

Ballantrae Condominium Association Board of Directors Meeting

DATE: June 15, 2022 **TIME:** 6:30 pm.
LOCATION: Gulf Gate Library, Meeting Room A

Board Members Present: David Dicke, Pat Boustedt, Drew Lowther, Michel Glower.
Quorum established.

Attendees: Mike Miller, Manager; 15 Residents.

Call to Order: The meeting was called to order by David Dicke at 6:30 p.m. Roll Call: Four board members present (David, Drew, Michel and Pat)

Update by President: Delila ill in Minneapolis and having trouble breathing. Being evaluated by physicians. Suggested a prayer for her well being.

Agenda Items:

Reports of Officers and Committees

President

David Dicke announced that Kathleen Lyden, a new member of the community, has been made Special Projects Manager. Kathleen volunteered to do this. She is Principal of Smart Energy Management and her first agenda item will be to negotiate on Comcast. She will send out a survey to all residents to ask their current usage of Comcast.

Drew moved to approve the request and Pat seconded. Moved and approved 4-0.

Request for approval of the April 20, 2022 minutes. Drew moved for approval, Pat seconded. Passed 4-0. There were no changes.

Request for approval of the previous May 18th minutes. Resident had changes to the minutes (Sue Frazzini has not agreed to lead the Architectural Review committee); this will be revised and presented for approval at next board meeting.

Vice President

Drew Lowther reported the exterior inspections are almost complete and Grandfathering (or "clean slate") letter will be going out in the next few weeks; unit alterations are scheduled to be grandfathered as of July 1st. The procedures proposed by the Architectural Review committee will go into effect at that time; please see the Vice President report for the form and procedures. Further discussion for ARC draft review processes, indemnification and community to review at some point soon. Also mentioned was an orientation booklet to identify residents' separate entities and common areas/whom takes care of what.

Sue Frazzini has volunteered **to consider** leading the committee. Additional volunteers will be recruited. Drew is the board liaison to the committee.

Secretary

Nothing to report except giving the Grounds Report Update for Lin Dunn who was not available.

Treasurer

Michel Glower reminded everyone that monthly financials are posted on the web and financials are out there for May. We are still under budget except for legal. Starting to catch up. Minimal expenditures the last couple of months. Still under budget for landscaping but we are going to catch up on that one as we get into the tree trimming and summer landscaping occurs. Continue on budget for building and improvements.

Buildings

Gordy Shonka is working on building issues and said that year to date these expenses are about \$13,000 under budget so we are doing good to stay on track. Dreux- Isaac came to visit, did an onsite inspection on June 1 for the reserve study this year so we are looking forward to a preliminary report pretty soon. Lane and Gordy took a drive around the neighborhood and evaluated the condition of every driveway here. Received a pricing from Cash Jacobs who does our concrete work. There is a handout for each villa. There were also 3 villa leaks and Southern Florida Roofing did the repair but one needs more. The concrete posts on the bridge into Ballantrae are crumbling and need to be replaced with wood.

Grounds

As Lin Dunn our Grounds Committee chairman is unavailable, his report was given by Pat and the full report is attached to these minutes.

Motion made by Michel to approve the tree trimming contract from Troyers. Drew seconded. All approved 4-0.

Rules and Regulations

Ken Rowland has returned from travel. Some concerns raised about cars and overnight parking. Should be noted to Ken who will address. Rules and Regs allow for some leeway for how long visitor can park.

A resident reported several infractions which the board will handle.

Unfinished Business

The board approved a contract with RamJack a while ago but they did not notify us that they had never received our signed document (sent on May 5th). Sent another copy which they received and working Carnoustie into their schedule.

Tree Contract was approved on an emergency basis; the board voted to affirm this emergency approval. Motion offered by Drew; Michel seconded. Approved 4-0.

New Business

A request was received from Unit 25 to take out privacy screen around outside shower of unit B. This had been approved between meetings on an emergency basis. Michel made a motion to affirm this emergency approval, Drew seconded. Approved 4-0.

A request was received from unit 2-A for authorization to replace 2 windows and patio doors. They have already replaced most of their other windows. Using New South Windows. Motion to approve made by Drew, seconded by Pat, passed 4-0.

Bathroom, part of wall behind the toilet and window in the Gatehouse needs repairing/replacing. Fix up this area, replace toilet & sink and upgrade A/C unit. Josh Jacobs sent an estimate and we have a reserve line item for that. Estimate \$1675. Motion to approve made by Drew, seconded by Michel, passed 4-0.

A resident suggested a shade or film should be placed on front window of gate house to reduce solar oven effect.

