

**Ballantrae Condominium Association, Inc.
Board of Directors Meeting**

**November 15, 2023 Time: 4:00 P.M.
Location: Gulf Gate Library Room A**

AGENDA

- 1. Call to Order, Roll, and Proof of Notice of Meeting**
- 2. Approve Board Meeting Minutes of 10/18/2023**
- 3. Board Reports**
 - a) President
 - b) Vice-President- Grounds Update
 - c) Secretary
 - d) Treasurer
- 4. Committee Reports**
 - a) Buildings- Jack Seaman
 - b) Editor Newsletter- Sue Frazzini
 - c) Social & Caring- Sonia Harland
 - d) Rules and Regulations- Drew Lowther
 - e) Interview – Pat Paulson
- 5. Old Business**
 - a) Roofing
- 6. New Business**
 - a) Sarasota County Letter
 - b) Approve new windows and doors – 3686 Gleneagles Dr.
 - c) Approve Architectural Change Procedures
 - d) 2024 Budget
- 7. Adjournment**

**Annual Meeting December 6, 2023 6:00 PM St. Andrews United
Church of Christ**

BALLANTRAE CONDOMINIUM ASSOCIATION, INC.

Board Meeting Minutes

DATE: November 15, 2023 **TIME:** 4:00 P.M. **LOCATION:** Gulf Gate Library, Room A

Board Members Present: Dennis Dryjanski, Dickie Furtado, Jim Boyd, Pat Paulson, Drew Lowther

Attendees: Mike Miller, Manager, 16 residents

Call to Order: The meeting was called to order by Dennis Dryjanski at 4:02 P.M. Drew texted he would be late for the meeting.

Approval of Minutes:

Pat Paulson made a motion to waive the reading and approve the minutes from the 10-18-2023 Board meeting. Jim Boyd seconded the motion. No discussion. Motion passed 5-0.

Board of Directors Reports

President

We hope everyone has received their packet from Miller Management regarding our annual meeting on December 6, 2023. This includes voting. We have four candidates running for three positions on the board. You can vote for up to three candidates. Make sure you put your ballot in the envelope and the outer envelope with you signature and unit number. Mike mentioned you cannot reply via email for voting. You must use the proper procedure using the envelopes with signatures.

Candidates running for office met yesterday, November 14, 2023 at 6:00 P.M. at the Gulf Gate Library. Each candidate gave their bio followed by questions from homeowners. Our four candidates are: Jim Boyd, current Board Treasurer, Drew Lowther, current Board member, Ben Elliott and Kathleen Lyden.

Lane has been working on irrigation and installing Christmas lights.

Vice President – Grounds Update

We have completed the entrance. We will be working on some of the palm trees but the rest of the palm trees will not be completed until next year. I asked David Grigg to serve on a committee to help with the algae problem on the south side of Muirfield Drive. We have been looking at different angles on how we can clean it up. Dickie stated it was not going to be easy. In the future we will take a hard look at the problem and what the costs may be.

Secretary

In our October meeting it was mentioned homeowner's comments were not included in the September meeting. They now have been posted on our website.

Treasurer

Two more months left in the year and we continue to move along through the year without too much distress. As of October 31, 2023 our operating funds were \$55,990.26 of which \$1,295.40 is in the Social Committees account. This month, we had excess revenue of \$775.13 and the total excess revenue is \$7,252.71 for the year to date. We continue to watch our pennies, barring an unforeseen problem, we will be close on our budget this year which is wonderful considering the insurance issues and the unanticipated storm clean-up.

Our reserve funds totaled \$908,457.21 of which \$150,000 is invested in a six month CD at 5.5%, \$37,818.20 is in a Truist money market fund, \$408,421.69 is in a Schwab money market fund which is currently paying 5.26%, \$210,526.16 is in a Truist money market, \$100,000.00 is in a Truist CD which matures 1/13/2024, \$52,548.00 was used for the insurance and is being repaid over the year, and \$1,691.16 is liquid.

