

MINUTES OF MEETING

***BALLENTRAE HILLSBOROUGH COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Tuesday, March 9, 2021 at 6:30 p.m.
Virtual Meeting***

Board Members present at roll call:

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| Lakesha Mixon | Board Member |
| Michael Cole | Board Member |
| Timothy Peterson | Board Member |
| Shamekia Keaton | Board Member |
| Chanda Jones | Board Member |

Also Present:

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|-------------------|--------------------------------|
| Cory Ringley | Excelsior Community Management |
| Linda Springfield | Excelsior Community Management |

FIRST ORDER OF ADMINISTRATION

Call to Order and Roll Call

The meeting was called to order at 6:30pm. The Board Members and staff in attendance are outlined above.

SECOND ORDER OF ADMINISTRATION

Public Comment Period

There was no one from the public in attendance.

THIRD ORDER OF ADMINISTRATION

**Consideration of the minutes from
the January 12, 2021 Board of
Supervisors Meeting**

On MOTION by Mr. Cole, seconded by Ms. Mixon, with all in favor, the Board approved the January 12, 2021, Board of Supervisors Meeting Minutes.

FIRST ORDER OF BUSINESS

**Ratification of Payment
Authorization No. 193**

These are the invoices that were paid since the last meeting.

On MOTION by Mr. Cole, seconded by Ms. Keaton, with all in favor, the Board approved Ratification of Payment Authorization No. 193.

SECOND ORDER OF BUSINESS

January Financials

Mr. Cole asked for details on charges for janitorial services in the restroom and clubhouse area with it being closed. Mr. Cole also asked for update as to if the playground equipment has been paid off. Mr. Cole wanted more information on payment line items for Landscaping, Pool Equipment, General Grounds, General Clubhouse, January Items and February Items.

THIRD ORDER OF BUSINESS

FY 2022 Budget

Mr. Ringley shared the FY 2021 Budget and asked if the board would like to consider any changes or improvement ideas to add to the FY 2022 Budget. The board will look over the budget and suggest any line items they would like to see for the next fiscal year.

OTHER BUSINESS

Ms. Keaton asked about the broken lock on the dog park gate and Mr. Ringley believes it was fixed that morning, will send Board email with update.

STAFF REPORTS

Landscape Report –

Ted Swanson – Mr. Swanson gave the Board a monthly service report and summary of his plan of action. Mr. Swanson explained that the annuals were replaced three weeks early due to the two frosts which set them back. All agree that the annuals at the front entrance look great; however, the rear right bed has never thrived and he has been supplementing the soil to correct the problem.

District Manager-

1. Clubhouse Facade – Mr. Ringley met with Cornerstone who removed all the stone on the atrium. Further work is pending until it is determined which entity is responsible for repair between the architect, builder and subcontractor. Ms. Mixon asked if the CDD can fix the stone and then be compensated by the responsible entity. Mr. Ringley advises that Chapter 558 states that you cannot fix it yourself and then ask for recompense if the responsible party is not given an opportunity to remedy the issue first.

2. Pool Reopening – The pool was deemed safe to temporarily reopen March 6, 2021.
3. Pool Furniture – The furniture was delivered to Excelsiors office on January 18th. Excelsior delivered the pool furniture to the reopened clubhouse on March 8, 2021; however, only half of it was set out following CDC guidelines. More will be added and safely socially distanced until the Florida State of Emergency for Covid-19 has ended.
4. District Emails – New emails were set up March 8, 2021. Mr. Cole asked if previous emails will be merged with new emails. Mr. Ringley confirmed that old emails would be stored on the Districts server but not merged with the new emails.

SUPERVISOR REQUESTS

Mr. Cole requested the names of the plants in the lake area. Mr. Peterson asked if the new emails included Microsoft Office; Mr. Ringley will give an email update on both questions as well as the questions regarding the January Financials.

On motion by Ms. Keaton, seconded by Mr. Cole, the Board adjourned the March 9, 2021 Board of Supervisors meeting at 7:06 pm.

Secretary / Assistant Secretary

Chairman / Vice Chairman