Adjournment: Drew and Michel seconded. Motion passed 4-0.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Patricia Boustedt, Secretary

Date: July 15, 2022

Treasurer's Report

June 15, 2022 Board Meeting

May financials have been uploaded to the web.

Highlights of year-to-date 2022:

- We continue to be over budget YTD on legal and accounting but are starting to catch up as recent months have had minimal legal expenses. No legal expense booked in May.
- Under budget on Landscaping, but we expect to catch up as the usual summer landscaping occurs
- Continue to be under budget on Buildings/Improvements
- YTD expenses are a total of \$13,265 under budget



Expenditures from Reserves are proceeding as scheduled:

- Four buildings had trellis beams replaced
- Four buildings were repainted
- Engineering work completed for sinking concrete driveway

Dreux-Isaac visited June 1 to inspect the property for the reserve study this year; preliminary report is forthcoming

Takeaway:

We will continue spending carefully and expect to be within budget for a good 2022.

Respectfully submitted,

Michel Glower
Treasurer

BALLANTRAE

GROUNDS COMMITTEE REPORT

BOARD MEETING 06/15/2022

Sorry that I have chosen not to be with you tonight and have asked a board member to read my report.

I feel that it's in the best interest of the board that I work behind the scenes as to not add extra friction to these meetings.

We were on the right track in obtaining three bids for the palm work needed on the property until the rain came and we lost a large Royal Poinciana behind the villas at the corner of Gleneagle and Carnoustie. The tree fell due to significant root rot caused by Ganoderma. This fungi is infecting our palms and now our hardwoods throughout the association.

The board approved emergency action which made funds available to remove the infected tree and others throughout the community. Now that this has been completed, I had to contact our three bids and request updated estimates, since the emergency removal did include some of the palms on our initial estimates.

I have now submitted three bids and recommend that the board approve the proposal from Troyer's Tree service. This proposal will take care of the trimming of our palms over 14 feet and the trimming of hardwoods in the association that individual homeowners and arborists interviewed have voiced concerns over. These trees will include but are not limited to units 6D, 5A, 17A, 27D and 27C.

I would also like the homeowners to provide input of what they would like to see at our main entrance. The wood timbers that hold the dirt in place are rapidly deteriorating and we need to replace them soon. I was thinking of a small 9" brown flagstone border that would last and not rot, but your recommendations are appreciated.

Dave, Michel and I attended a community HOA meeting at the Carlisle Inn last week where landscaping was the main topic. The guest speaker recommended that we shorten our irrigation cycle and have it run twice throughout the community. This would allow time for the ground to absorb the water and prevent run-off like we are seeing. This will also help the center island of our entrance before and after the guard gate,

Several homeowners have reached out to me since our last board meeting with landscaping issues. I hope that my immediate response and follow-up addressed your concerns, but if not please let me know. I also need to apologize for my misinformation with the trimming schedule. The dates circled on the calendar posted at our mailboxes are for the week of, not the actual date as I was originally told.

I appreciate your patience with me as we work together to address postponed landscaping issues and I now get to concentrate on the new plantings for Royal Birkdale, since the painting project is now complete.

My name, number and email address are posted at each mailbox, so please do not hesitate to email or call with any questions or concerns. This is a wonderful and beautiful community and I want everyone to be able to take pride in it.

Thank you!

BALLANTRAE DRIVEWAY REPORT 6-10-22

CONDITION

(SUBMITTED BY GORDON SHONKA)

