously utilized herbicides dissipating and working their way out of the soil system in the conservation buffer. With residual herbicide effects wearing off, we can really begin to fine tune our spot spray and selective treatment methods. Additionally, we can now start to see which desirable vegetation will recruit in each conservation area.

Ferns and cordgrass have been in the beginning stages of growth which is an excellent sign for these areas. Ideally, we do not want any native vegetation that will grow over 3-4' tall. As these areas fill up with native growth, the chances of invasive vegetation root space becomes less available creating not only an aesthetically pleasing landscape, but an environmentally responsible conservation buffer.

Our only recommendation at this time is for conservation area 6 which is the last site on the right hand side if you are headed east on Mentmore blvd towards Concord Station. It has been observed to have a plethora of dry, barren areas that will most likely not hold wetland species, but would rather sustain a grass seeding for quick, cost effective coverage. This can be obtained through a hydroseeding event, or a seed and mulch process. Each method of seeding is equally as effective, seed and mulch however is the least expensive way to accomplish this task. Seed and mulch involves a tractor with a seed spreader and rake to create seed rows to hold the seeds in place after they are dispersed. Lastly, the tractor will use a hay blower to blow hay bales over the areas which have been seeded to provide a cover from birds eating the seeds in addition to holding moisture for the seeds to better germinate.

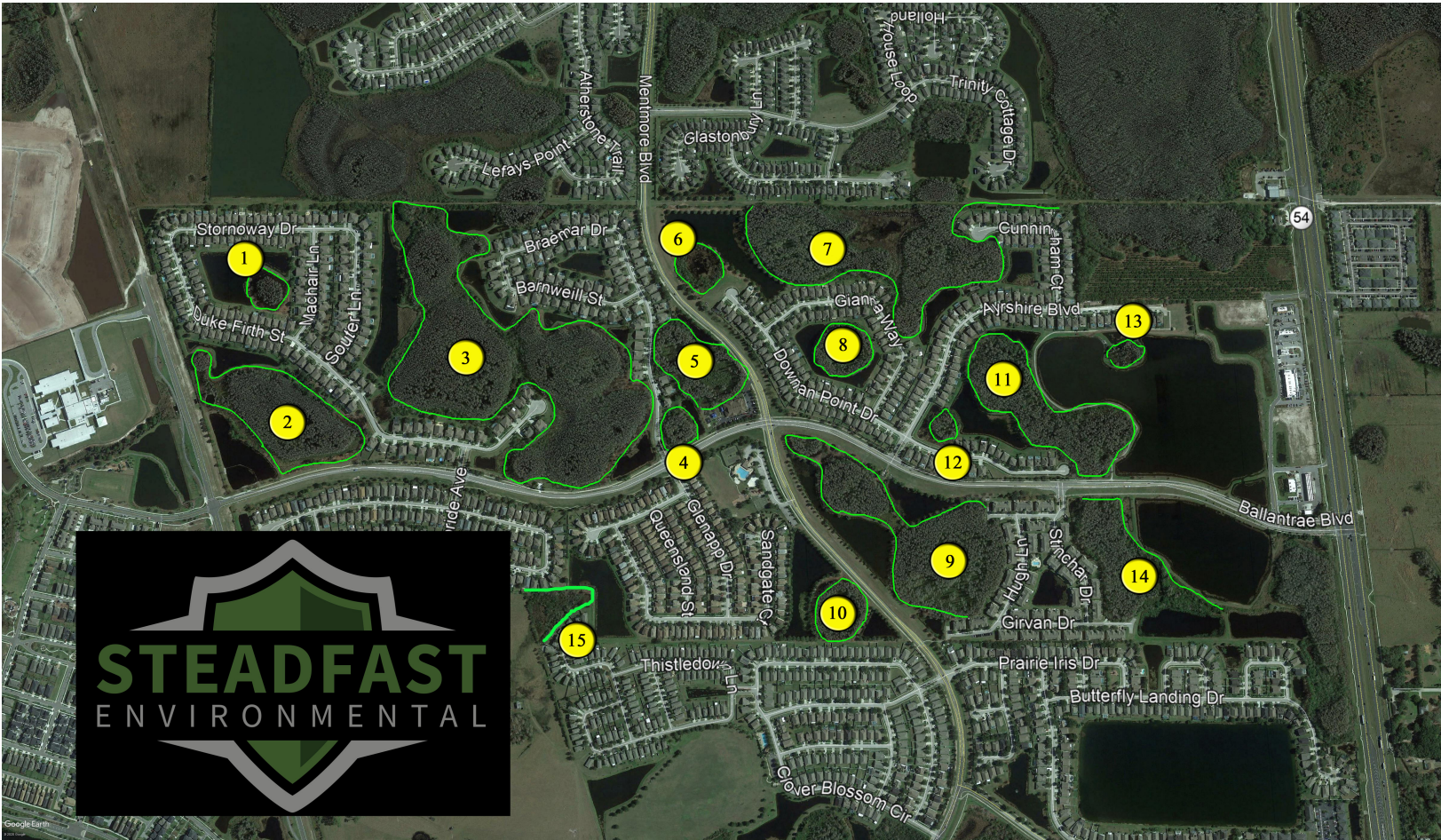
For either process we would recommend a Bahia/Rye/Bermuda grass mix solely based on the time of year.

