

**BAYSIDE IMPROVEMENT
AND BAY CREEK**

**COMMUNITY DEVELOPMENT
DISTRICTS**

October 24, 2022

BOARD OF SUPERVISORS

**JOINT REGULAR
MEETING AGENDA**

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**AGENDA
LETTER**

Bayside Improvement and Bay Creek

Community Development Districts

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone (561) 571-0010 • Toll-free (877) 276-0889 • Fax (561) 571-0013

October 17, 2022

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Boards of Supervisors

Bayside Improvement and Bay Creek Community Development Districts

Dear Board Members:

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District will hold a Joint Regular Meeting on October 24, 2022, at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public may participate in the meeting, via Zoom, at <https://us02web.zoom.us/j/88969163185>, Meeting ID: **889 6916 3185** or via conference call at **1-929-205-6099**, Meeting ID: **889 6916 3185**. The agenda is as follows:

1. Call to Order/Phone Silent Mode/Pledge of Allegiance
2. Roll Call
3. Public Comments: *Agenda Items*

JOINT BUSINESS ITEMS

4. Staff Report: District Engineer – *Barraco and Associates, Inc.*
5. Consideration of Annual NPDES Report *(to be provided under separate cover)*
6. Waterway Inspection Report: *SOLitude Lake Management*
7. Committee Reports
 - A. PLCA Landscape Committee
 - B. Colony Landscape Committee

JOINT BOARD ITEMS

8. Presentation of Monthly Budget and Year End Projection *(to be provided under separate cover)*
9. Acceptance of Unaudited Financial Statements as of September 30, 2022
10. Approval of Minutes

- A. August 12, 2022 Joint Budget Workshop
- B. August 22, 2022 Joint Public Hearings and Regular Meeting

11. Action/Agenda Items

12. Old Business

13. Staff Reports

- A. District Counsel
 - I. *Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.*
 - II. *Daniel Cox, Esq.*
- B. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. Monthly Status Report: Field Operations
 - II. NEXT MEETING: December 5, 2022 at 2:00 P.M.

• QUORUM CHECK: *BAYSIDE IMPROVEMENT CDD*


Karen Montgomery	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Gail Gravenhorst	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Walter McCarthy	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Bernie Cramer	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Bill Nicholson	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

• QUORUM CHECK: *BAY CREEK CDD*

Jerry Addison	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Robert Travers	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Jim Janek	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Mary McVay	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Gary Durney	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 14. Supervisors' Requests
- 15. Public Comments: *Non-Agenda Items*
- 16. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,

 Chesley E. Adams, Jr.
 District Manager

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

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SOLITUDE

LAKE MANAGEMENT



Bayside/Baycreek CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled

Inspection Date: 2022-10-06

Prepared for:

Cleo Adams, Assistant District Manager
Wrathell, Hunt & Associates, LLC
9220 Bonita Beach Road, Suite #214
Bonita Springs, FL 34135

Prepared by:

Paul Dougherty, Project Manager

Ft. Myers Field Office
SOLITUDELAKEMANAGEMENT.COM
888.480.LAKE (5253)

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SITE ASSESSMENTS

PONDS A-1, A-7, A-8 _____ 3

PONDS A-9, A-11, A-12 _____ 4

PONDS A-16, A-18, B-7 _____ 5

PONDS B-8, C-1, C-2 _____ 6

PONDS D-1, D-5, D-12 _____ 7

PONDS D-13, E-1, E-2 _____ 8

PONDS E-3, E-4, E-5 _____ 9

PONDS F-14, F-15 _____ 10

MANAGEMENT/COMMENTS SUMMARY _____ 10, 11

SITE MAP _____ 12

Site: A-1

Comments:

Site looks good
Coventry
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: A-7

Comments:

Site looks good
Pennyroyal
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: A-8

Comments:

Normal growth observed
Pennyroyal
Shoreline is well maintained,
edge back golf course buffer,
where grasses are in the water.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: A-9

Comments:

Normal growth observed
Pennyroyal
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Alligatorweed

Site: A-11

Comments:

Requires attention
Pennyroyal
Canna requires treatment for
nightshade, thistle, balsam apple,
and dayflower. Algae and
aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: A-12

Comments:

Site looks good
Pennyroyal
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: A-16

Comments:

Normal growth observed
Pennyroyal
Shoreline is well maintained.
Algae and aquatics are controlled.
Saltwater inundation noted



Action Required:

Routine maintenance next visit

Target:

Alligatorweed

Site: A-18

Comments:

Requires attention
Capri
Treat cattails in littorals. Algae and aquatics are at controlled levels.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: B-7

Comments:

Normal growth observed
Southbridge
Shoreline is well maintained, spot treat for alligatorweed. Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Alligatorweed

Site: B-8

Comments:

Normal growth observed

Southbridge

Spot treat emergent shoreline weeds. Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: C-1

Comments:

Normal growth observed

Longlake Village

Shoreline is well maintained, spot treat vines. Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: C-2

Comments:

Site looks good

Longlake Village

Shoreline is well maintained. Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: D-1

Comments:

Site looks good

Southbridge
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: D-5

Comments:

Normal growth observed

Baycrest
Minimal vines in N cove. Algae
and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: D-12

Comments:

Requires attention

Cottages
Treat for torpedograss, balsam
apple, and alligatorweed. Algae
and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: D-13

Comments:

Requires attention

Cottages
Spot treat torpedograss, vines and alligator weed. Some algae accumulation in littorals noted, treat as necessary.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



Site: E-1

Comments:

Normal growth observed

Palm Colony
Spot treat for alligatorweed.
Algae and aquatics are controlled.

Action Required:

Routine maintenance next visit

Target:

Alligatorweed



Site: E-2

Comments:

Normal growth observed

Palm Colony
Shoreline is well maintained, trace growth noted. Algae and aquatics are controlled.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



Site: E-3

Comments:

Site looks good

Palm Colony
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: E-4

Comments:

Normal growth observed

Sand Piper
Shoreline is well maintained.
Algae and aquatics are controlled.
Traces of needle rush noted.



Action Required:

Routine maintenance next visit

Target:

Submersed vegetation

Site: E-5

Comments:

Site looks good

Sand Piper
Shoreline is well maintained.
Algae and aquatics are controlled.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: F-14

Comments:

Normal growth observed

Florencia
 Shoreline is well maintained.
 Algae and aquatics are controlled.
 Salt water inundation noted.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: F-15

Comments:

Site looks good

Florencia
 Shoreline is well maintained.
 Algae and aquatics are controlled.
 Salt water inundation noted.



Action Required:

Routine maintenance next visit

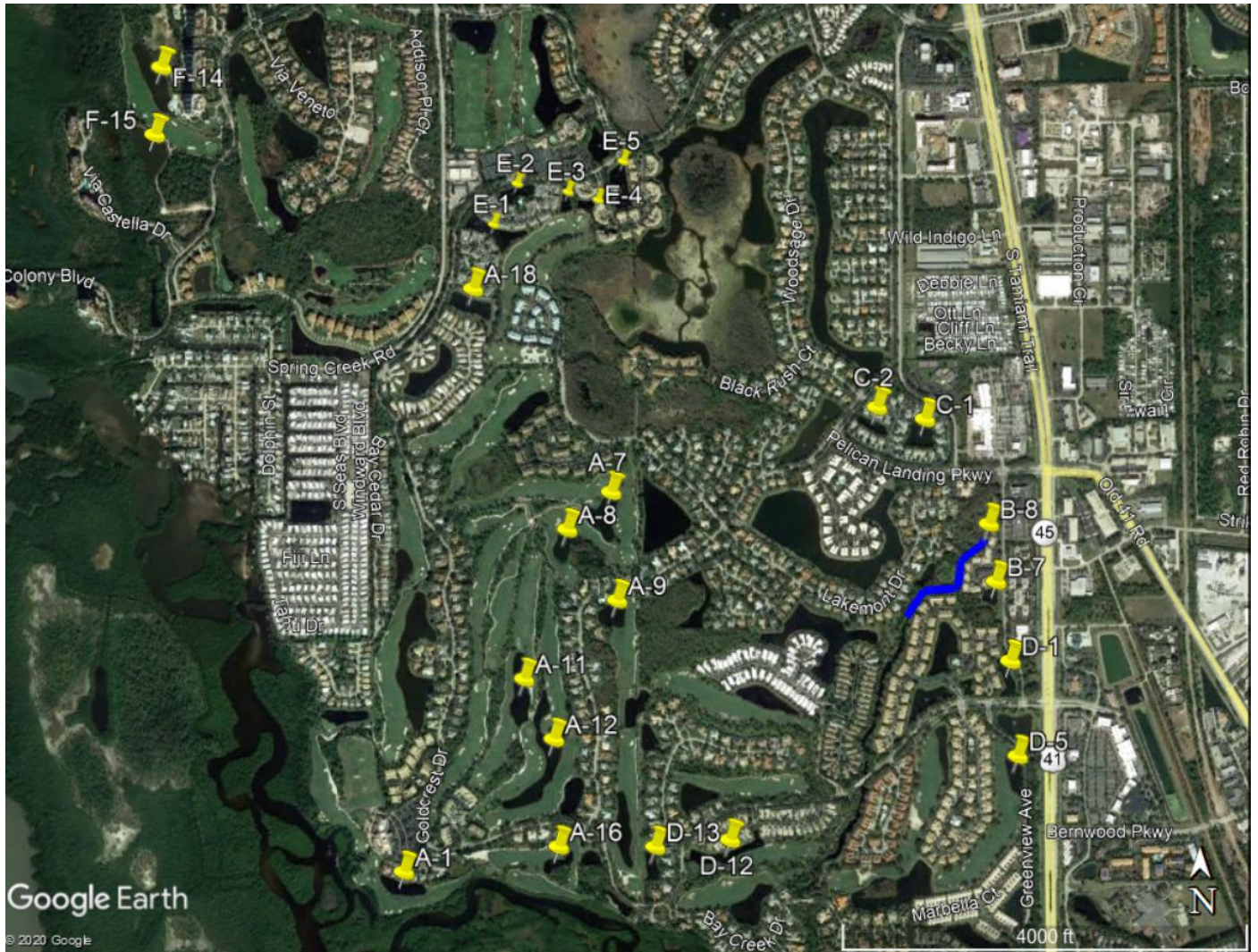
Target:

Species non-specific

Management Summary

- This month's activities have been standard lake maintenance.
 - We continue to add beneficial bacteria to the four outfall lakes A-2, A-17, D-8, F-12. We also add bacteria to F-1, F-6, F-16, B-5, E-4 and E-5 to help reduce nutrients that cause algae blooms. Consider including D-13 for bacteria applications, it seems to have fairly consistent blooms.
 - Overall the lakes in this inspection were well maintained and only require routine maintenance.
- Additional Observations:
- F-14, F-15, A-16 were inundated by salt water due to the storm surge from hurricane Ian. Unfortunately it is unlikely the littoral plants will recover until the salinity within the lakes deplete. I do not recommend planting until then.
 - A-18: Cattails present, removal expected on 10/11/22
 - E3-E5: nano bubble machines still down waiting on parts for repair.
 - D-8: Duckweed was treated efficaciously, however, due to nutrient resuspension a subsequent algae bloom has emerged and will be treated on 10/11/22

Site	Comments	Target	Action Required
A-1	Site looks good	Species non-specific	Routine maintenance next visit
A-7	Site looks good	Species non-specific	Routine maintenance next visit
A-8	Normal growth observed	Shoreline weeds	Routine maintenance next visit
A-9	Normal growth observed	Alligatorweed	Routine maintenance next visit
A-11	Requires attention	Shoreline weeds	Routine maintenance next visit
A-12	Site looks good	Species non-specific	Routine maintenance next visit
A-16	Normal growth observed	Alligatorweed	Routine maintenance next visit
A-18	Requires attention	Shoreline weeds	Routine maintenance next visit
B-7	Normal growth observed	Alligatorweed	Routine maintenance next visit
B-8	Normal growth observed	Shoreline weeds	Routine maintenance next visit
C-1	Normal growth observed	Shoreline weeds	Routine maintenance next visit
C-2	Site looks good	Species non-specific	Routine maintenance next visit
D-1	Site looks good	Species non-specific	Routine maintenance next visit
D-5	Normal growth observed	Shoreline weeds	Routine maintenance next visit
D-12	Requires attention	Shoreline weeds	Routine maintenance next visit
D-13	Requires attention	Torpedograss	Routine maintenance next visit
E-1	Normal growth observed	Alligatorweed	Routine maintenance next visit
E-2	Normal growth observed	Shoreline weeds	Routine maintenance next visit
E-3	Site looks good	Species non-specific	Routine maintenance next visit
E-4	Normal growth observed	Submersed vegetation	Routine maintenance next visit
E-5	Site looks good	Species non-specific	Routine maintenance next visit
F-14	Normal growth observed	Species non-specific	Routine maintenance next visit
F-15	Site looks good	Species non-specific	Routine maintenance next visit



**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**UNAUDITED
FINANCIAL
STATEMENTS**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2022**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
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**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2022**