As I previously stated, our insurance premium in February increased to \$17,805.56 from \$12,764.00 per month. We had budgeted \$184,536 which was a 15.8% increase over 2022. In a normal year, that would have been appropriate but our 2023 premium increased 39.5% leaving a budget short fall. For the rest of the year, we have a shortfall of \$2,138 per month.

One unanticipated expense that has appeared on the horizon is the algae in the pond area south of Muirfield. David Grigg has worked on this issue. The advice that came from his research is a well to be drilled in the area and the well cost is \$13,250 to \$17,250 and the budget for electric is \$8,000 to \$10,000. The total would be in the range of \$21,350 to \$27,250. I asked a number of questions of David and was not satisfied with the answers. I ran some calculations on the water situation and it appears that the well that was proposed could be over-engineered. My calculations indicate that 20 GPM might solve the problem. I asked for calculations from David Grigg but nothing has been received. President Dennis Dryjanski called a meeting with Lewis from Rockhopper and Lane. Dennis, Lewis and myself met for over an hour exploring a number of options. This meeting resulted in exploring the feasibility of using one of the two wells off Killarney and the water can be diverted to the Gleneagle/Muirfield pond via a gate valve which we already own. A second possibility is to upgrade the pump on the Gleneagle/Muirfield pond from a 1 HP to a 3 HP which will provide the additional water necessary to raise the level of the pond so we have water movement to the Eligraw. Dickie Furtado suggested aeration which is affordable but not a consideration by David Grigg. In my experience, as Dickie Furtado has suggested, aeration is a reasonable upgrade to the area of the pond south of Muirfield. Lewis with Rockhopper is planning on attending the Board meeting to further explain the situation and our options.

A second issue I researched is sealing the roads. I requested a bid from a company that I am familiar with to seal the roads rather than pave. The cost to seal is around \$31,600 and this will keep the deterioration down for around five years. Our reserve study has \$207,176 being spent in 2026 for paving.

The problem we face is that over \$1,500,000 in roofs are scheduled to be replaced by 2028. If the paving were to be completed as scheduled, the roofing plan might have to be rescheduled which is a bad idea for a couple reasons. First, the roofs are nearing the end of their physical life. Secondly, the shake roofs are insured not on replacement cost but on depreciated replacement cost. If we were to have an event that severely damaged the roofs such as storm or fire, the bulk of the cost would fall on the Association which could cause large special assessment. Not a good result.

The following chart compares the proposed fees from Stellar MLS for other properties in the 34238 zip code. The fees have not been updated for 2024 for the other properties. With insurance out of control, one would expect changes here:

Project	Number of Units	Land Area Acres	Units/ Acre	Year Built	Amenities	Price Range	Monthly Fees
							Proposed
Ballantrae Ballantrae Dr. Sarasota, 34238	102	36.56	2.79	1981	Gated	\$315,000 to \$535,000	\$685.00
							2023
Fairway Woods Fairway Woods Dr. Sarasota, 34238	96	23.91	4.02	1985	Gated, Pool, Spa	\$400,000 to \$590,000	\$593.00
							2023
Mara Village Regina Royale Sarasota, 34238	24	2.03	11.82	1990	Gated, Pool	\$489,000 to \$700,000	\$968.33
							2023
Lakeshore Village Wilshire Circle Sarasota, FL 34238	285	40.83	6.98	1987	Pool, Tennis Cts	\$310,000 to \$450,000	\$700.00
							2023
Pine Tree Village Pineglen Ct Sarasota, FL 34238	55	12.63	4.35	1985	Pool, Tennis	\$275,000 to \$550,000	\$648.00

Committee Reports

Buildings: Jack Seaman

Gordy Shonka reported repairing and replacing driveways. The Board authorized replacing 5 driveways on Muirfield Drive. The work will start on December 11, 2023 and should be completed in January, 2024. Our driveways will be an ongoing project. If you have any questions, please contact Gordy Shonka.

Dennis mentioned the roofing contracts. They have been sent out to 5 bidders. Bids are to be in Friday by 5:00 P.M., November 17, 2023. The Board will review the contracts once received. Roofs should get started by January, 2024.