### ***Recommendations / Action Items***

- Continue propagation of native desirable species.
- Hydroseed or Seed and Mulch area 6.

Thank You for choosing Steadfast Environmental!





Steadfast Environmental, LLC  
30435 Commerce Drive Suite 102  
San Antonio, FL 33576  
813-836-7940 | [office@SteadfastAlliance.com](mailto:office@SteadfastAlliance.com)

# EXHIBIT 6



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, October 28, 2020 at 6:30 p.m. via electronic teleconference due to  
6 COVID-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. Fleteau conducted roll call.

9 Present and constituting a quorum were:

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

14 Also present were:

15 Patricia Thibault	District Manager, DPFM Management & Consulting
16 Teeanna Kamalu	Associate Manager, DPFM Management & Consulting
17 Tonja Stewart	District Engineer, Stantec
18 Garry Kubler	Maintenance Supervisor
19 Joe Hamilton	Steadfast Environmental
20 Brian Mahar	Yellowstone Landscape

21 *The following is a summary of the discussions and actions taken at the October 28, 2020 Ballantrae CDD*  
22 *Board of Supervisors Regular Meeting.*

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

24 An audience member noted discussions he had had with Mr. Kubler regarding a splash pad project,  
25 and Mr. Fleteau recommended tabling this discussion to the next meeting as District Counsel had  
26 questions but was not present.

27 The Board discussed an attachment detailing requests from a resident, which included requests for  
28 the District or contractor to remove and replace a maple tree that had been killed from a herbicide  
29 spray treatment; the removal of a number of dead trees in the buffer zone by the same contractor;  
30 the removal of two stumps behind their lot from a previous tree removal; and permission for the  
31 residents to add soil to correct some erosion issues, encroaching on District property but restoring  
32 it to its original condition.

33 Multiple residents commented on various restrictions due to COVID-19.

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

35 The Board discussed potentially adjusting pool hours due to low activity and monitor costs, as well  
36 as opening the volleyball court, taking into consideration recent reports on COVID-19 infection  
37 rates. The Board opened the floor to public comments, primarily discussing potential hours of  
38 volleyball court operation and monitoring. The Board opted to table the discussion until the  
39 Supervisors heard back from District Counsel.

40 A. Exhibit 1: Discussion of Ballantrae Online Newsletter

41 Mr. Fleteau discussed potentially publishing shorter newsletters, as well as the possibility of  
42 incorporating Google analytics.

**FOURTH ORDER OF BUSINESS – Professional Reports**

A. District Counsel

District Counsel was not present.

B. Exhibit 2: Yellowstone Landscape Maintenance Report

➤ Exhibit 3: Consideration of Community Mulch Proposal - \$17,500.00

On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board approved the Yellowstone Landscape Community Mulch Proposal, in the amount of \$17,500.00, for the Ballantrae Community Development District.

C. Exhibit 4: DPGF October Field Operations Report

D. District Engineer

E. Steadfast Environmental

➤ Exhibit 5: Aquatics Inspection Report

➤ Exhibit 6: Conservation Inspection Report

➤ Update on Dead and Declining Trees

Following Board discussion, Mr. Fleteau requested a list of projects that staff believed needed to be done, along with costs and a schedule for each. Ms. Stewart stated that she would coordinate, and Mr. Hamilton stated that an aesthetic prioritization could be provided alongside a functionality prioritization.

**FIFTH ORDER OF BUSINESS – Administrative Matters**

A. Exhibit 6: Consideration of the Regular Meeting Minutes – September 23, 2020

Mr. Fleteau requested corrections to language in Lines 39 and 41.

On a MOTION by Mr. Levy, SECONDED by Mr. Milano, WITH ALL IN FAVOR, the Board approved the September 23, 2020 regular meeting minutes, as amended, for the Ballantrae Community Development District.

B. Exhibit 7: Acceptance of the Unaudited September Financial Statements

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

**SIXTH ORDER OF BUSINESS – Business Matters**

A. New Business

B. Old Business

➤ Update on Holiday Lighting

**SEVENTH ORDER OF BUSINESS – Staff Reports**

A. District Manager

Ms. Thibault stated that she would continue to monitor the Governor's office for any extensions to the Executive Order allowing for meetings to be conducted telephonically, additionally

advising that the Governor had indicated that local governmental entities should be prepared to meet in-person in November.

B. Maintenance Supervisor

Maintenance Supervisor was not present.