	General Fund			Total Governmental Funds
	General Fund 001 & 101	General Fund 002	Uninsurable Assets Fund 302 & 354	
ASSETS				
Cash				
SunTrust	\$ 640,088	\$256,380	\$ -	\$ 896,468
FineMark MM *	295,676	83,005	-	378,681
FineMark ICS *	-	4,680	-	4,680
Accounts receivable (clearing fund)	83,354	25,028	-	108,382
Due from other funds				
Bayside general fund 001	7,137	-	-	7,137
Bayside general fund 002 - The Colony	16,365	-	-	16,365
Prepaid expense	130	-	-	130
WC deposit	1,806	-	-	1,806
Deposits	125	555	-	680
Total assets	<u>\$ 1,044,681</u>	<u>\$ 369,648</u>	<u>\$ -</u>	<u>\$ 1,414,329</u>
LIABILITIES & FUND BALANCES				
Liabilities				
Due to other funds				
Bayside - general fund 001	\$ -	\$ 11,630	\$ -	\$ 11,630
Bay Creek - general fund 101	7,137	4,735	-	11,872
Due to Bayside - enterprise fund 401	1,260	-	-	1,260
Due to Bay Creek - enterprise fund 451	2,575	-	-	2,575
Total liabilities	<u>10,972</u>	<u>16,365</u>	<u>-</u>	<u>27,337</u>
Fund Balances				
Unassigned	1,033,709	353,283	-	1,386,992
Total fund balances	<u>1,033,709</u>	<u>353,283</u>	<u>-</u>	<u>1,386,992</u>
Total liabilities and fund balances	<u>\$ 1,044,681</u>	<u>\$ 369,648</u>	<u>\$ -</u>	<u>\$ 1,414,329</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 2,323,802	\$ 2,315,361	100%
Interest	30	343	1,500	23%
Street sweeping	-	-	10,000	0%
Miscellaneous	1,817	52,113	-	N/A
Total revenues	<u>1,847</u>	<u>2,376,258</u>	<u>2,326,861</u>	102%
EXPENDITURES				
Administrative				
Supervisors	1,454	18,570	19,377	96%
Engineering	1,761	15,579	21,750	72%
Legal	(18)	11,175	24,000	47%
Audit	-	18,000	18,000	100%
Management	3,500	42,000	42,000	100%
Accounting & payroll	1,400	16,799	16,799	100%
Computer services	420	5,569	5,040	110%
Assessment roll preparation* ¹	-	8,476	8,476	100%
Telephone	79	950	950	100%
Postage & reproduction	583	2,139	1,350	158%
Printing & binding	410	4,918	4,918	100%
Legal notices and communications	1,537	2,573	1,125	229%
Office supplies	-	1,659	600	277%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* ¹	-	17,252	17,168	100%
Miscellaneous (bank fees)	244	7,239	6,750	107%
Total administrative	<u>11,370</u>	<u>173,319</u>	<u>188,819</u>	92%
Field management				
Other contractual	3,150	37,799	37,799	100%
Total field management services	<u>3,150</u>	<u>37,799</u>	<u>37,799</u>	100%
Water management				
NPDES program	-	355	3,165	11%
Other contractual services: lakes	-	169,090	200,661	84%
Other contractual services: wetlands	-	24,072	37,980	63%
Other contractual services: culverts/drains	317	11,900	37,980	31%
Other contractual services: lake health	1,272	1,272	6,330	20%
Aquascaping* ¹	-	1,634	18,990	9%
Capital outlay	-	-	9,495	0%
Contingencies	-	3,639	-	N/A
Repairs and maintenance (aerators)	261	14,470	9,495	152%
Total water management services	<u>1,850</u>	<u>226,432</u>	<u>324,096</u>	70%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Electricity	9,215	55,097	39,000	141%
Equipment	-	1,182	-	N/A
Contractual services-lightpole	22,893	63,273	40,000	158%
Total street lighting services	<u>32,108</u>	<u>119,552</u>	<u>79,000</u>	151%
Landscaping				
Supervisor	13,286	123,634	120,000	103%
Personnel services	98,814	838,359	950,000	88%
Capital outlay	-	22,486	55,000	41%
Fuel	-	24,493	22,000	111%
Repairs and maintenance (parts)	6,457	37,462	40,000	94%
Insurance* ¹	-	14,559	14,769	99%
Minor operating equipment	106	15,540	20,000	78%
Horticulture dumpster	2,400	25,850	35,000	74%
Employee uniforms	2,551	31,047	26,000	119%
Chemicals	32,189	94,524	55,000	172%
Flower program * ²	-	94,034	125,000	75%
Mulch program * ²	-	81,654	80,000	102%
Plant replacement program * ²	2,462	25,287	50,000	51%
Other contractual - tree trimming* ¹	97	5,541	9,495	58%
Other contractual - horticulturalist	-	170	2,000	9%
Other contractual - training	-	-	1,500	0%
Maintenance tracking software	-	2,879	3,500	82%
Unbudgeted contractual services	-	64,800	-	N/A
Fountain maintenance	305	21,407	7,500	285%
Office operations	1,878	19,156	25,000	77%
Monument maintenance	-	17,254	20,000	86%
Total landscaping services	<u>160,545</u>	<u>1,560,136</u>	<u>1,661,764</u>	94%
Roadway				
Personnel	1,174	8,554	7,800	110%
Repairs and maintenance - parts	-	43,607	7,500	581%
Insurance	-	1,597	1,600	100%
Total roadway services	<u>1,174</u>	<u>53,758</u>	<u>16,900</u>	318%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Parks & recreation				
Utilities	770	10,532	8,500	124%
Operating supplies	-	208	1,000	21%
Total parks & recreation	<u>770</u>	<u>10,740</u>	<u>9,500</u>	113%
Other fees & charges				
Property appraiser	-	3,625	3,625	100%
Tax collector	-	5,360	5,358	100%
Total other fees & charges	<u>-</u>	<u>8,985</u>	<u>8,983</u>	100%
Total expenditures	<u>210,967</u>	<u>2,190,721</u>	<u>2,326,861</u>	94%
Excess/(deficiency) of revenues over/(under) expenditures	(209,120)	185,537	-	
OTHER FINANCING SOURCES/(USES)				
Transfer in	-	637,749	-	N/A
Total other financing sources/(uses)	<u>-</u>	<u>637,749</u>	<u>-</u>	N/A
Net change in fund balances	(209,120)	823,286	-	
Fund balances - beginning	1,242,829	210,423	280,267	
Fund balances - ending	<u>\$ 1,033,709</u>	<u>\$ 1,033,709</u>	<u>\$ 280,267</u>	

*1 Typically an annual expense.

*2 Typically a seasonal expense.

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF NET POSITION
ENTERPRISE FUNDS 401 & 451
SEPTEMBER 30, 2022**

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
ASSETS			
Current assets:			
Cash			
Wells Fargo	\$ 601,953	\$ -	\$ 601,953
SunTrust	216,781	37,913	254,694
Accounts receivable (customers)	1,793	1,148	2,941
Due from Bayside general fund 001	985	498	1,483
Due from Bay Creek general fund 101	275	2,077	2,352
Due from Bay Creek enterprise fund 451	88,024	-	88,024
Accounts receivable (clearing fund)	8,963	3,307	12,270
WC deposit	104	35	139
Total current assets	<u>918,878</u>	<u>44,978</u>	<u>963,856</u>
Noncurrent assets:			
Capital assets			
Property, plant and equipment	1,950,208	18,320	1,968,528
Irrigation system	-	596,951	596,951
Less accumulated depreciation	(1,569,121)	(540,242)	(2,109,363)
Total capital assets, net of accumulated depreciation	<u>381,087</u>	<u>75,029</u>	<u>456,116</u>
Total noncurrent assets	<u>381,087</u>	<u>75,029</u>	<u>456,116</u>
Total assets	<u>1,299,965</u>	<u>120,007</u>	<u>1,419,972</u>
LIABILITIES			
Current liabilities:			
Customer deposits	47,860	12,189	60,049
Due to Bayside enterprise fund 401	-	88,024	88,024
Total current liabilities	<u>47,860</u>	<u>100,213</u>	<u>148,073</u>
NET POSITION			
Net investment in capital assets	381,087	75,029	456,116
Unrestricted	871,018	(55,235)	815,783
Total net position	<u>\$ 1,252,105</u>	<u>\$ 19,794</u>	<u>\$ 1,271,899</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS 401 & 451
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
OPERATING REVENUES:				
Charges for services				
Assessment levy - net	\$ -	\$ 334,979	\$ 334,494	100%
Irrigation	50,286	544,456	581,896	94%
Meter fees	-	-	3,500	0%
Total operating revenues	<u>50,286</u>	<u>879,435</u>	<u>919,890</u>	96%
OPERATING EXPENSES:				
Administrative services				
Supervisor's fees	484	6,190	6,459	96%
Engineering fees	587	5,193	7,250	72%
Legal	(7)	3,725	8,000	47%
Audit	-	6,000	6,000	100%
Management	1,340	16,082	16,082	100%
Accounting & payroll	467	5,600	5,600	100%
Computer services	140	1,856	1,680	110%
Utility billing	7,033	38,211	29,000	132%
Telephone	25	311	311	100%
Postage & reproduction	195	716	450	159%
Printing and binding	136	1,639	1,639	100%
Legal notices and communications	512	857	375	229%
Office supplies	-	553	200	277%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* ¹	-	5,750	5,976	96%
Miscellaneous	79	2,571	2,250	114%
Total administrative services	<u>10,991</u>	<u>95,394</u>	<u>91,506</u>	104%
Field management services				
Other contractual services	<u>1,051</u>	<u>12,600</u>	<u>12,600</u>	100%
Total field management services	<u>1,051</u>	<u>12,600</u>	<u>12,600</u>	100%
Water management services				
NPDES program	-	205	1,835	11%
Other contractual services: lakes	-	98,035	116,339	84%
Other contractual services: wetlands	-	13,956	22,020	63%
Other contractual services: culverts/drains	184	6,900	22,020	31%
Other contractual services: lake health	737	737	3,670	20%
Aquascaping* ¹	-	947	11,010	9%
Capital outlay	-	-	5,505	0%
Repairs and Maintenance (Aerators)*	152	8,389	5,505	152%
Contingencies	-	2,111	-	N/A
Total water management services	<u>1,073</u>	<u>131,280</u>	<u>187,904</u>	70%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS 401 & 451
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	5,505	0%
Total landscape services	-	-	5,505	0%
Roadway services				
Personnel	511	3,584	4,394	82%
Repairs and maintenance - parts	-	25,283	1,835	1378%
Insurance	25	1,345	250	538%
Total irrigation supply services	536	30,212	6,479	466%
Irrigation supply services				
Personnel	8,617	79,297	78,500	101%
Reclaimed water	7,709	112,285	75,646	148%
Repairs and maintenance - parts	3,851	38,849	25,000	155%
Insurance* ¹	-	10,543	10,500	100%
Minor operating equipment	-	-	151,475	0%
Meter costs	433	6,013	7,500	80%
Other contractual services	-	13,210	9,000	147%
Electricity	16,638	105,077	100,000	105%
Pumps & machinery	2,643	92,353	50,000	185%
Depreciation	4,876	58,512	60,000	98%
Total irrigation supply services	44,767	516,139	567,621	91%
Total operating expenses	58,418	785,625	871,615	90%
Operating income/(loss)	(8,132)	93,810	48,275	
Nonoperating revenues/(expenses):				
Interest income	98	122	500	24%
Total nonoperating revenues	98	122	500	24%
Change in net position	(8,034)	93,932	48,775	
Total net position - beginning	1,279,933	1,177,967	1,136,690	
Total net position - ending	<u>\$ 1,271,899</u>	<u>\$ 1,271,899</u>	<u>\$ 1,185,465</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2022**

	General Fund			Total Governmental Funds
	001	The Colony 002	Uninsurable Assets 302	
ASSETS				
Cash				
SunTrust	\$ 514,492	\$256,380	\$ -	\$ 770,872
FineMark MM	64,139	83,005	-	147,144
FineMark ICS	-	4,680	-	4,680
Accounts receivable (clearing fund)	65,776	25,028	-	90,804
Due from other funds				
Bayside general fund 002 - The Colony	11,630	-	-	11,630
Prepaid expense	130	-	-	130
WC deposit	1,462	-	-	1,462
Deposits	125	555	-	680
Total assets	<u>\$ 657,754</u>	<u>\$ 369,648</u>	<u>\$ -</u>	<u>\$ 1,027,402</u>
LIABILITIES & FUND BALANCES				
Liabilities				
Due to other funds				
Bayside - general fund 001	-	11,630	-	11,630
Due to other governments (Bay Creek)				
Bay Creek - general fund 101	7,137	4,735	-	11,872
Bay Creek - enterprise fund 451	498	-	-	498
Due to Bayside - enterprise fund 401	985	-	-	985
Total liabilities	<u>8,620</u>	<u>16,365</u>	<u>-</u>	<u>24,985</u>
Fund balances				
Unassigned	649,134	353,283	-	1,002,417
Total fund balances	<u>649,134</u>	<u>353,283</u>	<u>-</u>	<u>1,002,417</u>
Total liabilities and fund balances	<u>\$ 657,754</u>	<u>\$ 369,648</u>	<u>\$ -</u>	<u>\$ 1,027,402</u>