Unit	Last Name	Address	SIZE	1	2	3	4
01-A	Curry	3612 Muirfield Drive					
01-A	Ramirez	3612 Muirfield Drive	19x27 513 #				X
01-B	Horn	3620 Muirfield Drive	16x24 384			X	
01-C	Grigg	3626 Muirfield Drive	16x24 384			X+	
01-D	Smith	3636 Muirfield Drive	19x27 513			X	
02-A	Nordquist	3644 Muirfield Drive	19x27 513 #			X	
02-B	Josko	3652 Muirfield Drive	16x24 384		X		
02-C	Foster	3660 Muirfield Drive	16x24 384			X	
02-D	Leban	3668 Muirfield Drive	19x29 551	X			
03-A	Clymore	3639 Muirfield Drive	19x27 513 #			X	
03-B	Westra	3631 Muirfield Drive	16x24 384			X	
03-C	Grasham	3623 Muirfield Drive	16x24 384		X		
03-D	Alberti	3615 Muirfield Drive	19x27 513			X	
04-A	Robinson	3671 Muirfield Drive	19x28 532 #			X	
04-B	Dicke	3663 Muirfield Drive				X	
04-B	Dicke	3663 Muirfield Drive	16x25 400			X	
04-C	Seaman	3655 Muirfield Drive	16x25 400			X	
04-D	Lowther	3647 Muirfield Drive	19x35 665			X	
05-A	Press	7491 Carnoustie Drive	19x27 513 #			X+	
05-B	Stevens	7483 Carnoustie Drive	16x24 384			X	
05-C	Brakus	7475 Carnoustie Drive	16x24 384			X	
05-D	Welch	7467 Carnoustie Drive	19x27 513			X	
06-A	Cadwell	7459 Carnoustie Drive				X+	
06-A	Cadwell	7459 Carnoustie Drive	19x27 513 #			X+	
06-B *	Slager	7451 Carnoustie Drive				X+	
06-B **	Pellegrino	7451 Carnoustie Drive	16x24 384			X+	
06-C	Velardi	7443 Carnoustie Drive	16x24 384			X	
06-D *	Sago	7435 Carnoustie Drive				X	
06-D **	Fortner	7435 Carnoustie Drive	19x27 513			X	
07-A	Moore	7427 Carnoustie Drive	19x29 551 #			X	
07-B	McKinnon	7419 Carnoustie Drive	16x25 400			X	
07-C	Bibby	7411 Carnoustie Drive	16x25 400		X		
07-D	Ogilvie	7403 Carnoustie Drive	19x29 551		X		
08-A	Castoria	3670 Gleneagles Drive	19x30 570 #			X	
08-B	Skye	3678 Gleneagles Drive				X	
08-B	Bezona	3678 Gleneagles Drive	16x25 400			X	
08-C	Boyd	3686 Gleneagles Drive				X	
08-C	Morlock	3686 Gleneagles Drive	16x25 400			X	
08-D	Ramsay	3694 Gleneagles Drive	19x30 570			X	
09-A	Verona	3606 Gleneagles Drive	19x28 532 #	X			
09-B	Toney	3614 Gleneagles Drive	16x25 400	X			
09-C	Gwillim	3622 Gleneagles Drive	16x25 400	X			
09-D	McDevitt	3630 Gleneagles Drive					
09-D	McDevitt	3630 Gleneagles Drive	19x28 532	X			

GLOSSARY OF CONDITIONS

PAGE 1

- 1) NO CRACKS
- 2) 1-3 CRACKS
- 3) 4-6 CRACKS
- 4) 7 OR MORE CRACKS + OTHER DAMAGE

					CONDITION			
Unit	Condition	Address	SIZE		1	2	3	4
10-A	Harland	3638 Glencroes Drive	19 x 32	608 ^φ	X			
10-B	Fairchild	3646 Glencroes Drive	16 x 28	448	X			
10-C	Fairchild	3646 Glencroes Drive	16 x 25	400	X			
10-D	Melner	3662 Glencroes Drive	19 x 27	513	X			
11-A	* Brill	3633 Glencroes Drive						
11-A	* Gallagher	3633 Glencroes Drive						
11-A	** Bready	3633 Glencroes Drive	19 x 27	513 ^φ	X			
11-B	Moran	3625 Glencroes Drive	16 x 24	384	X			
11-C	Boustead	3617 Glencroes Drive	16 x 24	384			-X	
11-D	Menager	3609 Glencroes Drive						
11-D	Dunn	3609 Glencroes Drive	19 x 27	513			X	
12-A	Miller	3665 Glencroes Drive	19 x 27	513 ^φ		X		
12-B	Kinsman	3657 Glencroes Drive	16 x 24	384		X		
12-C	Bradley	3649 Glencroes Drive	16 x 24	384			-X	
12-D	Lyden	3641 Glencroes Drive	19 x 27	513			X	
14-A	Fairclough	3697 Glencroes Drive	19 x 28	532 ^φ			X	
14-B	Donnelly	3689 Glencroes Drive	16 x 25	400			X	
14-C	Hall	3681 Glencroes Drive	16 x 25	400			X	
14-D	Trzos	3671 Glencroes Drive	19 x 28	532			X	
15-A	Strattard	7350 Royal Birkdale Dr	19 x 23	437 ^φ		-X		
15-B	Pryziak	7358 Royal Birkdale Dr						
15-B	Pryziak	7358 Royal Birkdale Dr	16 x 20	320		-X		
15-C	* Pywell	7366 Royal Birkdale Dr						
15-C	* Doran	7366 Royal Birkdale Dr						
15-C	** Krushing	7366 Royal Birkdale Dr	16 x 20	320	X			
15-D	Trahenas	7374 Royal Birkdale Dr	19 x 23	437		X		
16-A	McGuinness	7318 Royal Birkdale Dr	19 x 23	437 ^φ	X			
16-B	Wright	7326 Royal Birkdale Dr	16 x 27	432	X			
16-C	Jones	7334 Royal Birkdale Dr	16 x 27	432	X			
16-D	Woods	7342 Royal Birkdale Dr	19 x 29	551	X			
17-A	Warfield	7339 Royal Birkdale Dr	19 x 34	646 ^φ		X		
17-B	Distasio	7331 Royal Birkdale Dr	16 x 34	544		-X		
17-C	Doran	7323 Royal Birkdale Dr	16 x 26	416	X			
17-D	Henderson	7315 Royal Birkdale Dr	19 x 22	418	X			
18-A	Dye	7371 Royal Birkdale Dr	19 x 25	475 ^φ	X			
18-B	Pierce	7363 Royal Birkdale Dr	16 x 23	368	X			
18-C	Davis	7355 Royal Birkdale Dr	16 x 23	368		X		
18-D	* Jungdwalia	7347 Royal Birkdale Dr						
18-D	* Kagalwala	7347 Royal Birkdale Dr						
18-D	** Alexander	7347 Royal Birkdale Dr	19 x 26	494	X			