**EIGHTH ORDER OF BUSINESS – Supervisors Requests**

There being none, the next item followed.

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

There being none, the next item followed.

**TENTH 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. Levy made a motion to adjourn the meeting.

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

**BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF OCTOBER 2020**

Line Item No.	Line Title	Description	Vendor	Amount
Line 62	Replace Plants, Mulch & Trees	Community Mulch	Yellowstone Landscape	\$17,500.00

*\*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 7

# Ballantrae Community Development District

Financial Statements  
(Unaudited)

Period Ending  
October 31, 2020

# BALLANTRAE CDD

## Financial Report Summary - General Fund

As of October 31, 2020

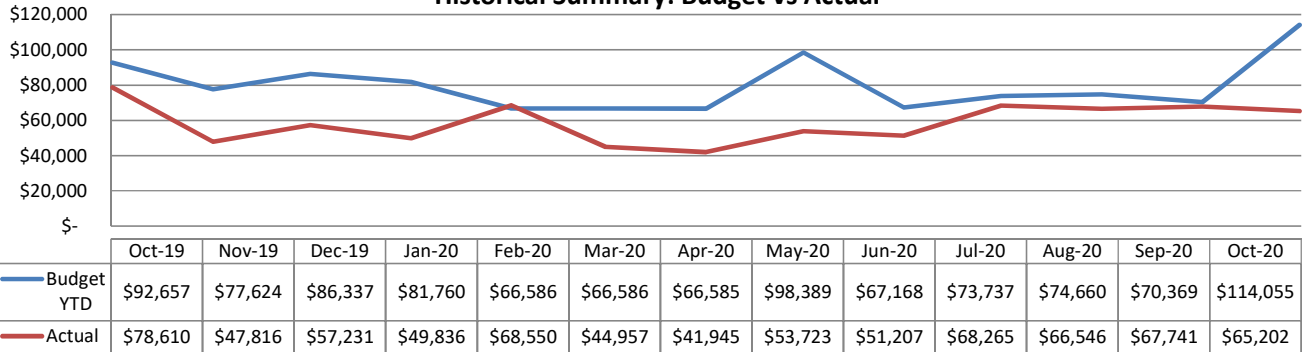
### a. FUND BALANCE:

For The Period Ending	10/31/2019 Actual	10/31/2020 Actual	Variance
CASH OPER. ACCT	\$ 196,766	\$ 361,541 (a)	\$ 164,775
CASH DEBIT CARD	2,009	1,558	(451)
INVESTMENTS	-	-	-
LESS: ACCOUNTS PAYABLE	22,004	7,139	(14,865)
DUE TO OTHER FUNDS	-	-	-
<b>NET CASH BALANCE</b>	<b>\$ 176,771</b>	<b>\$ 355,959</b>	<b>\$ 179,639</b>
UNRESERVED GF BALANCE (UN-ASSIGNED)	\$ 184,739	\$ 355,412	\$ 170,673
NONSPENDABLE PREPAID ITEM	158	1,150	992
RESERVE GF BALANCE (ASSIGNED) - OPERATIONS	-	-	-
<b>TOTAL GENERAL FUND BALANCE</b>	<b>\$ 184,897</b>	<b>\$ 356,562</b>	<b>\$ 171,665</b>

### b. REVENUE AND EXPENDITURES (FY 2021 YTD):

% TAX ASSESSMENTS COLLECTED	0% ACTUAL YEAR-TO-DATE	BUDGET YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
TOTAL REVENUE (YTD) COLLECTED	\$ -	\$ -	\$ -
EXPEND. (YTD) BEFORE OTHER SOURCES & USES	(65,202)	(114,055)	48,853
<b>NET OPERATING CHANGE</b>	<b>\$ (65,202)</b>	<b>\$ (114,055)</b>	<b>\$ 48,853</b>