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 1,872,081	\$ 1,864,454	100%
Interest	8	110	1,211	9%
Street sweeping	-	-	8,072	0%
Miscellaneous	1,474	14,132	-	N/A
Total revenue	<u>1,482</u>	<u>1,886,323</u>	<u>1,873,737</u>	101%
EXPENDITURES				
Administration services				
Supervisors	727	9,285	9,689	96%
Engineering	1,429	12,641	17,648	72%
Legal	(15)	9,067	19,474	47%
Audit	-	9,000	9,000	100%
Management	2,840	34,079	34,079	100%
Accounting & payroll	1,136	13,631	13,631	100%
Computer services	341	4,519	4,089	111%
Assessment roll preparation* ¹	-	6,877	6,877	100%
Telephone	64	771	771	100%
Postage & reproduction	473	1,738	1,095	159%
Printing & binding	333	3,990	3,990	100%
Legal notices and communications	1,247	2,088	913	229%
Office supplies	-	1,346	487	276%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* ¹	-	8,626	8,584	100%
Miscellaneous (bank fees)	197	5,871	5,477	107%
Total administration services	<u>8,772</u>	<u>123,870</u>	<u>136,222</u>	91%
Field management				
Other contractual services	2,556	30,670	30,670	100%
Total field management services	<u>2,556</u>	<u>30,670</u>	<u>30,670</u>	100%
Water management				
NPDES program	-	288	2,568	11%
Other contractual services: lakes	-	137,200	162,816	84%
Other contractual services: wetlands	-	19,532	30,817	63%
Other contractual service: culverts/drains	257	9,656	30,817	31%
Other contractual services: lake health	1,032	1,032	5,136	20%
Aquascaping* ¹	-	1,326	15,408	9%
Capital outlay	-	-	7,704	0%
Contingencies	-	2,953	-	N/A
Repairs and maintenance (aerators)	212	11,741	7,704	152%
Total water management services	<u>1,501</u>	<u>183,728</u>	<u>262,970</u>	70%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Electricity	7,477	44,703	31,645	141%
Equipment	-	959	-	N/A
Contractual services-lightpole	18,575	51,340	32,456	158%
Total street lighting services	<u>26,052</u>	<u>97,002</u>	<u>64,101</u>	151%
Landscaping				
Supervisor	10,779	100,312	97,368	103%
Personnel	80,163	680,125	770,830	88%
Capital outlay	-	18,245	44,627	41%
Fuel	-	19,874	17,851	111%
Repairs & maintenance (parts)	5,181	30,249	32,456	93%
Insurance* ¹	-	11,788	11,984	98%
Minor operating equipment	86	12,609	16,228	78%
Horticultural dumpster	1,947	20,975	28,399	74%
Employee uniforms	2,070	25,191	21,096	119%
Chemicals	26,118	76,786	44,627	172%
Flower program* ²	-	76,299	101,425	75%
Mulch program* ²	-	66,254	64,912	102%
Plant replacement program* ²	2,076	20,579	40,570	51%
Other contractual - tree trimming* ¹	-	4,417	7,704	57%
Other contractual - horticulturalist	-	138	1,623	9%
Other contractual - training	-	-	1,217	0%
Maintenance tracking software	-	2,336	2,840	82%
Unbudgeted contractual services	-	52,579	-	N/A
Fountain maintenance	247	17,368	6,086	285%
Office operations	1,524	15,543	20,285	77%
Monument maintenance	-	14,000	16,228	86%
Total landscaping services	<u>130,191</u>	<u>1,265,667</u>	<u>1,348,356</u>	94%
Roadway services				
Personnel	954	6,941	6,329	110%
Repairs & maintenance - parts	-	35,383	6,086	581%
Insurance	-	1,293	1,298	100%
Total roadway services	<u>954</u>	<u>43,617</u>	<u>13,713</u>	318%
Parks & recreation				
Utilities	739	10,111	8,160	124%
Operating supplies	-	200	960	21%
Total parks & recreation	<u>739</u>	<u>10,311</u>	<u>9,120</u>	113%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Other fees & charges				
Property appraiser	-	3,480	3,480	100%
Tax collector	-	5,130	5,144	100%
Total other fees & charges	-	8,610	8,624	100%
Total expenditures	170,765	1,763,475	1,873,776	94%
Excess/(deficiency) of revenues over/(under) expenditures	(169,283)	122,848	(39)	
OTHER FINANCING SOURCES/(USES)				
Transfer in	-	355,346	-	N/A
Total other financing sources/(uses)	-	355,346	-	N/A
Net change in fund balances	(169,283)	478,194	(39)	
Fund balances - beginning	818,417	170,940	227,716	
Fund balances - ending	<u>\$ 649,134</u>	<u>\$ 649,134</u>	<u>\$ 227,677</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 002 - THE COLONY
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 718,145	\$ 717,152	100%
Interest & miscellaneous	8	7,498	2,500	300%
Total revenues	<u>8</u>	<u>725,643</u>	<u>719,652</u>	101%
EXPENDITURES				
Administrative services				
Accounting & payroll	782	9,380	9,380	100%
Computer services	284	3,412	3,411	100%
Assessment roll preparation* ¹	-	1,150	1,150	100%
Field management	1,184	14,211	14,211	100%
Other current charges	-	521	-	N/A
Total administrative services	<u>2,250</u>	<u>28,674</u>	<u>28,152</u>	102%
Street lighting services				
Contractual services - light poles* ¹	2,391	2,391	5,000	48%
Total street lighting services	<u>2,391</u>	<u>2,391</u>	<u>5,000</u>	48%
Landscaping maintenance services				
Personnel services	40,111	308,789	333,000	93%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	-	-	1,500	0%
Rentals & leases	-	-	20,000	0%
Fuel	4,117	15,765	8,000	197%
Repairs & maintenance (parts)	793	22,290	15,000	149%
Insurance* ¹	-	2,374	3,000	79%
Minor operating equipment	-	11,486	-	N/A
Horticulture dumpster	400	10,950	19,000	58%
Miscellaneous equipment	38	38	2,500	2%
Chemicals	494	18,491	15,000	123%
Flower program* ²	-	51,166	50,000	102%
Mulch program* ²	-	34,722	45,000	77%
Plant replacement program* ²	5,180	23,126	40,000	58%
Other contractual - tree trimming* ²	-	13,460	10,000	135%
Monument maintenance	-	-	3,000	0%
Total landscaping maintenance services	<u>51,133</u>	<u>512,657</u>	<u>566,500</u>	90%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 002 - THE COLONY
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Fountain services				
Operating supplies	24,469	170,446	120,000	142%
Total fountain services	<u>24,469</u>	<u>170,446</u>	<u>120,000</u>	142%
Total expenditures	<u>80,243</u>	<u>714,168</u>	<u>719,652</u>	99%
Net increase/(decrease) of fund balance	(80,235)	11,475	-	
Fund balance - beginning	433,518	341,808	294,464	
Fund balance - ending	<u>\$ 353,283</u>	<u>\$ 353,283</u>	<u>\$ 294,464</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 302 - UNINSURED ASSETS
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date
REVENUES		
Interest & miscellaneous	\$ -	\$ 2
Total revenues	-	2
EXPENDITURES		
Other current charges	-	50
Total expenditures	-	50
Excess/(deficiency) of revenues		
Over/(under) expenditures	-	(48)
OTHER FINANCING SOURCES/(USES)		
Transfers out	-	(355,345)
Total other financing sources/(uses)	-	(355,345)
Net increase/(decrease) of fund balance	-	(355,393)
Fund balance - beginning	-	355,393
Fund balance - ending	\$ -	\$ -

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICTS
STATEMENT OF NET POSITION
ENTERPRISE FUND 401
SEPTEMBER 30, 2022**

	Bayside Improvement Enterprise Fund 401
ASSETS	
Current assets:	
Cash	
Wells Fargo	\$ 601,953
SunTrust	216,781
Accounts receivable (customers)	1,793
Due from Bayside general fund 001	985
Due from Bay Creek general fund 101	275
Due from Bay Creek enterprise fund	88,024
Accounts receivable (clearing fund)	8,963
WC deposit	104
Total current assets	918,878
Noncurrent assets:	
Capital assets	
Property, plant and equipment	1,950,208
Less accumulated depreciation	(1,569,121)
Total capital assets, net of accumulated depreciation	381,087
Total noncurrent assets	381,087
Total assets	1,299,965
LIABILITIES	
Current liabilities:	
Customer deposits	47,860
Total current liabilities	47,860
NET POSITION	
Net investment in capital assets	381,087
Unrestricted	871,018
Total net position	\$ 1,252,105

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 251,222	\$ 250,870	100%
Irrigation	33,427	366,164	400,000	92%
Meter fees	-	-	2,625	0%
Total operating revenues	<u>33,427</u>	<u>617,386</u>	<u>653,495</u>	94%
Operating expenses				
Administrative services				
Supervisors	242	3,095	3,230	96%
Engineering	440	3,895	5,438	72%
Legal	(5)	2,794	6,000	47%
Audit	-	3,000	3,000	100%
Management	1,005	12,062	12,062	100%
Accounting & payroll	350	4,200	4,200	100%
Computer services	105	1,392	1,260	110%
Utility billing	5,275	28,658	21,750	132%
Telephone	19	233	233	100%
Postage & reproduction	146	537	338	159%
Printing and binding	102	1,229	1,229	100%
Legal notices and communications	384	643	281	229%
Office supplies	-	415	150	277%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* ¹	-	2,875	2,988	96%
Miscellaneous	58	1,907	1,688	113%
Total administrative services	<u>8,121</u>	<u>67,040</u>	<u>64,022</u>	105%
Field management services				
Other contractual services	<u>788</u>	<u>9,450</u>	<u>9,450</u>	100%
Total field management services	<u>788</u>	<u>9,450</u>	<u>9,450</u>	100%
Water management services				
NPDES program	-	154	1,376	11%
Other contractual services: lakes	-	73,526	87,254	84%
Other contractual services: wetlands	-	10,467	16,515	63%
Other contractual services: culverts/drains	138	5,175	16,515	31%
Other contractual services: lake health	553	553	2,753	20%
Aquascaping* ¹	-	710	8,258	9%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	114	6,292	4,129	152%
Contingencies	-	1,583	-	N/A
Total water management services	<u>805</u>	<u>98,460</u>	<u>140,929</u>	70%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	4,129	0%
Total landscape services	-	-	4,129	0%
Roadway services				
Personnel	383	2,688	3,296	82%
Repairs and maintenance - parts	-	18,962	1,376	1378%
Insurance	19	1,009	188	537%
Total irrigation supply services	402	22,659	4,860	466%
Irrigation supply services				
Personnel	6,462	59,473	58,875	101%
Repairs and maintenance - parts	2,889	29,197	18,750	156%
Insurance* ¹	-	7,907	7,875	100%
Surplus RCS Water-Bayside	-	-	151,475	0%
Meter costs	325	4,510	5,625	80%
Other contractual services	-	9,884	6,750	146%
Electricity	12,479	78,808	75,000	105%
Pumps & machinery	1,983	69,288	37,500	185%
Depreciation	3,626	43,512	45,000	97%
Total irrigation supply services	27,764	302,579	406,850	74%
Total operating expenses	37,880	500,188	630,240	79%
Operating income/(loss)	(4,453)	117,198	23,255	
Nonoperating revenues/(expenses)				
Interest income	98	118	375	31%
Total nonoperating revenues	98	118	375	31%
Change in net position	(4,355)	117,316	23,630	
Total net position - beginning	1,256,460	1,134,789	1,029,712	
Total net position - ending	<u>\$ 1,252,105</u>	<u>\$ 1,252,105</u>	<u>\$ 1,053,342</u>	

*¹ Typically an annual expense.

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2022**

	General Fund		
	101	Uninsurable Assets 354	Total Governmental Funds
ASSETS			
Cash			
SunTrust	\$125,596	\$ -	\$ 125,596
FineMark MM	231,537	-	231,537
Accounts receivable (clearing fund)	17,578	-	17,578
Due from other governments - Bayside Improvement			
Bayside general fund 001	7,137	-	7,137
Bayside general fund 002 - The Colony	4,735	-	4,735
WC deposit	344	-	344
Total assets	<u>\$ 386,927</u>	<u>\$ -</u>	<u>\$ 386,927</u>
LIABILITIES & FUND BALANCES			
Liabilities			
Bayside - enterprise fund 401	275	-	275
Due to Bay Creek - enterprise fund 451	2,077	-	2,077
Total liabilities	<u>2,352</u>	<u>-</u>	<u>2,352</u>
Fund balances			
Unassigned	<u>384,575</u>	<u>-</u>	<u>384,575</u>
Total fund balances	<u>384,575</u>	<u>-</u>	<u>384,575</u>
Total liabilities and fund balances	<u>\$ 386,927</u>	<u>\$ -</u>	<u>\$ 386,927</u>

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 451,721	\$ 450,873	100%
Interest	22	233	291	80%
Street sweeping	-	-	1,928	0%
Miscellaneous-FEMA/State reimbursement	343	37,981	-	N/A
Total revenues	<u>365</u>	<u>489,935</u>	<u>453,092</u>	108%
EXPENDITURES				
Administration services				
Supervisors	727	9,285	9,689	96%
Engineering	332	2,938	4,102	72%
Legal	(3)	2,108	4,526	47%
Audit	-	9,000	9,000	100%
Management	660	7,921	7,921	100%
Accounting & payroll	264	3,168	3,168	100%
Computer services	79	1,050	951	110%
Assessment roll preparation* ¹	-	1,599	1,599	100%
Telephone	15	179	179	100%
Postage & reproduction	110	401	255	157%
Printing & binding	77	928	928	100%
Legal notices and communications	290	485	212	229%
Office supplies	-	313	113	277%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* ¹	-	8,626	8,584	100%
Miscellaneous (bank fees)	47	1,368	1,273	107%
Total administration services	<u>2,598</u>	<u>49,449</u>	<u>52,598</u>	94%
Field management fees				
Other contractual	594	7,129	7,129	100%
Total field management	<u>594</u>	<u>7,129</u>	<u>7,129</u>	100%
Water management				
NPDES program	-	67	597	11%
Other contractual services: lakes	-	31,890	37,845	84%
Other contractual services: wetlands	-	4,540	7,163	63%
Other contractual service: culverts/drains	60	2,244	7,163	31%
Other contractual services: lake health	240	240	1,194	20%
Aquascaping* ¹	-	308	3,582	9%
Capital outlay	-	-	1,791	0%
Contingencies	-	686	-	N/A
Repairs and maintenance (aerators)	49	2,729	1,791	152%
Total water management	<u>349</u>	<u>42,704</u>	<u>61,126</u>	70%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Electricity	1,738	10,394	7,355	141%
Equipment	-	223	-	N/A
Contractual services-lightpole	4,318	11,933	7,544	158%
Total street lighting	<u>6,056</u>	<u>22,550</u>	<u>14,899</u>	151%
Landscape services				
Supervisor	2,507	23,322	22,632	103%
Personnel services	18,651	158,234	179,170	88%
Capital outlay	-	4,241	10,373	41%
Fuel	-	4,619	4,149	111%
Repairs and maintenance (parts)	1,276	7,213	7,544	96%
Insurance* ¹	-	2,771	2,785	99%
Minor operating equipment	20	2,931	3,772	78%
Horticulture dumpster	453	4,875	6,601	74%
Employee uniforms	481	5,856	4,904	119%
Chemicals	6,071	17,738	10,373	171%
Flower program* ²	-	17,735	23,575	75%
Mulch program* ²	-	15,400	15,088	102%
Plant replacement program* ²	386	4,708	9,430	50%
Other contractual - tree trimming* ¹	97	1,124	1,791	63%
Other contractual - horticulturalist	-	32	377	8%
Other contractual - training	-	-	283	0%
Maintenance tracking software	-	543	660	82%
Unbudgeted contractual services	-	12,221	-	N/A
Fountain maintenance	58	4,039	1,415	285%
Office operations	354	3,613	4,715	77%
Monument maintenance	-	3,254	3,772	86%
Total landscape services	<u>30,354</u>	<u>294,469</u>	<u>313,409</u>	94%
Roadway services				
Personnel	220	1,613	1,471	110%
Repairs and maintenance - parts	-	8,224	1,415	581%
Insurance	-	304	302	101%
Total roadway services	<u>220</u>	<u>10,141</u>	<u>3,188</u>	318%
Parks & recreation				
Utilities	31	421	340	124%
Operating supplies	-	8	40	20%
Total parks and recreation	<u>31</u>	<u>429</u>	<u>380</u>	113%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Annual Budget	% of Budget
Other fees & charges				
Property appraiser	-	145	145	100%
Tax collector	-	230	214	107%
Total other fees & charges	-	375	359	104%
Total expenditures	40,202	427,246	453,088	94%
Excess/(deficiency) of revenues over/(under) expenditures	(39,837)	62,689	4	
OTHER FINANCING SOURCES/(USES)				
Transfer in	-	282,403	-	N/A
Total other financing sources/(uses)	-	282,403	-	N/A
Net change in fund balances	(39,837)	345,092	4	
Fund balances - beginning	424,412	39,483	52,550	
Fund balances - ending	<u>\$ 384,575</u>	<u>\$ 384,575</u>	<u>\$ 52,554</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 354 - UNINSURED ASSETS
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date
REVENUES		
Interest	\$ -	\$ 16
Total revenues	-	16
EXPENDITURES		
Miscellaneous expenses	-	50
Total expenditures	-	50
Excess/(deficiency) of revenues over/(under) expenditures	-	(34)
OTHER FINANCING SOURCES/(USES)		
Transfers out	-	(282,403)
Total other financing sources/(uses)	-	(282,403)
Net increase/(decrease) of fund balance	-	(282,437)
Fund balance - beginning	-	282,437
Fund balance - ending	\$ -	\$ -