GLOSSARY OF CONDITIONS

- 1) NO CRACKS 3) 4-6 CRACKS
 2) 1-3 CRACKS 4) 7 OR MORE CRACKS + OTHER DAMAGE

CONDITION

UNIT	OWNER	Address	SIZE	1	2	3	4
19-A	Jenckas	3710 Ballantrae Drive	19x27 513 [#]			X	
19-A	Allen	3710 Ballantrae Drive	19x27 513 [#]			X	
19-B	Strobel	3718 Ballantrae Drive	16x24 384	X			
19-C	Frank	3726 Ballantrae Drive	16x24 384	X			
19-D	* Danna	3734 Ballantrae Drive	19x27 513			-X	
19-D	** Paulson	3734 Ballantrae Drive	19x27 513			-X	
20-A	Davis	7344 Killarney Drive	19x27 513 [#]			-X	
20-B	Vega	7352 Killarney Drive	16x24 384			-X	
20-C	* Callaghan	7360 Killarney Drive	16x24 384				
20-C	** Antonelli	7360 Killarney Drive	16x24 384	X			
20-D	Kanyon	7368 Killarney Drive	19x27 513		X		
RECTOR							
21-A	Glower	7312 Killarney Drive	19x35 560 [#]	X			
21-A	Williams	7312 Killarney Drive	19x35 560 [#]	X			
21-B	Clark	7320 Killarney Drive	16x24 384			-X	
21-B	Niostatad	7320 Killarney Drive	16x24 384			-X	
21-C	Grubbs	7328 Killarney Drive	16x24 384	X			
21-D	Cesare	7336 Killarney Drive	19x28 532	X			
22-A	Fernandez	3742 Ballantrae Drive	19x27 513 [#]		X		
22-B	Arney	3750 Ballantrae Drive	16x24 384		-X		
22-C	Singer	3758 Ballantrae Drive	16x24 384	X			
22-D	Valera	3766 Ballantrae Drive	19x27 513			-X	
23-A	Eubanks	3774 Ballantrae Drive	19x28 532 [#]			-X	
23-A	Eubanks	3774 Ballantrae Drive	19x28 532 [#]			-X	
23-B	Walbrink	3782 Ballantrae Drive	16x25 400			-X	
23-C	Haug	3790 Ballantrae Drive	16x26 416			-X	
23-D	Boyd	3798 Ballantrae Drive	19x33 627	X			
24-A	Drylanski	3806 Ballantrae Drive	19x41 779 [#]	X			
24-B	Buckler	3814 Ballantrae Drive	19x41 779	X			
25-A	Malik	7389 Ballantrae Place	19x27 513 [#]	X			
25-B	Furtado	7381 Ballantrae Place	16x24 384	X			
25-C	Chay	7373 Ballantrae Place	16x24 384	X			
25-D	Butler	7365 Ballantrae Place	19x27 513	X			
26-A	Netto	7357 Ballantrae Place	19x27 513 [#]	X			
26-B	Walrath	7349 Ballantrae Place	16x24 384			-X	
26-C	Appel	7341 Ballantrae Place	16x24 384	X			
26-D	Hull	7333 Ballantrae Place	19x27 513	X			
26-D	Hull	7333 Ballantrae Place	19x27 513	X			
27-A	Shonka	7325 Ballantrae Place	19x38 722 [#]			-X	
27-A	Shonka	7325 Ballantrae Place	19x38 722 [#]			-X	
27-B	Rowland	7317 Ballantrae Place	16x29 464	X			
27-C	Hopkins	7309 Ballantrae Place	16x27 432	X			
27-D	Frazzini	7301 Ballantrae Place	19x32 608		X		

GLOSSARY OF CONDITIONS

- | | |
|---------------|------------------------------------|
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