### Historical Summary: Budget vs Actual





**Ballantrae CDD**  
**Balance Sheet**  
**October 31, 2020**

	GENERAL FUND	RESERVE FUND	DS-2015 FUND	TOTAL
1 <b><u>ASSETS:</u></b>				
2 CASH - OPERATING ACCTS	\$ 361,541	-	-	\$ 361,541
4 CASH - DEBIT CARD BU	1,558	-	-	1,558
6 INVESTMENTS:				
8 ASSET RESERVE	-	391,594	-	391,594
9 EMERGENCY RESERVE	-	94,588	-	94,588
10 PARK DEVELOPMENT	-	1,014,889	-	1,014,889
11 BILL PAYMENT RESERVE	-	153,726	-	153,726
13 REVENUE-SERIES 2015	-	-	52,638	52,638
14 RESERVE-SERIES 2015	-	-	222,968	222,968
15 PREPAYMENT-SERIES 2015	-	-	7,348	7,348
16 ACCOUNTS RECEIVABLE	93	-	-	93
17 ASSESSMENTS RECEIVABLE -ON ROLL	-	-	-	-
18 DUE FROM OTHER FUNDS	-	-	-	-
19 DEPOSITS	1,150	-	-	1,150
20 PREPAID ITEMS	510	-	-	510
21 <b>TOTAL ASSETS</b>	<b>\$ 364,852</b>	<b>\$ 1,654,797</b>	<b>\$ 282,954</b>	<b>\$ 2,302,603</b>
22				
23 <b><u>LIABILITIES:</u></b>				
24 ACCOUNTS PAYABLE	\$ 7,139	\$ -	\$ -	\$ 7,139
27 ACCRUED EXPENSES	-	-	-	-
28 DEFERRED REVENUE ON-ROLL	-	-	-	-
29				
30 <b><u>FUND BALANCE:</u></b>				
31 NON SPENDABLE (Deposits & Prepaid)	1,150	-	-	1,150
32				
33 ASSIGNED	-	1,654,797	282,954	1,937,751
34 UNASSIGNED	356,562	-	-	356,562
36 <b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 364,852</b>	<b>\$ 1,654,797</b>	<b>\$ 282,954</b>	<b>\$ 2,302,603</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2020 Ending October 31, 2020**