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
STATEMENT OF NET POSITION
ENTERPRISE FUND 451
SEPTEMBER 30, 2022**

	Bay Creek Enterprise Fund 451
ASSETS	
Current assets:	
Cash	
SunTrust	\$ 37,913
Accounts receivable (customers)	1,148
Due from Bayside general fund 001	498
Due from Bay Creek general fund 101	2,077
Accounts receivable (clearing fund)	3,307
WC deposit	35
Total current assets	<u>44,978</u>
Noncurrent assets:	
Capital assets	
Property, plant and equipment	18,320
Irrigation system	596,951
Less accumulated depreciation	<u>(540,242)</u>
Total capital assets, net of accumulated depreciation	<u>75,029</u>
Total noncurrent assets	<u>75,029</u>
Total assets	<u>120,007</u>
LIABILITIES	
Current Liabilities:	
Customer deposits	12,189
Due to Bayside enterprise fund 401	88,024
Total current liabilities	<u>100,213</u>
NET POSITION	
Net investment in capital assets	75,029
Unrestricted	<u>(55,235)</u>
Total net position	<u>\$ 19,794</u>

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 83,757	\$ 83,624	100%
Irrigation	16,859	178,292	181,896	98%
Meter fees	-	-	875	0%
Total operating revenues	<u>16,859</u>	<u>262,049</u>	<u>266,395</u>	98%
Operating expenses				
Administrative services				
Supervisors	242	3,095	3,230	96%
Engineering	147	1,298	1,813	72%
Legal	(2)	931	2,000	47%
Audit	-	3,000	3,000	100%
Management	335	4,020	4,021	100%
Accounting & payroll	117	1,400	1,400	100%
Computer services	35	464	420	110%
Utility billing	1,758	9,553	7,250	132%
Telephone	6	78	78	100%
Postage & reproduction	49	179	113	158%
Printing and binding	34	410	410	100%
Legal notices and communications	128	214	94	228%
Office supplies	-	138	50	276%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* ¹	-	2,875	2,988	96%
Miscellaneous	21	664	563	118%
Total administrative services	<u>2,870</u>	<u>28,354</u>	<u>27,489</u>	103%
Field management services				
Other contractual services	<u>263</u>	<u>3,150</u>	<u>3,150</u>	100%
Total field management services	<u>263</u>	<u>3,150</u>	<u>3,150</u>	100%
Water management services				
NPDES program	-	51	459	11%
Other contractual services: lakes	-	24,509	29,085	84%
Other contractual services: wetlands	-	3,489	5,505	63%
Other contractual services: culverts/drains	46	1,725	5,505	31%
Other contractual services: lake health	184	184	918	20%
Aquascaping* ¹	-	237	2,753	9%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	38	2,097	1,376	152%
Contingencies	-	528	-	N/A
Total water management services	<u>268</u>	<u>32,820</u>	<u>46,977</u>	70%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Landscape services				
Other contractual - tree trimming	-	-	1,376	0%
Total landscape services	<u>-</u>	<u>-</u>	<u>1,376</u>	0%
Roadway services				
Personnel	128	896	1,099	82%
Repairs and maintenance - parts	-	6,321	459	1377%
Insurance	6	336	63	533%
Total irrigation supply services	<u>134</u>	<u>7,553</u>	<u>1,621</u>	466%
Irrigation supply services				
Personnel	2,155	19,824	19,625	101%
Reclaimed water	7,709	112,285	75,646	148%
Repairs and maintenance - parts	962	9,652	6,250	154%
Insurance* ¹	-	2,636	2,625	100%
Meter costs	108	1,503	1,875	80%
Other contractual services	-	3,326	2,250	148%
Electricity	4,159	26,269	25,000	105%
Pumps & machinery	660	23,065	12,500	185%
Depreciation	1,250	15,000	15,000	100%
Total irrigation supply services	<u>17,003</u>	<u>213,560</u>	<u>160,771</u>	133%
Total operating expenses	<u>20,538</u>	<u>285,437</u>	<u>241,384</u>	118%
Operating income/(loss)	(3,679)	(23,388)	25,011	
Nonoperating revenues/(expenses)				
Interest income	-	4	125	3%
Total nonoperating revenues	<u>-</u>	<u>4</u>	<u>125</u>	3%
Change in net position	(3,679)	(23,384)	25,136	
Total net position - beginning	23,473	43,178	107,004	
Total net position - ending	<u>\$ 19,794</u>	<u>\$ 19,794</u>	<u>\$ 132,140</u>	

*¹ Typically an annual expense.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

MINUTES

A

DRAFT

**MINUTES OF MEETING
BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held a Joint Budget Workshop on August 12, 2022, at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public were able to participate via Zoom, at <https://us02web.zoom.us/j/88969163185> and via conference call at 1-929-205-6099, Meeting ID: 889 6916 3185 for both.

For Bayside Improvement CDD, present were:

Walter McCarthy (via telephone)	Chair
Bill Nicholson	Vice Chair
Gail Gravenhorst	Assistant Secretary
Bernie Cramer	Assistant Secretary

For Bay Creek CDD, present were:

James Janek (via telephone)	Chair
R. Gary Durney	Assistant Secretary
Jerry Addison	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Shane Willis (via telephone)	Operations Manager
Bill Packard	Resident/Landscape Committee Member

FIRST ORDER OF BUSINESS

Call to Order/Phone Silent Mode/Pledge of Allegiance

Mr. Adams called the workshop to order at 2:02 p.m.

SECOND ORDER OF BUSINESS

Roll Call

39 For Bayside Improvement CDD, Supervisors Gravenhorst, Nicholson and Cramer were
40 present. Supervisor McCarthy was attending via telephone.

41 For Bay Creek CDD, Supervisors Durney and Addison were present. Supervisor Janek was
42 attending via telephone.

43

44 **THIRD ORDER OF BUSINESS**

Public Comments: *Agenda Items*

45

46 There were no public comments.

47

48 **FOURTH ORDER OF BUSINESS**

**Discussion: Fiscal Year 2022/2023 Proposed
Budget**

49

50

51 Mr. Cramer suggested reviewing each line item of the proposed Fiscal Year 2023 budget,
52 as several iterations were received, including updates in the year-end projection report.

53 Mr. Nicholson agreed and noted that reviewing the year-end projection figure of each
54 budget line item will help determine what amount should be allotted for Fiscal Year 2023.

55 Mr. Adams distributed a revised version of the proposed Fiscal Year 2023 Budget.

56 Mr. Durney distributed and presented a sample spreadsheet he prepared of the proposed
57 Fiscal Year 2023 Budget, which included actual and variance cost columns and consisted of a six-
58 month time period.

59 Discussion ensued regarding how data is collected and how budget-related reports are
60 prepared.

61 Mr. Adams discussed ways to address Board Members' requests for budgets to include
62 certain data, consisting of a nine-month period instead of six months and the ability to reallocate
63 portions of the legal and engineering costs to a new contingency column.

64 The Boards reviewed and discussed each line item of the General Fund 001/101
65 Combined Budget – Pelican Landing. Mr. Adams discussed the following, some of which will
66 involve making additional changes to the following Fiscal Year 2023 budget line item figures:

67 ➤ Page 1, "Legal": Mr. Adams explained that costs are split between the CDDs and
68 Enterprise Funds. Overall, the fees were less due to remote participation.

69 Mr. Cramer stated the PLCA's new counsel is reviewing existing Agreements and that
70 could increase Mr. Cox services.

71 ➤ Page 1, "Engineering": Mr. Adams explained that costs are split between the CDDs and
72 Enterprise Funds.

73 ➤ Page 1, "Audit": A new amount will be inserted based on actuals, upon receipt of an
74 invoice that is expected this week.

75 ➤ Page 1, "Other contractual services-lakes": SOLitude Lake Management's rates did not
76 increase. Funds designated for the nano-bubblers will be reassigned to contingency.

77 ➤ Page 1, "Other contractual services-lake health": Mr. Adams noted the proposal for Fiscal
78 Year 2022 water quality testing is pending.

79 Mr. Adams stated that testing, along with littorals, is a requirement of the Settlement
80 Agreement with the City of Bonita Springs.

81 ➤ Page 1, "Aquascaping": A new figure will be inserted based on actuals, upon confirmation
82 from Mrs. Adams and receipt of a proposal for littorals.

83 ➤ Page 2, "Personnel services": Correction of the formula issues and the payroll increases
84 resulted in the overall increase amount.

85 ➤ Page 2, "Horticulture dumpster": Reduced proposed amount.

86 ➤ Page 2, "Employee uniforms": Increased proposed amount.

87 ➤ Page 2, "Mulch program": Reduced proposed amount due to recent incident of over
88 mulching. Changing the quantity amount and delivery charges were discussed.

89 ➤ Page 2, "Plant replacement program": Mr. Packard noted the PLCA is reviewing its Fiscal
90 Year 2023 budget as it is considering changing the medians in the community and approved
91 recent funding to upgrade two of the circles at Ridge Oak Drive.

92 Discussion ensued regarding the PLCA Agreement, mechanism of initiating the plant
93 replacement program versus replacing "aged out plantings", capital outlay and irrigation
94 upgrades.

95 The Boards reviewed and discussed each line item of the General Fund 002 – the Colony
96 Budget, as follows:

97 ➤ Page 14, “Contractual services – lightpoles”: Mr. Adams stated that the formula in the
98 Year End Projection Report will be corrected.

99 The Board decided on the strategy of budgeting one-third of the cost annually and
100 performing maintenance every three years.

101 ➤ A new “street light repainting” line item and assigned surplus fund balance will be added.

102 ➤ Page 14, “Chemicals”: Increased proposed amount.

103 ➤ Page 14, “Mulch program”: Reduced proposed amount due to recent incident of over
104 mulching.

105 Changing the quantity amount and delivery charges were discussed and asked Staff to
106 make the necessary changes to mulch installation procedures.

107 The Boards reviewed and discussed each line item of the Enterprise Fund 401/451
108 Combined Budget, as follows:

109 ➤ Page 17, “Reclaimed water – Bay Creek”: Mr. Adams will investigate whether the
110 proposed amount should be increased.

111 ➤ Page 17, “Surplus RCA Water – Bayside”: The amount in the “Total Revenue &
112 Expenditures” column will be corrected to zero.

113 Mr. Adams discussed the project timeline, Service Agreement and contractor’s schedule.

114 Discussion ensued regarding water storage, billing and staying in compliance with the
115 South Florida Water Management District (SFWMD) permit.

116 ➤ Page 17, “Depreciation”: The Controller will reset the new true-up amount. Mr. Adams
117 will clarify the amount written off for the pump stations and filtration systems.

118 Mr. Adams stated that the assessment levels listed in the revised budget spreadsheet
119 distributed today fall within the previously noticed amount and incorporating the additional
120 changes netted more reductions. An update of the proposed Fiscal Year 2023 budget, with the
121 changes discussed, will be emailed to the Boards and presented at the August 22, 2022 meeting.

122

123 **FIFTH ORDER OF BUSINESS**

124

125

126

**NEXT MEETING DATE: August 22, 2022 at
2:00 P.M. – Joint Public Hearing and Regular
Meeting**

127 • **QUORUM CHECK: *BAYSIDE IMPROVEMENT CDD***

128 • **QUORUM CHECK: *BAY CREEK CDD***

129 The next meeting would be held on August 22, 2022.

130

131 **SIXTH ORDER OF BUSINESS**

Supervisors' Requests

132

133 There were no Supervisors' requests.

134

135 **SEVENTH ORDER OF BUSINESS**

Public Comments: *Non-Agenda Items*

136

137 No members of the public spoke.

138

139 **EIGHTH ORDER OF BUSINESS**

Adjournment

140

141 There being nothing further to discuss, the workshop adjourned at 4:43 p.m.

142

143

144

145

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

146 **FOR BAYSIDE IMPROVEMENT:**

147

148

149

150

151 _____
Secretary/Assistant Secretary

_____ **Chair/Vice Chair**

152

153 **FOR BAY CREEK:**

154

155

156

157

158 _____
Secretary/Assistant Secretary

_____ **Chair/Vice Chair**

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

MINUTES

B

DRAFT

**MINUTES OF MEETING
BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

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The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held Multiple Joint Public Hearings and a Joint Regular Meeting on August 22, 2022, at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public were able to participate via Zoom, at <https://us02web.zoom.us/j/88969163185> and via conference call at 1-929-205-6099, Meeting ID: 889 6916 3185 for both.