Editor Newsletter: Sue Frazzini

The next Newsletter is scheduled to be published in January, 2024

Social and Caring Report: Margaret Boyd

A reminder we have our Thanksgiving potluck at our shell path this Saturday, November 18, 2023 at 2:00 P.M. If you want meals distributed to your home, please contact the social committee.

On December 9th, we will have our caroling event. If you would like to sing or have us stop at your home, please let us know. We will have a sign-up sheet as we get closer to the event.

Rules and Regulations: Drew Lowther

There was a report of an SUV parked out in front of a residence.

We are working on the algae problem on the south side of Muirfield Drive (between Muirfield Dr. and Sarasota Country Club) Lewis has been out using some chemicals and we believe it is getting somewhat better. We have been going out to skim off as much algae as we can to clear it up. Dennis suggested Drew send out an email to see if anyone would like to volunteer to help.

There was a complaint about barking dogs. The resident was taking care of someone else's puppy for 2 nights.

Interview Committee – Pat Paulson

Interview Committee: Cindy Furtado has volunteered to be on the Interview Committee. Currently Kathleen Strobel and Lillian Curry are on the committee. We also require a Board Member to sign off on the Application.

Old Business

Roofing

This was covered under Buildings Report.

Jim Boyd requested an update on the Rector plumbing issue. Miller Management has received the documents. We need to deal with that and the Board needs to approve it. This will need to be on our next Board Meeting Agenda of December 6th. Jim mentioned they have penetrated the

common area both in the structure and the property. We need to understand what that causes and any future expense for the Association. It needs to be dealt with properly.

New Business

Sarasota County Letter

A letter was sent to Sarasota County regarding the water leakage on Royal Birkdale Dr. Mike sent a certified letter to get a better response. They received it on November 6th. Mike will follow up the beginning of next week.

Approve new windows and doors – 3686 Gleneagles Drive

Drew made a motion to approve new windows, doors, and side light. Dickie Furtado seconded the motion. Motion passed 5-0.

Discussion on tubular skylights. Will they be a problem when replacing roofs? The roofers will need to know from the homeowners so it is sealed properly.

Jim made a motion to approve a skylight for 7389 Ballantrae Place. Drew seconded the motion. Motion passed 5-0.

Approve Architectural Change Procedures

This past summer the Architect Review Committee put together an information guide to make understanding the rules and filling out paperwork easier. Thank you to Sue Frazzini, Fran Clymore and all those involved for putting it together. They put a lot of time and effort into it. In our last board meeting we approved the use of fireplaces and we wanted to include this in the document. The document will be out on our website under our Government Documents/Architectural Change Procedures.

Pat Paulson made a motion to approve the Architectural Change Procedures. Jim Boyd seconded the motion. Motion passed 5-0.

2024 Budget

Unfortunately, we are in a position with the Insurance Co. for the need to increase our fees over a \$100 forecast. If we partially fund our reserves, fee approximately will be \$686. Fully funded approximately \$750. If we fully fund our reserves, it makes it easier to avoid special assessments. If we partially fund reserves, it may cause a special assessment. Deductible options are not available for Associations. They have to supply replacement cost coverage.

Questions/Comments from Homeowners

They will need to replace the concrete blocks and pour the sidewalks on Royal Birkdale Dr. from the water leakage. Sarasota County has fixed the leaks and we are waiting for the County to fix remove/replace concrete blocks and pour the sidewalks.

We spent \$21,000 on irrigation issues, but there was no approval of the money spent. The funds came out of reserves. The Board still needs to approve it. Also, there were no approvals for driveways.

The Board will approve the irrigation costs and the scheduled 5 driveways at the December 6th Board Meeting.

Is there a listing of what you plan to spend for the reserve funds? The reserve study has the items scheduled for 2024 and 2025.

Adjournment:

Dennis reminded everyone our Annual Meeting will be December 6, 2023 at 6:00 P.M. at St. Andrews United Church of Christ.

Dennis made a motion to adjourn the meeting. Drew seconded the motion. Motion passed 5-0. Meeting adjourned at 5:10 P.M.

Respectfully submitted,
Pat Paulson, Secretary