	FY 2021 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE Amended vs Actual YTD (Left to Spend)	VARIANCE YTD vs Actual YTD FAV (UNFAV)
<b>1 O&amp;M REVENUES:</b>					
2 LANDOWNER ASSESSMENTS (NET)	\$ 1,024,660	-	\$ -	\$ 1,024,660	\$ -
3 EXCESS FEES CARRYFORWARD PREVIOUS YEARS	2,812	-	-	(2,812)	-
4 CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)	175,000	-	-	(175,000)	-
5 OTHER INCOME (Access Cards & Misc )	-	-	-	-	-
6 TRANSFER IN FROM RESERVE FUNDS	-	-	-	-	-
<b>7 TOTAL REVENUE</b>	<b>1,202,472</b>	<b>-</b>	<b>-</b>	<b>846,848</b>	<b>-</b>
<b>8</b>					
<b>9 O&amp;M ADMINISTRATIVE EXPENDITURES:</b>					
<b>10 BOARD OF SUPERVISORS</b>					
11 SUPERVISOR STIPENDS	14,000	1,167	600	13,400	567
12 NEWSLETTER - BIMONTHLY PRINT & MAILING	10,000	833	-	10,000	833
13 WEBSITE SERVER & NAME	1,650	138	1,515	135	(1,378)
14 PUBLIC OFFICIALS LIABILITY INSURANCE	3,369	2,691	2,691	678	-
<b>15 MANAGEMENT SERVICES</b>					
16 ADMINISTRATIVE SERVICES	-	-	-	-	-
17 DISTRICT MANAGEMENT	58,500	4,875	4,875	53,625	-
18 FINANCIAL CONSULTING SERVICES	-	-	-	-	-
19 ACCOUNTING SERVICES	-	-	-	-	-
<b>20 ENGINEERING &amp; LEGAL SERVICES</b>					
21 DISTRICT ENGINEER	18,000	4,178	4,178	13,822	-
22 DISTRICT COUNSEL	17,300	1,442	-	17,300	1,442
<b>ADMINISTRATIVE: OTHER</b>					
24 ANNUAL FINANCIAL AUDIT	3,800	317	-	3,800	317
25 DISCLOSURE REPORT	-	-	-	-	-
26 TRUSTEES FEES	3,772	314	-	3,772	314
27 PROPERTY APPRAISER FEE	150	13	-	150	13
28 LEGAL ADVERTISING	750	63	-	750	63
29 ARBITRAGE REBATE CALCULATION	650	54	-	650	54
30 DUES: LICENSES AND FEES	1,200	175	175	1,025	-
31 COMPLIANCE WITH ADA	2,480	207	-	2,480	207
32 ADMINISTRATIVE CONTINGENCY	5,000	417	72	4,928	345
<b>33 O&amp;M ADMINISTRATIVE SUBTOTAL:</b>	<b>140,621</b>	<b>16,882</b>	<b>14,106</b>	<b>126,515</b>	<b>2,776</b>
<b>34</b>					
<b>INSURANCE</b>					
36 GENERAL LIABILITY	3,256	3,108	3,108	(148)	-
37 PROPERTY CASUALTY	14,746	14,746	15,265	519	(519)
<b>38 TOTAL INSURANCE</b>	<b>18,002</b>	<b>17,854</b>	<b>18,373</b>	<b>371</b>	<b>(519)</b>
<b>39</b>					
<b>UTILITY SERVICES</b>					
41 ELECTRIC UTILITY SERVICES	23,000	1,917	93	22,907	1,824
42 ELECTRIC UTILITY - RECREATION FACILITIES	15,000	1,250	326	14,674	924
43 ELECTRIC STREET LIGHTING	103,500	8,625	-	103,500	8,625
44 UTILITY - WATER - CLUBHOUSE & POOLS	14,000	1,167	-	14,000	1,167
45 STORMWATER ASSESSMENT	2,200	183	-	2,200	183
<b>46 TOTAL UTILITY SERVICES</b>	<b>157,700</b>	<b>13,142</b>	<b>419</b>	<b>157,281</b>	<b>12,722</b>
<b>47</b>					
<b>LAKES/PONDS &amp; LANDSCAPE</b>					
<b>49 LAKES/PONDS: CONTRACTS</b>					
50 AQUATIC CONTRACT	34,622	2,885	4,573	30,049	(1,688)
51 WETLAND BUFFER SPRAY CONTRACT	20,256	1,688	-	20,256	1,688
<b>52 LAKES/PONDS: OTHER</b>					
53 FOUNTAIN REPAIRS & MAINTENANCE	3,000	250	-	3,000	250
54 MITIGATION AREAS: MONITOR & MAINTAIN	1,500	125	-	1,500	125
55 LAKE/POND REPAIRS	10,000	833	-	10,000	833
56 INSTALL/REPLACE AQUATIC PLANTS	5,000	417	-	5,000	417
<b>57 LANDSCAPING: CONTRACTS</b>					
58 LANDSCAPE MAINTENANCE CONTRACT	144,240	12,020	-	144,240	12,020
59 LANDSCAPE SECONDARY CONTRACT	31,212	2,601	-	31,212	2,601
60 LANDSCAPE OVERSIGHT/MGMT	-	-	-	-	-
<b>61 LANDSCAPING: OTHER</b>					
62 IRRIGATION REPAIRS AND MAINTENANCE	14,000	1,167	-	14,000	1,167
63 REPLACE PLANTS, MULCH & TREES	40,000	3,333	-	40,000	3,333
64 SOD & SEED REPLACEMENT	10,000	833	-	10,000	833
65 LANDSCAPE ENHANCEMENT	-	-	-	-	-
66 EXTRA MOWINGS DURING RAINY SEASON	5,000	417	-	5,000	417
67 RUST PREVENTION FOR IRRIGATION SYSTEM	10,380	865	865	9,515	-
68 FIELD MISCELLANEOUS (INCLUSIVE OF TRAPPER)	13,000	1,083	289	12,711	795
<b>69 LAKES/PONDS &amp; LANDSCAPE TOTAL</b>	<b>342,210</b>	<b>28,518</b>	<b>5,727</b>	<b>336,483</b>	<b>22,791</b>
<b>70</b>					
<b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>					
<b>72 STREETS &amp; SIDEWALKS</b>					
73 ENTRY & WALLS MAINTENANCE	2,000	167	127	1,873	40
74 STREET/DECORATIVE LIGHT MAINTENANCE	1,000	83	-	1,000	83
75 SIDEWALK REPAIR & MAINTENANCE	1,500	125	-	1,500	125
<b>76 MAINTENANCE STAFF</b>					
77 EMPLOYEE - SALARIES	83,890	7,341	7,341	76,549	-
78 EMPLOYEE - P/R TAXES	7,171	807	807	6,364	-
79 EMPLOYEE - WORKERS COMP	3,654	2,966	2,966	688	-
80 PAYROLL FEES	1,900	158	147	1,753	11
81 EMPLOYEE- HEALTH & PHONE STIPENDS	9,600	820	820	8,780	-
82 MILEAGE	1,100	92	-	1,100	92
<b>83 STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS SUBTOTAL</b>	<b>111,815</b>	<b>12,559</b>	<b>12,207</b>	<b>99,608</b>	<b>351</b>
<b>84</b>					
<b>85 CLUBHOUSE &amp; SAFETY &amp; SECURITY</b>					

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2020 Ending October 31, 2020**