For Bayside Improvement CDD, present were:

Walter McCarthy (via Zoom)	Chair
Bill Nicholson	Vice Chair
Bernie Cramer	Assistant Secretary
Gail Gravenhorst	Assistant Secretary
Karen Montgomery	Assistant Secretary

For Bay Creek CDD, present were:

James Janek (via Zoom)	Chair
Robert Travers	Vice Chair
R. Gary Durney	Assistant Secretary
Jerry Addison	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	District Manager
Dan Cox (via Zoom)	District Counsel, Bay Creek CDD
Wes Kayne (via telephone)	District Engineer
Bill Packard (via Zoom)	Resident/Landscape Committee Member
Mark Putcoff (via Zoom)	PLCA General Manager

FIRST ORDER OF BUSINESS

Call to Order/Phone Silent Mode/Pledge of Allegiance

40 Mr. Adams called the meeting to order at 2:01 p.m.

41

42 **SECOND ORDER OF BUSINESS**

Roll Call

43

44 For Bayside Improvement CDD, Supervisors Cramer, Montgomery, Gravenhorst and
45 Nicholson were present. Supervisor McCarthy was attending via Zoom.

46 For Bay Creek CDD, Supervisors Addison, Durney and Travers were present, in person.
47 Supervisor Janek was attending via Zoom. Supervisor McVay was not present.

48 All present recited the Pledge of Allegiance.

49

50 **On MOTION for Bayside by Mr. Nicholson and seconded by Ms. Gravenhort, with**
51 **all in favor, authorizing Mr. McCarthy's attendance and full participation, via**
52 **telephone/Zoom, due to exceptional circumstances, was approved.**

53

54 **On MOTION by Bay Creek by Mr. Travers and seconded by Mr. Addison, with all**
55 **in favor, authorizing Mr. Janek's attendance and full participation, via**
56 **telephone/Zoom, due to exceptional circumstances, was approved.**

57

58

59 **THIRD ORDER OF BUSINESS**

Public Comments: *Agenda Items*

60

61 There were no public comments.

62

63 **JOINT BUSINESS ITEMS**

64 **FOURTH ORDER OF BUSINESS**

Staff Report: District Engineer – *Barraco & Associates, Inc.*

65

66

67 There was no report.

68

69 **FIFTH ORDER OF BUSINESS**

Waterway Inspection Report: *SOLitude Lake Management*

70

71

72 The Monthly Report was included for informational purposes.

73 Mr. Adams stated that SOLitude is appointing a New Account Manager for the CDDs, as

74 Ms. Kennedy will be working with the South Florida Water Management District (SFWMD).

75 Mr. Addison asked that SOLitude inspect Lake D-14 to treat algae build up.

76 Mr. Durney stated that The Nest installed new irrigation piping and it ended up in Lake D-
77 6, "Hurricane #13", behind his residence. He asked why their pipes are going into a CDD
78 stormwater lake. Mr. Adams noted it appears to be flexible piping and stated it seems to be
79 diverting water from a low spot in the fairway into the pond. Mr. Durney asked if the CDDs or
80 the Golf Course controls construction of things that enter the ponds. Mrs. Adams stated, per
81 Mr. Zimmerman, it is an emergency valve that will only be used if there is a leak on that hole and,
82 per Mr. Zimmerman, that this common practice. Mr. Kayne stated he was not familiar with this
83 practice with regard to an irrigation system; he will confirm whether permits were issued.

84

85 **SIXTH ORDER OF BUSINESS**

Committee Reports

86

87 **A. PLCA Landscape Committee**

88 Mr. Packard stated that the Report will be presented at the next meeting. He noted the
89 replanting projects O'Donnell Landscapes completed.

90 Mr. Cramer asked for a copy of the landscape plans and asked for the amount designated,
91 in order for the CDDs to address any irrigation needs.

92 Resident and Landscape Committee Member Bill Packard stated that this was included in
93 the 2022 operating budget. Ms. Gravenhorst stated Mr. Kucera assured her that the new plans
94 will not require additional irrigation.

95 The Boards discussed asking the PLCA to update its process and to present and submit its
96 plans to the CDDs for review before proceeding with a project, so the CDDs can determine the
97 cost of irrigation and maintenance, once projects are completed.

98 Discussion ensued about the PLCA Landscape Agreement, defining PLCA and CDD
99 responsibilities when transitioning improvements and holding workshops to ensure written
100 documentation is available for future Boards to review.

101 Mr. Cox recalled that, during negotiations, the decision was to keep the projects open, as
102 this will allow the PLCA and CDDs to assign responsibilities specific to each project. Mr. Packard
103 stated that the PLCA will increase its cooperations with the CDDs. He noted the PLCA Board is

104 preparing next year’s plans and recently approved funding the minimal project. The \$45,000 bid
105 was comprised of rebuilding five sections and provided allowances for irrigation and specific
106 plans for plant materials, by location; no renderings exist. He noted that, if appropriate, there is
107 the possibility of charging back components of these expenses to the HOA, as the landscape
108 budget line item carried over surplus fund balance from the prior year. It was noted that the CDD
109 Representatives can provide updates at CDD meetings.

110 Mr. Durney asked which entity oversees removal of the abandoned utility boxes that are
111 surrounded by landscaping. Mr. Cramer recalled that Comcast refused to remove them. Mr.
112 Adams stated that this involves the PLCA, not the CDDs. The boxes are typically within a utility
113 easement. Mr. Packard stated that some boxes are still active as some residents still use Comcast.

114 **B. Colony Landscape Committee**

115 The Report was included for informational purposes.

116

117 **BAYSIDE IMPROVEMENT ITEMS**

118 **SEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and
Objections on the Adoption of District’s
Final Budget for Fiscal Year 2022/2023,
Pursuant to Florida**

119

120

121

122

123 **A. Proof/Affidavit of Publication**

124 The affidavit of publication was included for informational purposes.

125 **B. Consideration of Resolution 2022-06, Relating to the Annual Appropriations and**
126 **Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending**
127 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

128 Mr. Adams presented Resolution 2022-06. He reviewed the revisions to the proposed
129 Fiscal Year 2023 budget that were discussed at the Workshop meeting; the information needed
130 to make the revisions to the Enterprise Fund was pending. He addressed the Board’s concerns
131 about the following budget line items:

132 ➤ Bay Creek CDD-Fund Balance: Mr. Durney referred to the surplus fund balance amount
133 on Page 21 of the Unaudited Financial Statements versus the Year End Projected Report. He

134 expressed his opinion that the reserve fund balance is higher than needed and should be reduced
135 for Fiscal Year 2023.

136 Mr. Adams stated that the Board can reduce the surplus amount but reminded them that
137 there is still two months of expenses pending until Fiscal Year 2022 closes. Also, the amount is
138 slightly larger than normal because funds from the uninsured assets fund were transferred in.
139 Mr. Adams stated that it is good practice for reserves to equal a minimum of 25% of the annual
140 budget so there is sufficient funding on hand for unforeseen items, such as recovery costs due to
141 a storm event, equipment repairs, etc.

142 The ability to initiate a line of credit instead was discussed.

143 A suggestion was made to use fund balance instead of increasing assessments for Fiscal
144 Year 2023. Mr. Adams did not recommend that approach, due to time constraints and because
145 the assessment levels were already set and noticed, he suggested planning for it for Fiscal Year
146 2024.

147 Mr. Nicholson distributed and presented his list of suggested motions for the Fiscal Year
148 2023 Budget, motions related to the budget process beginning with the Fiscal Year 2024 Budget,
149 and a motion related to CDD monthly meeting protocols.

150 Staff was directed to include Mr. Nicholson's handout as an exhibit to the minutes.

151 Discussion of Mr. Nicholson's suggested motions related to the Fiscal Year 2023 budget
152 were as follows:

153 ➤ Motion #1: Remove a minimum of two positions from the Landscaping Personnel Services
154 category and add the same quantity of labor funds as a new budget line item in the Enterprise
155 Fund for Fiscal Year 2023 and going forward, representing the expected labor cost associated
156 with irrigation system maintenance and meter reading.

157 ➤ Motion #2: A field labor costs expended, and all materials consumed related to all
158 irrigation system repairs, modifications, improvements, such as designs, or project work, capital
159 or otherwise, be applied to the new Enterprise Budget labor category.

160 Mr. Adams stated he can take data from the current report to provide sprinkler readings
161 and repair labor cost information. He noted that Mr. Kucera and Mr. Kemp's wages are split
162 between the General Fund and Enterprise Funds. As there are no labor positions in the Enterprise

163 Fund, he will add two new, "Personnel Services-Irrigation and Personnel Services-Landscaping
164 categories in the Fiscal Year 2024 budget.

165 ➤ Motion #3: Stop the financial commitments to The Colony Flower and Mulch budget
166 when the adopted Fiscal Year 2023 budget amount is reached and the same for future years.

167 Mrs. Adams stated she will review the charges, as her records indicate they did not exceed
168 budget. She discussed the Club Care approval process and noted the new contract was recently
169 executed. Mr. Adams stated that the Projection Report was incorrect as the number of plantings
170 was incorrect.

171 Discussion of Mr. Nicholson's suggested motions related to the budget process, beginning
172 with the Fiscal Year 2024 budget were as follows:

173 ➤ Motion #4: All future budget documents, proposed and adopted, provide a percentage
174 comparison between the Proposed Budget and both the prior year adopted budget and the
175 current year end spending projections. Mr. Nicholson also distributed "Motion #4", including a
176 marked up Fiscal Year 2023 budget spreadsheet.

177 Mr. Nicholson motioned and Ms. Gravenhorst seconded the motion, however, since this
178 was a non-issue and it did not go to final vote, as Mr. Adams provided this information by
179 un hiding a cell in the existing spreadsheet.

180 ➤ Motion #5: Reschedule the Budget Workshop to the Friday before Monday's Public
181 Hearing Meeting and include nine months of "Actual Spending" in the budget documents instead
182 of six months.

183 Mr. Adams stated he can provide the information via the Projection Report. He explained
184 that the Controller will not modify the formulas in the Unaudited Financial Statements because
185 CDDs, as governmental entities, must adhere to the Florida Auditor General's Governmental
186 Accounting Standards.

187 Mr. Janek voiced his opinion that this level of micromanagement of the budget process is
188 excessive. Mr. McCarthy concurred.

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On MOTION for Bayside by Mr. Nicholson and seconded by Mr. Cramer, with Mr. Nicholson, Mr. Cramer and Ms. Gravenhorst in favor and Ms. Montgomery and Mr. McCarthy dissenting, modify the Unaudited Financial Statements to include nine months of actual expenses and rescheduling the Budget Workshop from July 14, 2023 to July 21, 2023 and rescheduling the July Regular Meeting from July 24, 2023 to July 31, 2023, was approved. [Motion passed 3-2]

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The Bay Creek Board did not vote on this matter.

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➤ Motion #6: Mr. Nicholson presented his motion.

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On MOTION for Bayside by Mr. Nicholson and seconded by Ms. Gravenhorst, with all favor, provide narrative notes and color code and highlight changes to explain the basis for the proposed budget changes between the prior and latest version, was approved.

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➤ Motion #7: Mr. Nicholson distributed a markup of "Motion #7" to add columns to the Preliminary 2022-2023 and 2021-2022 Assessment Tables. A motion is not required.

210

➤ Motion #8: The request to email Board Members the detail labor calculation Worksheet. A motion is not required.

212

Discussion of Mr. Nicholson's suggested motion related to the CDD monthly meeting protocol was as follows:

214

➤ Motion #9: Staff to provide upcoming meeting materials to the Boards a minimum of 72 hours in advance of an upcoming meeting and any materials distributed with less than a 72-hour lead time will be placed on the agenda and discussed at the next monthly meeting. A motion is not required.

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On MOTION for Bayside by Ms. Gravenhorst and seconded by Ms. Montgomery, with all favor, the Public Hearing was opened.

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No members of the public spoke.

224

Mr. Adams closed the Public Hearing.

225 Mr. Adams presented Resolution 2022-06.

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On MOTION for Bayside by Ms. Gravenhorst and seconded by Ms. Montgomery, with all in favor, Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

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233

234 **EIGHTH ORDER OF BUSINESS**

Public Hearing to Hear Comments and Objections on the Imposition of Special Assessments for Operations and Maintenance for Fiscal Year 2022/2023, Pursuant to Florida Law

235

236

237

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239

240 **A. Proof/Affidavit of Publication**

241 **B. Mailed Notice(s)**

242 These items were included for informational purposes.

243 **C. Consideration of Resolution 2022-07, Making a Determination of Benefit and Imposing**
244 **Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and**
245 **Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for**
246 **Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an**
247 **Effective Date**

248 Mr. Adams noted the only changes to the Fiscal Year 2023 budget were in the format; the
249 Assessment Roll figures remained unchanged since last discussed.

250 **Mr. Adams opened the Public Hearing.**

251 No members of the public spoke.

252 **Mr. Adams closed the Public Hearing.**

253 Mr. Adams presented Resolution 2022-07.

254 Mr. McCarthy listed the following Fiscal Year 2023 assessment levels, on Pages 10, 15 and
255 22 of the adopted Fiscal Year 2023 budget:

<u>Description</u>	<u>General</u> <u>Fund 001</u>	<u>General</u> <u>Fund 002</u>	<u>Enterprise Fund</u>
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258	Common & Administration	\$254.48		
259	Full Assessment	\$645.33	\$637.88	\$82.79
260	Limited Benefit Assessment-outside gate	\$172.15		

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267

On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery, with all in favor, Resolution 2022-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

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Mr. Durney stepped away momentarily and returned shortly thereafter.

271

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274

Mrs. Adams reviewed and confirmed that, after processing Change Order #3, The Fiscal Year 2022 Colony flower expenditures totaled \$48,578.79, which is under budget. She thought that the appearance of an overage is because an item was miscoded to that line item.

274

BAY CREEK ITEMS

NINTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Adoption of District's Final Budget for Fiscal Year 2022/2023, Pursuant to Florida

277

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279

280

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-07, Relating to the Annual Appropriations and

Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending

September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams noted the only changes made to the Fiscal Year 2023 budget were in the

format, similar to the Bayside budget. The Assessments remained unchanged.