	FY 2021 ADOPTED 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	600	-	7,200	600
88 CLUBHOUSE FACILITY MAINTENANCE	9,000	753	753	8,247	-
89 CLUBHOUSE TELEPHONE/INTERNET/FAX	4,200	352	352	3,848	-
90 MISCELLANEOUS SUPPLIES (Inclusive of Debit Card)	3,500	292	-	3,500	292
91 POOL/FOUNTAIN/SPLASH PAD MAINTENANCE	10,000	833	790	9,210	44
92 POOL PERMITS	750	63	-	750	63
93 SEASONAL LIGHTING	20,000	8,050	8,050	11,950	-
94 PEST CONTROL	520	43	40	480	3
95 CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-	-	-
96 CLUBHOUSE CLEANING	-	-	-	-	-
97 CLUBHOUSE MISCELLANEOUS	7,500	625	9	7,491	616
98 SAFETY & SECURITY				-	
99 PART-TIME LAW ENFORCEMENT DETAILS	50,000	4,167	1,840	48,160	2,327
100 SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	2,167	2,167	21,333	-
101 EMPLOYEE PAYROLL TAXES	2,000	167	-	2,000	167
102 EMPLOYEE WORKER'S COMP	1,300	108	-	1,300	108
103 VIDEO SURVEILLANCE	-	-	-	-	-
104 SECURITY - OTHER (GATE SERVICE)	1,000	369	369	631	-
105 CLUBHOUSE & SAFETY & SECURITY	140,470	18,588	14,370	126,100	4,219
106					
107 O&M CONTINGENCY & CAPITAL PROJECTS					
108 O&M CONTINGENCY	78,155	6,513	-	78,155	6,513
109 ENTRANCES & OTHER PLANT REPLACEMENT	-	-	-	-	-
110 WALL & STRUCTURE PAINTING	-	-	-	-	-
111 INVASIVE & UNDESIRABLE PLANT REMOVAL	-	-	-	-	-
112 TOTAL O&M CONTINGENCY & CAPITAL PROJECTS	78,155	6,513	-	78,155	6,513
113					
114 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES	988,973	114,055	65,202	924,513	48,853
115					
116 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	213,499	(114,055)	(65,202)	1,771,361	48,853
117					
118 OTHER FINANCING SOURCES AND (USES)					
119 RESERVES TRANSFERS OUT-OTHER FINANCING USES					
120 EMERGENCY RESERVE	90,000	-	-	90,000	-
121 ASSET RESERVE	47,500	-	-	47,500	-
122 BILL PAYMENT RESERVE	-	-	-	-	-
123 PARK DEVELOPMENT RESERVE	76,000	-	-	76,000	-
124 TOTAL OTHER FINANCING SOURCES & USES	213,500	-	-	213,500	-
125					
126 O&M TOTAL EXPENDITURES	1,202,473	114,055	65,202	1,138,013	48,853
127					
128 NET CHANGE IN FUND BALANCE	(1)	(114,055)	(65,202)	1,984,861	48,853
129 BEGINNING FUND BALANCE GENERAL FUND (adjusted for FY20)	-	-	422,916	-	422,916
130 LESS FUND BALANCE FORWARD	-	-	-	-	-
131 ENDING FUND BALANCE GENERAL FUND	(1)	(114,055)	357,713	1,984,861	471,769
132 ENDING FUND BALANCE - RESERVE FUND (Stmt 2)	1,710,380	-	-	-	-
133 TOTAL FUND BALANCE - GENERAL & RESERVE FUNDS					
134 ADJUSTED FUND BALANCE	\$ 1,710,379	\$ (114,055)	\$ 357,712	\$ 1,984,861	\$ 471,769



**Ballantrae CDD**  
**Reserve Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2020 Ending October 31, 2020**

	FY 2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUE</b>				
<b>INTEREST REVENUE</b>				
MMK - PARK DEVELOPMENT (interest)	\$ -	-	\$ 86	\$ 86
MMK - ASSET RESERVE (interest)	-	-	33	33
MMK - EMERGENCY RESERVE (interest)	-	-	8	8
MMK - BILL PAYMENT RESERVE (interest)	-	-	13	13
INTEREST EARNINGS	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>140</b>	<b>140</b>
<b>RESERVES EXPENDITURES</b>				
EMERGENCY RESERVE	-	-	-	-
ASSET RESERVE	-	-	-	-
PARK DEVELOPMENT RESERVE	-	-	-	-
PROJECTS (Contingency)	-	-	-	-
<b>TOTAL RESERVES EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>140</b>	<b>140</b>
<b>OTHER FINANCING SOURCES</b>				
TRANSFER IN - PARK DEVELOPMENT	76,000	-	-	-
TRANSFER IN - BILL PAYMENT	-	-	-	-
TRANSFER IN (OUT) - ASSET RESERVE	47,500	-	-	-
TRANSFER IN (OUT) - EMERGENCY RESERVE	90,000	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>213,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>213,500</b>	<b>-</b>	<b>140</b>	<b>140</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>1,654,657</b>	<b>1,654,657</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 213,500</b>	<b>\$ -</b>	<b>\$ 1,654,797</b>	<b>\$ 1,654,797</b>

	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
RESERVE BALANCE SUMMARY							
PARK DEVELOPMENT	175,000	787,486	175,000	-	962,486	1,038,486	76,000
ASSET RESERVE	41,878	397,872	46,600	(55,204)	389,268	436,768	47,500
EMERGENCY RESERVE	-	227,660	20,000	(145,254)	102,406	192,406	90,000
BILL PAYMENT RESERVE	-	151,206	-	-	151,206	151,206	-
	216,878	1,564,224	241,600	(200,458)	1,605,366	1,818,866	213,500

**Ballantrae CDD**  
**Debt Service Fund -Series 2015**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For The Period Beginning October 1, 2020 Ending October 31, 2020**

	<b>FY 2021 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
ASSESSMENT - ON-ROLL	\$ 557,421	557,421	\$ -	\$ (557,421)
ASSESSMENT DISCOUNTS	-	-	-	-
LOT CLOSINGS	-	-	-	-
INTEREST EARNINGS	-	-	12	12
<b>TOTAL REVENUE</b>	<b>557,421</b>	<b>557,421</b>	<b>12</b>	<b>(557,409)</b>
<b>EXPENDITURES</b>				
INTEREST NOV 2021	-	-	114,836	(114,836)
INTEREST MAY 2021	112,964	119,214	-	119,214
INTEREST NOV 2021	108,881	108,881	-	108,881
PRINCIPAL RETIREMENT MAY 2021	335,000	335,000	-	335,000
PRINCIPAL PREPAYMENT	-	-	-	-
<b>TOTAL CONTINGENCY</b>	<b>556,845</b>	<b>563,095</b>	<b>114,836</b>	<b>563,095</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>576.00</b>	<b>(5,674)</b>	<b>(114,824)</b>	<b>5,686</b>
<b>OTHER FINANCING SOURCES</b>				
TRANSFER-IN	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>576</b>	<b>(5,674)</b>	<b>(114,824)</b>	<b>5,686</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>397,778</b>	<b>397,778</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 576</b>	<b>\$ (5,674)</b>	<b>\$ 282,954</b>	<b>\$ 403,464</b>

**Ballantrae CDD**  
**Bank Reconciliation**  
**October 31, 2020**

	8417 BU Acct	HB Acct	Consolidated Oper accts
Balance Per Bank Statement	\$ 472.53	\$ 368,268.79	\$ 368,741.32
Less: Outstanding Checks	-	(7,200.73)	(7,200.73)
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 472.53</u></b>	<b><u>\$ 361,068.06</u></b>	<b><u>\$ 361,540.59</u></b>
Beginning Cash Balance Per Books	\$ 494.53	\$ 430,928.98	\$ 431,423.51
Deposits / Transfer	2,500.00	-	2,500.00
Transfer From to Debit Card	(2,522.00)	-	(2,522.00)
Cash Disbursements	-	(69,860.92)	(69,860.92)
<b><i>Balance Per Books</i></b>	<b><u>\$ 472.53</u></b>	<b><u>\$ 361,068.06</u></b>	<b><u>\$ 361,540.59</u></b>