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

291 Mr. Adams presented Resolution 2022-07.

292

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297

On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Durney, with all in favor, Resolution 2022-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

298

299

300 **TENTH ORDER OF BUSINESS**

Public Hearing to Hear Comments and Objections on the Imposition of Special Assessments for Operations and Maintenance for the Fiscal Year 2022/2023, Pursuant to Florida Law

301

302

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306 **A. Proof/Affidavit of Publication**

307 **B. Mailed Notice(s)**

308 These items were included for informational purposes.

309 **C. Consideration of Resolution 2022-08, Making a Determination of Benefit and Imposing**
310 **Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and**
311 **Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for**
312 **Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an**
313 **Effective Date**

314 **Mr. Adams opened the Public Hearing.**

315 No members of the public spoke.

316 **Mr. Adams closed the Public Hearing.**

317 Mr. Adams presented Resolution 2022-08.

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On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Addison, with all in favor, Resolution 2022-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

325

326 **JOINT BOARD ITEMS**

327 **ELEVENTH ORDER OF BUSINESS**

**Presentation of Monthly Budget and Year
End Projection *(to be provided under
separate cover)***

328
329
330

331 Mr. Adams gave updates and discussed upcoming changes to the Monthly Budget and
332 Year End Projection Report distributed in the meeting.

333

334 **TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of July 31, 2022**

335
336

337 Mr. Adams presented the Unaudited Financial Statements as of July 31, 2022.

338 There were no questions.

339 **▪ Re-initiating Water Quality Testing**

340 **This item was an addition to the agenda.**

341 Mr. Adams recalled that water quality testing and reporting of the seven outfall ponds
342 and sediment sampling was deferred while the Water Quality Task Force (WQTF) performed its
343 specific task. This was also a requirement of the Settlement Agreement with the City of Bonita
344 Springs.

345 Mr. Adams stated that the overall cost is \$13,850; however, he believed sediment
346 sampling should be scheduled every three years, rather than annually, equating to a savings of
347 \$6,900.

348 Discussion ensued regarding a suggestion to test for fecal bacteria.

349 Mr. Cox reported that, with input from Mr. Urbancic, a link to the Florida Atlantic
350 University Analysis of the Waterways in Lee County was emailed. The Analysis essentially states
351 over 65% of the septic tanks installed between 1960 and 1970 cannot be located; those are
352 contributing to the nutrient load in the waterways. He noted the University of Florida report on
353 this matter and current State legislation requirements. He recommended the CDDs reduce their
354 burden on this matter.

355 Discussion ensued regarding adding fecal bacteria testing and concerns about doing so
356 when it is not a requirement. Whether septic tanks are on PLCA property or in the marina was
357 discussed.

358 Mr. Cox noted the only requirement of the Settlement Agreement was to monitor the
359 outfall ponds.

360

361 **On MOTION for Bayside by Ms. Montgomery and seconded by Mr. Cramer, with**
362 **all in favor, re-instituting the Water Quality Testing Program, adding fecal**
363 **bacteria testing and conducting the sediment sampling testing every three**
364 **years, was approved.**

365

366 **On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Addison, with**
367 **Mr. Travers, Mr. Addison and Mr. Janek in favor and Mr. Durney dissenting, re-**
368 **instituting the Water Quality Testing Program, adding fecal bacteria testing and**
369 **conducting the sediment sampling testing every three years, was approved.**
370 **[Motion passed 3-1]**

371

372

373 Ms. Gravenhorst stated that the WQTF accomplished its tasks and is no longer a
374 functioning task force.

375 **▪ Purchase Street Sweeper**

376 **This item was an addition to the agenda.**

377 Mr. Adams discussed the need to replace the existing street sweeper.

378 Regarding water quality testing, Mr. Janek stated the CDDs executed the Settlement
379 Agreement and agreed to cooperate with the City in doing this minor testing because it will
380 exempt the CDDs from paying for the City's \$21 million sewer project. Mr. Cox stated the CDDs
381 are in partnership with the City and helping the City understand where the input is.

382

383 **On MOTION for Bayside by Ms. Montgomery and seconded by Ms. Gravenhorst,**
384 **with all in favor, purchasing the Georgia Sweeper in Fiscal Year 2022, was**
385 **approved.**

386

387 **On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Durney, with all**
388 **in favor, purchasing the Georgia Sweeper in Fiscal Year 2022, was approved.**

389
390

391 **THIRTEENTH ORDER OF BUSINESS**

Approval Minutes

392
393

Mr. Adams presented the following:

394 **A. July 15, 2022 Joint Budget Workshop**

395

396 **On MOTION for Bay Creek by Mr. Durney and seconded by Mr. Janek, with all in**
397 **favor, the July 15, 2022 Joint Budget Workshop Minutes, as presented, were**
398 **approved.**

399

400 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery,**
401 **with all in favor, the July 15, 2022 Joint Budget Workshop Minutes, as presented**
402 **were approved.**

403

404 **B. July 25, 2022 Joint Regular Meeting**

405

406 **On MOTION for Bayside by Mr. McCarthy and seconded by Mr. Nicholson, with**
407 **all in favor, the July 25, 2022 Joint Regular Meeting Minutes, as presented, were**
408 **approved.**

409

410 **On MOTION for Bay Creek by Mr. Durney and seconded by Mr. Travers, with all**
411 **in favor, the July 25, 2022 Joint Regular Meeting Minutes, as presented, were**
412 **approved.**

413

414

415 **FOURTEENTH ORDER OF BUSINESS**

Action/Agenda Items

416

417 This item was deferred to the next meeting.

418

419 **FIFTEENTH ORDER OF BUSINESS**

Old Business

420

421 There was no old business.

422

423 **SIXTEENTH ORDER OF BUSINESS** **Staff Reports**

424

425 **A. District Counsel**

426 **I. *Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.***

427 **II. *Daniel Cox, Esq.***

428 There were no District Counsel reports.

429 **B. District Manager: *Wrathell, Hunt and Associates, LLC***

430 **I. Monthly Status Report: Field Operations**

- 431
 - **Discussion/Presentation: Monthly Report Narrative**

432 The Monthly Report was included for informational purposes.

433 **II. NEXT MEETING: September 26, 2022 at 2:00 P.M.**

- 434
 - **QUORUM CHECK: *BAYSIDE IMPROVEMENT CDD***

- 435
 - **QUORUM CHECK: *BAY CREEK CDD***

436 The next meeting would be held on September 26, 2022.

437

438 **SEVENTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

439

440 Mr. Durney asked about Mr. Kemp's progress in scheduling tree trimming at the central
441 entrance to help increase lighting visibility. Mr. Adams will email an update to the Boards.

442 Mr. Cramer advised Mr. Adams of the two HOAs having different views on lighting the
443 central entrance and suggested installing uplighting in the future.

444

445 **EIGHTEENTH ORDER OF BUSINESS** **Public Comments: *Non-Agenda Items***

446

447 No members of the public spoke.

448

449 **NINETEENTH ORDER OF BUSINESS** **Adjournment**

450

451

452 **On MOTION for Bayside by Mr. Cramer and seconded by Ms. Gravenhorst, with**
453 **all in favor, the meeting adjourned at 4:43 p.m.**

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On MOTION for Bay Creek by Mr. Addison and seconded by Mr. Travers, with all in favor, the meeting adjourned at 4:43 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

463 **FOR BAYSIDE IMPROVEMENT**

464

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468 **Secretary/Assistant Secretary**

Chair/Vice Chair

469

470 **FOR BAY CREEK:**

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475 **Secretary/Assistant Secretary**

Chair/Vice Chair

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477

**EXHIBIT
SUPERVISOR NICHOLSON – MOTIONS HANDOUT**

FY 2023 Budget And Process Learnings
Bayside CDD Meeting - August 22nd, 2022

Current FY 2023 Budget

Motion #1 – That a minimum of two Field Labor positions will be removed from the Landscaping Personnel Services category and add the same quantity of labor dollars as a new budget line item in the Enterprise Fund beginning in the FY 2023 Budget (and beyond), representing the expected labor cost associated with irrigation system maintenance and meter reading.

Motion #2 – That all field labor costs expended, and all materials consumed related to all irrigation system repairs, modifications, improvements, re designs, or project work (capital or otherwise) will be applied to this new Enterprise Budget labor category beginning in FY 2023 and beyond.

Motion #3 – That financial commitments to the Colony Flower and Mulch Budget will stop when the approved Budget is reached for 2023, and for future years.

Related To The Budget Process – Beginning With The FY 2024 Budget

Motion #4 – That all future budget documents (Proposed and Adopted) provide a percentage comparison between the Proposed Budget and BOTH the prior year Adopted Budget AND the Current Year End Spending Projection.

Motion #5 – That all future Proposed Budgets reference 9 months “Actual Spending thru 6/30/XX”. Reschedule the 2023 Budget Workshop from 7/14/23 to 7/21/23, and re schedule the regular CDD Monthly Meeting from 7/24/23 to 7/31/23. Perpetuate this pattern in future years.

Motion #6 – That all Proposed Budgets and Proposed Budget Updates are issued with a companion set of narrative notes and color highlighted changed numbers (one color for increases, and another color for decreases) that will help to explain the basis for change between the prior and latest version.

Motion #7 – That two new columns be added to the Preliminary Bayside 2022 – 2023 Assessments Table (Page 25, upper box) indicating the proposed year over year DOLLAR and PERCENT increase. Continue this format in future years.

Motion #8 – That all future Proposed Budgets will contain the detailed labor calculation worksheet listing all employees, current salary or wage, proposed increases, proposed increase date, any planned bonuses, and the DOLLAR and PERCENTAGE change for each (and in total) vs. the current Adopted Budget.

CDD Monthly Meeting Protocol

Motion #9 – That a hard cutoff is established for all future CDD Meetings such that any material that is to be distributed in preparation for an upcoming meeting is delivered to each Supervisor a minimum of 72 hours in advance of the upcoming meeting. Any materials distributed with less than a 72 hour lead time will be placed on the agenda and discussed at the next Monthly Meeting.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**ACTION/AGENDA
ITEMS**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

ACTIVE / ONGOING – NEW at 08.22.22 MEETING

- 1.** Mrs. Adams to ask SOLitude to inspect and treat algae build up in Lake D-14. **COMPLETED after 08.22.22 meeting**

- 2.** Mr. Kayne to inspect new irrigation piping, “emergency valve”, installed at Lake D-16, “Hurricane #13” and confirm if permits were issued. **ONGOING**

- 3.** Mr. Adams to request a copy of the PLCA’s landscape plans and email to Mr. Cramer and the Boards. **ONGOING**

- 4.** Mr. Adams to reformat the Fiscal Year 2023 and 2024 Budgets per Motions #1 through #9 approved in the meeting. Mr. Nicholson distributed the Motions list which will be attached to the meeting minutes. **ONGOING**

- 5.** Mrs. Adams to research and adjust incorrect coding to The Colony Flower budget line item causing it to exceed budget. **ONGOING**

- 6.** Mr. Adams to coordinate WHA Staff provide upcoming materials to the Board a minimum of 72 hours in advance of an upcoming meeting, anything less will be deferred to the next meeting. **ONGOING**

- 7.** Mr. Adams to reinstitute Wate Quality Testing of the seven outfall ponds and include fecal bacteria testing and conduct sediment testing every three years. **ONGOING**

- 8.** Mr. Adams to coordinate purchase of new street sweeper. **ONGOING**

- 9.** Mr. Adams to check with Mr. Kemp on status of trimming tress at the center entrance to help increase lighting viability and email the Boards an update. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

ACTIVE / ONGOING – CARRY OVER FROM 07.25.22 MEETING

- 1.** Mr. Adams to request general ledger from accounting and email to Mr. Durney. **ONGOING**
- 2.** Mr. Adams to email the Board the list of independent contractors for the CDDs. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

ACTIVE / ONGOING – CARRIED OVER OLDER THAN 07.25.22

1. Mr. Adams/Mr. Kayne/Mr. Cox working on Water Quality Improvement Plan. **ONGOING**
2. Mrs. Adams to ask Mr. Kucera to have the alarm system at the central fountain repaired. **ONGOING**
3. Mr. Adams to invite The Colony Manager to attend the Colony Landscape Committees quarterly tour of the community. **ONGOING**
4. CDD Board Members to notify Mr. Adams of attending non-CDD meetings so he can notice them as workshops. **ONGOING**
5. Mr. Kurth/SOLitude to address mechanical issues on nano-bubbler on Lake E-5. **ONGOING**
6. Mr. Adams to research an existing legal document with the PLCA addressing assistance in reimbursing for FEMA activity. **ONGOING**
7. Bentley Electric to inspect utility poles along Pelican Nest and Pinewater for missing hand hole covers. **ONGOING**
8. Mr. Adams to confirm if Bayside “Irrigation Revenue” amount in Projected Report was correct & prepare Budget Amendment, once invoices for new pumps are processed. **ONGOING**
9. Mr. Zimmerman to provide documentation to prep Easement Agreement to Pelican Nest Golf Course and Ms. De Lestan’s contact information to Mr. Adams to email to Boards. **ONGOING**
10. Mr. Adams to schedule a visit with Mr. Zimmerman to see a demonstration of the new straight trimmer and give suggestions for improvement to the BMPs if any. **ONGOING**
11. Mr. Adams to prepare a communication regarding the Irrigation Rate Increase to include in the HOA newsletter. **ONGOING**
12. PLCA to continue to monitor the height of the newly installed dwarf bougainvillea at the main entrance points and various other areas and to address line of sight concerns. **ONGOING**
13. Mr. Adams to email project updates from the PLCA to the Boards. **ONGOING**
14. Staff to revise Interlocal Agreement with the Village of Estero and negotiate accepting maintenance of a section of CDD-owned road, located outside the gate. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

COMPLETED ITEMS – RECENT TO OLDEST

1. WHA to ship via FedEx overnight hard copies of Proposed FY 2023 budget & Projection Reports, to the Board. **COMPLETED (after 07.25.22 meeting) MOVED TO COMPLETED 08.22.22**
2. Mr. Grau to modify the information about the CDDs' sharing the same Developer noted on Page 16, on all future Audited Financial Reports. **COMPLETED (after 07.25.22 meeting) MOVED TO COMPLETED 08.22.22**
3. Ms. McVay request: Mr. Kemp to determine if estimated billing can be implemented until meters are replaced. **COMPLETED (after 07.25.22 meeting) MOVED TO COMPLETED 08.22.22**
4. Mr. Adams to research the "Miscellaneous FEMA/State reimbursement" revenue line item. **COMPLETED (after 07.25.22 meeting) MOVED TO COMPLETED 08.22.22**
5. Mr. Adams: Ask Mr. Cox to memorialize underground and other related provisions in the Easement Agreement to be issued to Pelican Nest Golf Course re: its request to Directional Bore under CDD Land Tract. **COMPLETED after 07.25.22 meeting MOVED TO COMPLETED 08.22.22**
6. Mr. Adams to update the existing document clarifying CDD versus HOA responsibilities and email an updated version to the Boards for review. **COMPLETED (after 07.25.22 meeting) MOVED TO COMPLETED 08.22.22**
7. Mr. Adams to confirm for the next meeting that the CDDs' 20-Year Stormwater Management Needs Analysis Report was submitted to the County **COMPETED after 06.27.22 meeting. MOVED TO COMPLETED 07.25.22**
8. Mr. Adams to work with Mr. Willis on correcting the formulas in the Monthly Budget and Year End Projected Report and email to the Boards by Friday. **COMPLETED after 06.27.22 meeting MOVED TO COMPLETED 07.25.22**
9. Mr. Adams to monitor the assessment level revenues as it was below the 100% projected amount. **COMPETED prior to 07.25.22 meeting MOVED TO COMPLETED 07.25.22**
10. Mrs. Adams to contact appropriate parties to address grass clippings at Sites A-7 and A-12. **COMPLETED after 06.27.22 meeting MOVED TO COMPLETED 07.25.22**
11. Mr. Adams to provide Mr. Puthoff the vendor list for the Storm Emergency Clean Up plan. **MOVED TO COMPLETED 07.25.22**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

- 12.** Mr. Adams to research why the “Colony Flower Program” line item was at 200% of budget. **COMPETED prior to 07.25.22 meeting MOVED TO COMPLETED 07.25.22**

- 13.** Mrs. Adams to have Bentley Electric check the photo cells of the street lights on Pine Water Boulevard as they stayed on during the day. **COMPLETED after 06.27.22 meeting MOVED TO COMPLETED 07.25.22**

- 14.** Mr. Adams: Research a possible error in “Mulch” line item. **06.27.22** Working on issue with Accounting Dept. **COMPETED prior to 07.25.22 meeting MOVED TO COMPLETED 07.25.22**

- 15.** Mr. Kucera: address line of sight at entry areas adjacent to US 41. **COMPLETED 07.25.22**

- 16.** Mr. Cramer to work with Mr. Puthoff to disseminate information in advance of hurricane season. **COMPLETED 07.25.22**

- 17.** Mr. Adams to research a late Bentley Electric invoice in relation to Unaudited Financials. **COMPLETED 07.25.22**

- 18.** Mr. Adams to present designs to provide Bayside with well water from The Brooks at the next meeting and present modified permits within the next 60 days. Estimated Completion: First Quarter Fiscal Year 2022. **COMPLETED after 06.27.22 meeting MOVED TO COMPLETED 07.25.22**

- 19.** Mrs. Adams to ask Mr. Kucera to facilitate gate repairs. 03.28.22 Proposals being obtained. Mr. McCarthy to email Mrs. Adams contact info of another source to send to Mr. Kucera, along with advising him to obtain a quote from the original contractor. **04.25.22** Contract executed. **COMPLETED after 06.27.22 meeting MOVED TO COMPLETED 07.25.22**

- 20.** Mrs. Adams to inform Mr. McCarthy when the conservation area signs will be installed. **COMPLETED 06.27.22**

- 21.** Mrs. Adams to forward information regarding the cracked pipe and flooded vault in the central fountain to the insurance company and coordinate repairs. **COMPLETED 06.27.22**

- 22.** Mr. Putcoff: Work with Mr. Adams to review final Storm Emergency document before it is sent to residents. **COMPLETED after 05.23.22 meeting MOVED TO COMPLETED 06.27.22**

- 23.** Mrs. Adams to forward the Scope of Work for review, and Mr. Urbancic sign off approval on the FL GIS Solutions, Inc. Scope of Work. **COMPLETED 05.23.22**

- 24.** Mr. Adams to notify Mr. Kemp to review Ms. McVay’s clogged irrigation line to be flushed and inspect the system. **COMPLETED 05.23.22**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS**

COMPLETED ITEMS – RECENT TO OLDEST

25. Mrs. Adams to advise Mr. Kucera to visit landscape area at southernmost part of US 41, to determine if more fertilizer was needed. 04.25.22 Mr. Kucera to revisit. **COMPLETED 05.23.22**
26. Mr. Adams to email Mr. Putcoff the CDD's Hurricane/Storm schedule. **COMPLETED after 04.25.22 meeting MOVED TO COMPLETED 05.23.22**
27. Ms. Kennedy to report back to the Board on whether Mr. Kurth agreed to suspend the lease fee until the nano-bubblers are operational. **COMPLETED after 04.25.22 meeting MOVED TO COMPLETED 05.23.22**
28. Mrs. Adams to prepare an invoice and advise Mr. Cox to prepare a letter to the resident for reimbursement of mitigation costs at Point Creek Court, once the relevant invoices are processed. **COMPLETED 04.25.22**
29. Mrs. Adams to purchase conservation signs to install behind residences abutting the preserve. **COMPLETED 04.25.22**
30. Mr. Adams: get Horticulturists advice on soil testing problem areas. **COMPLETED 04.25.22**
31. Mr. Adams to schedule a tour of the community for The Colony Landscape Committee and invite the Horticulturist. 03.28.22 Inspection scheduled for 04.25.22. **COMPLETED 04.25.22**
32. Mr. Kayne to submit invoice specific to the Point Creek Court restoration project to Mrs. Adams. **COMPLETED after 03.28.22 meeting MOVED TO COMPLETED 04.25.22**
33. Ms. Kennedy would ask the SOLitude Technician to inspect and treat alligator weed and algae in Pond A-2. **COMPLETED 03.28.22**
34. Mr. Adams to email new expanded Financial Statement Schedules to Mr. Durney and Ms. McVay, include as an ongoing agenda item and, email the document to the Boards and distribute at each meeting; as they will not be included in the agenda package. **COMPLETED 03.28.22**
35. Mrs. Adams to purchase signs to install every 70' in preserve areas. **COMPLETED 03.28.22**
36. Mrs. Adams to contact vendor re: Ridge Monument not painted. **COMPLETED 03.28.22**
37. Mrs. Adams to have the sidewalks inspected for vegetation encroachment and trimmed. **COMPLETED after 02.28.22 meeting MOVED TO COMPLETED 03.28.22**

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**STAFF
REPORTS
BI**

From: [Paul Kemp](#)
To: [Cleo Adams](#); [shane willis](#); [Gianna Denofrio](#); [Daphne Gillyard](#); [Debbie Tudor](#)
Cc: [Doug Kucera](#)
Subject: Monthly Reports
Date: Monday, October 17, 2022 1:17:22 PM
Attachments: [Emergent_20221017.pdf](#)
[Colony_Operations_202209.pdf](#)
[Landing_Production_202209.pdf](#)
[zeros20220915.pdf](#)

Landscape:

Since last report we have been mowing every Monday, Tuesday, & Wednesday. In September at the request of the Landscape Committee we started a landscape refreshment project on Pelican Colony Boulevard at the Animal Crossing approaching the Colony Fountain. We first removed the Juniper tilled and out the roots. Next we took the opportunity to get rotary irrigation off of another sidewalk by reworking the irrigation in the area. The north side has been planted with Muley Grass and the south side is ready to be planted in the coming days with three kinds of ornamental grasses. All of the bushes south of the sidewalk along Coconut Road from 41 to The Hyatt have been trimmed with the exception of some of the tall ficus west of North Commons. The South Gate Entry got an overdue trimming of the area just inside the gate, north side. I understand the Landscape committee is discussing a possible refresh here in the near future. Hardwoods got a trim over the roadways on Burnt Pine, Pennyroyal, and Pelican Colony Boulevard. We added material to the three circles inside Waterside. We trimmed up the Hong Kong Orchids and added missing Arbutus and Bougainvilleas. We also prepped and replaced some areas with new sod. Pinewater, Pelican's Nest Drive and Goldcrest Drive. Hurricane Ian set us off-track by about a week. We did manage to treat the annual beds with pesticide for the planting happening now the week of November 14th instead of the 7th. Fertilization is the next project to take place.

Irrigation:

Water levels remain at control. Hurricane Ian posed only minor damages to some lateral lines. Unrelated to the storm we identified an 8" water main break in The Colony when a bolt on a valve rusted in two. The force of the water caused minor damage to the roadway, requiring a 10' x 10' asphalt patch, approaching Castella.

Phase One Pumps Schedule:

Off - Sunday 10am until Monday at 7am

Services provided by the Irrigation Department:

1. Sustainability - Our chief objective is to provide a sustainable irrigation water source while managing the watershed between the cycles of the wet and dry seasons, to support a thriving native landscape throughout Pelican Landing and The Colony.
2. Water Management – Sluice gates were opened in response to approaching Hurricane Ian. We closed them again 24 hours after the storm.
3. Pumping Stations – Both stations remained dry through the storm and are fully optimized.
4. Meter Maintenance – We are targeting crushed and buried meter boxes and missing lids.

We are rehabbing, raising, and placing lids and boxes all around the community.

5. Alterations –

6. Water Quality – Both pump stations’ filtration systems fully operational and optimized.

7. Wet Checks – Our team systematically turns on and audits every sprinkler zone in the district, making necessary adjustments and repairs.

8. Reporting - Manage, monitor, and report all incoming and outgoing irrigation water usage, along with sluice gate activities in accordance with our permits issued by South Florida Water Management District.

Paul Kemp

Irrigation Manager

Bayside/Baycreek CDD

pkemp@whhassociates.com

Colony Operations

Upcoming Jobs						
Name	leader	Start Date	Category	people	Actual	Team
Mow St.Augustine	Don Schroeder	2022-10-19	Mowing	5	0	0
		2022-10-19			0	0
In Progress Jobs						
Name	leader	Start Date	Category	people	Actual	Team
Remove soil from annual beds	Don Schroeder	10/11/22 10:44 AM	Other Work	3	8.2	24.6
Fertilize shrubs	Don Schroeder	10/17/22 7:09 AM	Application	2	0	0
Hurricane watch	Don Schroeder	10/17/22 9:29 AM	Other Work	1	0	0
Check uplights	Don Schroeder	10/17/22 11:53 AM	Lighting	1	0	0
		10-11 to 10-17			8.2	24.6
Completed Jobs						
Name	leader	Start Date	Category	people	Actual	Team
Cleanup Debris	Don Schroeder	9/1/22 7:01 AM	Cleanup	1	2.4	2.4
Application turf	Don Schroeder	9/1/22 8:13 AM	Application	1	3.36	3.36
Trimming trees	Don Schroeder	9/1/22 7:02 AM	Trimming	2	7.14	14.28
Check Uplights	Don Schroeder	9/1/22 12:48 PM	Lighting	1	3	3
Trimming shrubs	Don Schroeder	9/1/22 7:02 AM	Trimming	2	9.04	18.08
Application Roundup	Don Schroeder	9/1/22 8:13 AM	Application	1	6.64	6.64
Cleanup Debris	Don Schroeder	9/2/22 7:03 AM	Cleanup	1	1.23	1.23
Application Turf	Don Schroeder	9/2/22 8:17 AM	Application	1	1.49	1.49

Colony Operations

Hand prune shrubs	Don Schroeder	9/2/22 7:03 AM	Trimming	1	3.46	3.46
Trimming shrubs	Don Schroeder	9/2/22 7:04 AM	Trimming	4	3.46	13.84
Hand prune shrubs	Don Schroeder	9/2/22 8:17 AM	Trimming	1	2.24	2.24
Cleanup Debris	Don Schroeder	9/6/22 7:02 AM	Cleanup	1	3.89	3.89
Application Annuals	Don Schroeder	9/6/22 8:16 AM	Application	1	2.67	2.67
Application Turf	Don Schroeder	9/6/22 10:57 AM	Application	1	1.67	1.67
Mow Celebration	Don Schroeder	9/6/22 7:03 AM	Mowing	5	7.38	36.9
Mow Celebration	Don Schroeder	9/6/22 2:12 PM	Mowing	4	0.48	1.92
Cleanup Debris	Don Schroeder	9/7/22 6:59 AM	Cleanup	1	1.72	1.72
Mow Celebration	Don Schroeder	9/7/22 7:00 AM	Mowing	1	2.41	2.41
Application Flowering plants	Don Schroeder	9/7/22 7:50 AM	Application	1	5.56	5.56
Mow St.Augustine	Don Schroeder	9/7/22 7:01 AM	Mowing	4	7.45	29.8
Remove seedheads from Coleus	Don Schroeder	9/6/22 9:04 AM	Other Work	1	12.42	12.42
Remove seedheads from Coleus	Don Schroeder	9/7/22 9:25 AM	Other Work	1	6.62	6.62
Lay remaining sod	Don Schroeder	9/7/22 2:31 PM	Other Work	3	1.53	4.59
Cleanup Debris	Don Schroeder	9/8/22 6:59 AM	Cleanup	1	2.43	2.43
Mow St.Augustine	Don Schroeder	9/7/22 2:30 PM	Mowing	1	6.33	6.33
Application Turf	Don Schroeder	9/8/22 7:42 AM	Application	1	3.4	3.4
Trimming shrubs	Don Schroeder	9/8/22 7:00 AM	Trimming	4	9.06	36.24
Application Roundup	Don Schroeder	9/8/22 7:47 AM	Application	1	6.64	6.64
Cleanup Debris	Don Schroeder	9/9/22 7:04 AM	Cleanup	1	1.96	1.96