**BALLANTRAE CDD**  
Check Register  
FY2021

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
09/30/2020		<b>EOY Balance Hancock Bank</b>		<b>0.00</b>	<b>106,523.70</b>	<b>430,928.98</b>
10/02/2020	ACH100220	Bright House Networks	9/12 - 10/11 - Internet/Phone - 17611 Mentmore Blvd		351.94	430,577.04
10/06/2020	2212	DLTD Solutions Inc.	Admin Fee - September 25,26,27,29		280.00	430,297.04
10/06/2020	2213	Douglas Guy	Admin Fee - September 25, 29 October 1,3,5		1,120.00	429,177.04
10/06/2020	2214	Duke Energy	9/1 - 10/1 17835 State Rd 54		8,479.22	420,697.82
10/06/2020	2215	Egis Insurance Risk Advisors	Workers Comp #WC100120657 10/1/20 - 10/1/2021		2,966.19	417,731.63
10/06/2020	2216	Gary L. Kubler	Reimbursement for invoices paid with personal CC		256.10	417,475.53
10/06/2020	2217	Innersync	Web Hosting & ADA Compliance		1,515.00	415,960.53
10/06/2020	2218	Poolsure	Pool Maint - Oct		520.74	415,439.79
10/06/2020	2219	Stantec Consulting Services, Inc.	Engineering Svcs thru 9/18/20		3,932.00	411,507.79
10/06/2020	2220	Steadfast Environmental, LLC	Lake & Pond Maint - October		4,573.15	406,934.64
10/06/2020	2221	Stephen Glen Dachs	Security September 27		360.00	406,574.64
10/06/2020	2222	Suncoast Rust Control, Inc	Rust Prevention - September		865.00	405,709.64
10/06/2020	2223	Tropicare Termite and Pest Control	Pest Control - September		40.00	405,669.64
10/06/2020	2224	William McLaughlin	Security -September 26		360.00	405,309.64
10/09/2020	2225	Egis Insurance Risk Advisors	Insurance - Renewal 2021		21,064.00	384,245.64
10/09/2020	10092020DD	Louis G Falcon	9/21 - 10/4 - Pool Monitor		304.76	383,940.88
10/09/2020	10092020DD	Gary L. Kubler	9/21 - 10/4		1,541.81	382,399.07
10/09/2020	10092020DD	Michael Obanion	9/21 - 10/4		706.49	381,692.58
10/09/2020	10092020DD	Dustin J Smith	9/21 - 10/4		1,456.31	380,236.27
10/09/2020	10092020DD	Anthony Vadalabene	9/21 - 10/4		721.11	379,515.16
10/09/2020	10092020DD	Kristy R. Kirk	9/21 - 10/4 - Pool Monitor		147.76	379,367.40
10/09/2020	38	Richard Levy	BOS Mtg. - 9/23		200.00	379,167.40
10/09/2020	39	Christopher Milano	BOS Mtg. - 9/23		200.00	378,967.40
10/09/2020	10092020DD	Cecilio A. Thomas Jr.	BOS Mtg. - 9/23		200.00	378,767.40
10/09/2020	10092020DD	Dustin J. Smith	Overtime pay		123.60	378,643.80
10/09/2020	10092020ACH	Innovative Employer Solutions	9/21 - 10/4		1,279.25	377,364.55
10/09/2020	10092020ACH	Innovative Employer Solutions	9/21 - 10/4 overtime		126.45	377,238.10
10/12/2020	10092020DD	James Plateau	BOS Mtg. - 9/23		200.00	377,038.10
10/12/2020	2226	Illuminations Holiday Lighting	Holiday Lighting 50% deposit		8,050.00	368,988.10
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 17524 Hugh Ln		177.20	368,810.90
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28/ - 17611 Mentmore Blvd Rec Bldg		941.58	367,869.32
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 - 3633 Duke Firth St Entry Lite		32.27	367,837.05
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 - 17700 Glennapp Dr. Entry Tower		30.71	367,806.34
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 2800 Ballentrae Blvd Pump Pond		1,143.08	366,663.26
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 17650 Ayshire Blvd Entry Tower		25.28	366,637.98
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 - 3542 Ballantrae Blvd Well Pump		60.71	366,577.27
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 - 17626 Glenapp Dr Irr		24.64	366,552.63
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 2500 Ballantrae Blvd Lite Entrance		94.66	366,457.97
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 3643 Duke Firth Street Irrigation		15.06	366,442.91
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 17600 Stinchar Dr Entry Tower		88.47	366,354.44
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 3351 Downan Point Dr Well		28.43	366,326.01
10/20/2020	10202020ACH	Duke Energy	8/27 - 9/28 - 2131 Ballantrae Blvd Irr		77.12	366,248.89
10/22/2020	10222020ACH	Pasco County Utilities Services Branch	10/1 - 10/31 - Email		88.53	366,160.36
10/22/2020	10222020ACH	Pasco County Utilities Services Branch	8/19 - 9/18 Ballentrae & Mentore		237.90	365,922.46
10/23/2020	10232020DD	Louis G Falcon	10/5 - 10/18 - Pool Monitor		124.67	365,797.79
10/23/2020	10232020DD	Kristy R. Kirk	10/5 - 10/18 - Pool Monitor		147.76	365,650.03
10/23/2020	10232020DD	Gary L. Kubler	10/5 - 10/18		1,238.38	364,411.65
10/23/2020	10232020DD	Michael Obanion	10/5 - 10/18 - Pool Monitor		706.49	363,705.16
10/23/2020	10232020DD	Dustin J Smith	10/5 - 10/18		930.17	362,774.99
10/23/2020	10232020DD	Anthony Vadalabene	10/5 - 10/18 -		721.11	362,053.88
10/23/2020	10232020ACH	Innovative Employer Solutions	10/5 - 10/18		985.82	361,068.06
10/31/2020		<b>EOM Balance Hancock Bank</b>		<b>0.00</b>	<b>69,860.92</b>	<b>361,068.06</b>

# EXHIBIT 8



Proposal #96130

Date: 11/11/2020

From: Brian Mahar

## Proposal For

Ballantrae CDD

c/o 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

2020 Annual Winter Rotation

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Winter Mix Annuals	2304.00	\$1.50	\$3,456.00
Annual Bed Soil Replenishment	7.00	\$15.07	\$105.48

## Client Notes

Please see the price to remove the old declining annuals and install new fall flowers. New soil and irrigation adjustments will be completed as well.

Signature

x

SUBTOTAL	\$3,561.48
SALES TAX	\$0.00
TOTAL	\$3,561.48

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 charged 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





Proposal #96155

Date: 11/11/2020

From: Brian Mahar

Proposal For

Ballantrae CDD

c/o 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

Entry Sod Replacement

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
General Labor	1.00	\$156.15	\$156.15
St Augustine Sod	1.00	\$242.50	\$242.50

Client Notes

Yellowstone will remove the declined turf at the exit side of the entry median. We will then replace the old turf with new St Augustine sod. Irrigation adjustments will be made.

Signature

x

SUBTOTAL	\$398.65
SALES TAX	\$0.00
<b>TOTAL</b>	<b>\$398.65</b>

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