Colony Operations

Trimming shrubs	Don Schroeder	9/9/22 7:05 AM	Trimming	4	23.7	94.8
Hand prune shrubs	Don Schroeder	9/9/22 7:05 AM	Trimming	1	4.43	4.43
Hand prune shrubs	Don Schroeder	9/9/22 9:01 AM	Trimming	1	2.49	2.49
Application Turf	Don Schroeder	9/9/22 9:51 AM	Application	1	1.66	1.66
Cleanup Debris	Don Schroeder	9/12/22 7:02 AM	Cleanup	1	2.74	2.74
Mow Celebration	Don Schroeder	9/12/22 9:17 AM	Mowing	1	4.67	4.67
Mow Celebration	Don Schroeder	9/12/22 7:04 AM	Mowing	4	8.98	35.92
Cleanup Debris	Don Schroeder	9/13/22 7:05 AM	Cleanup	1	1.89	1.89
Mow Celebration	Don Schroeder	9/13/22 7:19 AM	Mowing	1	3.86	3.86
Mow St.Augustine	Don Schroeder	9/13/22 7:19 AM	Mowing	3	7.36	22.08
Trimming shrubs	Don Schroeder	9/13/22 1:43 PM	Trimming	2	1.33	2.66
Mow St.Augustine	Don Schroeder	9/13/22 11:11 AM	Mowing	1	4.82	4.82
Safety meeting	Don Schroeder	9/14/22 7:01 AM	Other Work	5	0.2	1
Cleanup Debris	Don Schroeder	9/14/22 7:13 AM	Cleanup	1	2.38	2.38
Application Turf	Don Schroeder	9/13/22 7:07 AM	Application	1	12.33	12.33
Cleanup Debris	Don Schroeder	9/15/22 7:04 AM	Cleanup	1	2.53	2.53
Remove Annuals	Don Schroeder	9/14/22 7:14 AM	Other Work	4	12.86	51.44
Application Turf	Don Schroeder	9/15/22 8:24 AM	Application	1	4.89	4.89
Trimming shrubs	Don Schroeder	9/15/22 9:58 AM	Trimming	4	4.8	19.2
Application Roundup	Don Schroeder	9/12/22 12:58 PM	Application	1	20.84	20.84
Cleanup Debris	Don Schroeder	9/16/22 7:00 AM	Cleanup	1	3.54	3.54

Colony Operations

Trimming shrubs	Don Schroeder	9/16/22 7:00 AM	Trimming	1	3.53	3.53
Trimming Palms	Don Schroeder	9/16/22 7:00 AM	Trimming	2	3.54	7.08
Hand prune shrubs	Don Schroeder	9/16/22 7:55 AM	Trimming	1	0.01	0.01
Application Turf	Don Schroeder	9/16/22 7:55 AM	Application	1	0.01	0.01
Cleanup Debris	Don Schroeder	9/19/22 7:00 AM	Cleanup	1	2.73	2.73
Application Flowering plants	Don Schroeder	9/19/22 8:39 AM	Application	1	4.52	4.52
Mow Celebration	Don Schroeder	9/19/22 7:00 AM	Mowing	4	8.92	35.68
Mow Celebration	Don Schroeder	9/19/22 9:50 AM	Mowing	1	6.19	6.19
Cleanup Debris	Don Schroeder	9/20/22 7:00 AM	Cleanup	1	2.49	2.49
Application Turf	Don Schroeder	9/20/22 8:14 AM	Application	1	4.66	4.66
Mow St.Augustine	Don Schroeder	9/20/22 7:00 AM	Mowing	4	5.88	23.52
Mow St.Augustine	Don Schroeder	9/20/22 12:56 PM	Mowing	1	3.08	3.08
Trimming shrubs	Don Schroeder	9/20/22 12:58 PM	Trimming	3	3.04	9.12
Cleanup Debris	Don Schroeder	9/21/22 7:00 AM	Cleanup	1	1.21	1.21
Checking Streetlights	Don Schroeder	9/21/22 1:00 PM	Lighting	1	0.01	0.01
Checking Streetlights	Don Schroeder	2022-09-21		1	0	0
Cleanup Debris	Don Schroeder	9/22/22 7:00 AM		1	2.05	2.05
Colony North Gate Exit	Don Schroeder, Paul Kemp	9/21/22 7:00 AM	Other Work	4	124.66	498.64
Colony North Gate	Don Schroeder	9/22/22 9:12 AM	Other Work	2	5.33	10.66
Trimming Palms	Don Schroeder	9/22/22 9:09 AM	Trimming	2	6.9	13.8
Application Roundup	Don Schroeder	9/20/22 8:45 AM	Application	1	21.17	21.17

Colony Operations

Trimming Palms	Don Schroeder	9/22/22 2:33 PM	Trimming	2	1.51	3.02
Trimming shrubs	Don Schroeder	9/23/22 7:00 AM	Trimming	3	0.3	0.9
Cleanup Debris	Don Schroeder	9/23/22 7:00 AM	Cleanup	1	2.87	2.87
Hand prune shrubs	Don Schroeder	9/23/22 8:08 AM	Trimming	1	0.74	0.74
Hand prune shrubs	Don Schroeder	9/23/22 7:00 AM	Trimming	1	3.61	3.61
Application Turf	Don Schroeder	9/21/22 8:17 AM	Application	1	11.02	11.02
Trimming Palms	Don Schroeder	9/23/22 7:24 AM	Trimming	3	3.28	9.84
Cleanup Debris	Don Schroeder	9/27/22 7:02 AM	Cleanup	1	1.56	1.56
Prepare for storm	Don Schroeder	9/27/22 7:05 AM	Other Work	1	0.81	0.81
Mow St.Augustine	Don Schroeder	9/27/22 7:03 AM	Mowing	4	6.05	24.2
Hurricane Clean up	Don Schroeder, Paul Kemp	9/29/22 9:00 AM	Other Work	3	9	27
Hurricane Ian	Don Schroeder, Paul Kemp	9/28/22 9:00 AM	Emergent	0	0	0
Hurricane Clean up	Paul Kemp	2022-09-30	Other Work	7	9	63
Hurricane Clean up	Paul Kemp	2022-10-03	Other Work	7	33.5	234.5
Mowng	Paul Kemp	2022-10-06	Mowing	1	9	9
Coconut Road	Don Schroeder	10/7/22 9:00 AM	Trimming	7	3.5	24.5
Flower bed preparation	Don Schroeder	2022-10-10	Cleanup	6	6	36
Coconut Road	Don Schroeder	2022-10-10	Trimming	6	3	18
Trimming shrubs	Don Schroeder	10/11/22 7:11 AM	Trimming	3	3.55	10.65
Cleanup Debris	Don Schroeder	10/12/22 7:02 AM	Cleanup	1	2.73	2.73
Basamid rolling	Don Schroeder	10/11/22 7:14 AM	Other Work	2	17.7	35.4
Blow leaves off turf	Don Schroeder	10/12/22 9:55 AM	Cleanup	3	5.97	17.91

Colony Operations

Cleanup Debris	Don Schroeder	10/13/22 7:07 AM	Cleanup	1	1.62	1.62
Fertilize Turf	Don Schroeder	10/13/22 7:06 AM	Application	5	6.78	33.9
Cleanup debris on St. Augustine	Don Schroeder	10/13/22 1:53 PM	Cleanup	5	14.57	72.85
Cleanup Debris	Don Schroeder	10/14/22 7:07 AM	Cleanup	1	1.77	1.77
Hurricane watch	Don Schroeder	10/11/22 7:03 AM	Other Work	1	38.58	38.58
Cleanup Hurricane Debris	Don Schroeder	10/14/22 7:08 AM	Cleanup	4	3.58	14.32
Hand prune shrubs	Don Schroeder	10/14/22 7:07 AM	Trimming	1	3.6	3.6
Check streetlights	Don Schroeder	10/14/22 8:00 AM	Lighting	1	1.83	1.83
Cleanup Debris	Don Schroeder	10/17/22 7:03 AM	Cleanup	1	2.44	2.44
Application Flowering plants	Don Schroeder	10/17/22 8:20 AM	Application	1	3.53	3.53
		09-01 to 10-17			682.31	1899.22

Updates

Item Name	User	Created At	Update Content
Application turf	Don Schroeder	01/September/2022 06:19:01 AM	Weed Control
Application Turf	Don Schroeder	06/September/2022 11:03:06 AM	Weed Control
Application Turf	Don Schroeder	07/September/2022 03:48:52 PM	Weed Control
Application Turf	Don Schroeder	13/September/2022 06:21:49 AM	Earthmax
Application Turf	Don Schroeder	14/September/2022 03:28:28 PM	Weed Control
Application Turf	Don Schroeder	15/September/2022 03:50:09 PM	Weed Control
Colony North Gate Exit	Paul Kemp	16/September/2022 09:54:46 AM	Remove selected plants from exit side of north gate, outside the gate.
Application Turf	Don Schroeder	20/September/2022 06:25:07 AM	Weed Control
Application Turf	Don Schroeder	20/September/2022 03:44:22 PM	Weed Control
Checking Streetlights	Don Schroeder	21/September/2022 03:51:55 PM	Replaced 4 bulbs in uplights Tuscany
Colony North Gate	Don Schroeder	22/September/2022 09:12:08 AM	Stump grinding
Prepare for storm	Don Schroeder	27/September/2022 08:41:10 AM	Shut off all Lake fountains
Flower bed preparation	Paul Kemp	10/October/2022 01:55:06 PM	Cleaning up beds for chemical treatment.
Coconut Road	Paul Kemp	10/October/2022 01:56:20 PM	Trimming west of gate toward The Hyatt.
Hurricane watch	Don Schroeder	11/October/2022 07:16:11 AM	Counting debris dumps
Fertilize Turf	Don Schroeder	13/October/2022 07:08:30 AM	16-0-8 with Bifen
Hurricane watch	Don Schroeder	17/October/2022 06:27:15 AM	Document loads of debris

Emergent

New Requests									
Name	Leader	Status	Issue Type	Assign To?	Submitted	Completed	Vendor	Days Since Request	Date in Progress
Median east of Tuscany	Paul Kemp	New Requests	Landscape	Colony	2022-04-26		N/A	175	
Across from Belagio	Paul Kemp	New Requests	Landscape	Colony	2022-04-26		N/A	175	
3660 Bay Creek	Paul Kemp	New Requests	Storm Drains		2022-07-05		N/A	105	
Fountain at the Ridge	Paul Kemp	New Requests	Fountains	Vendor	2022-08-03		Arch Fountains	76	
spring creek road	Paul Kemp	New Requests	Storm Drains	Vendor	2022-09-08		MRI	40	
					04-26 to 09-08				
In Progress Requests									
Name	Leader	Status	Issue Type	Assign To?	Submitted	Completed	Vendor	Days Since Request	Date in Progress
Coconut Fountain	Paul Kemp	In Progress	Fountains	Irrigation	2022-07-18	2022-07-18	N/A	92	2022-07-18
Colony north entry	Paul Kemp	In Progress	Landscape	Colony	2022-04-26		N/A	175	2022-09-16
Animal Crossing	Paul Kemp	In Progress	Landscape	The Landing	2022-08-18	2022-09-09	N/A	61	2022-09-16
Central Park Fountain	Paul Kemp	In Progress	Fountains	Vendor	2022-10-12		Arch Fountains	6	2022-10-17
Tuscany Fountain	Paul Kemp	In Progress	Fountains	Vendor	2022-10-07		Arch Fountains	11	2022-10-17
Coconut Fountain	Paul Kemp	In Progress	Fountains	Vendor	2022-10-07		Arch Fountains	11	2022-10-17
					04-26 to 10-12				

Updates

Item Name	User	Created At	Update Content
Median east of Tuscany	Paul Kemp	26/August/2022 09:29:51 AM	Fill out Roho Congos and Crotons at each end of the Oak trees.
Colony north entry	Paul Kemp	26/August/2022 09:30:33 AM	Scoop soil and roots out trouble spots and replace with nice topsoil before replanting with matching bougainvillea. Decide whether drip is appropriate or not.
Colony north entry	Paul Kemp	16/September/2022 09:13:07 AM	Scheduled for the week of Sept 19th.
Across from Belagio	Paul Kemp	26/August/2022 09:31:14 AM	Annual Palmetto Trimming. Cut out the tallest ones. Clear out an area by the fire hydrant, down to the lake, for a future bench installation.
3660 Bay Creek	Paul Kemp	05/July/2022 10:59:46 AM	Issue with a clogged drain near property, close to the golf course.
Coconut Fountain	Paul Kemp	18/July/2022 09:02:05 AM	Find two proposals to stain or paint it.
Coconut Fountain	Paul Kemp	29/July/2022 01:10:16 PM	Got three rejections. Researching other vendors.
Coconut Fountain	Paul Kemp	12/August/2022 10:52:04 AM	Have two proposals. Awaiting one more.
Coconut Fountain	Paul Kemp	09/September/2022 11:34:35 AM	Signed one proposal. Awaiting start date from vendor.
Coconut Fountain	Paul Kemp	16/September/2022 09:13:39 AM	Starting Sept 19th.
Fountain at the Ridge	Paul Kemp	03/August/2022 04:17:25 PM	Resident reporting poor flow from the nozzles.
Fountain at the Ridge	Paul Kemp	09/September/2022 11:26:45 AM	Getting proposals to replace this shore-mounted fountain with a submersible.
Animal Crossing	Paul Kemp	18/August/2022 03:30:33 PM	Remove Juniper on the south side. Replace with
Animal Crossing	Paul Kemp	26/August/2022 09:00:47 AM	Juniper has been removed.
Animal Crossing	Paul Kemp	02/September/2022 10:14:53 AM	Tilled and rooted. Irrigation modification to come.

Updates

Animal Crossing	Paul Kemp	16/September/2022 09:32:06 AM	Prepped and ready for planting the week of Sept 19th.
spring creek road	Paul Kemp	08/September/2022 02:50:44 PM	Missing storm gate.
spring creek road	Paul Kemp	16/September/2022 09:12:02 AM	Scheduled with MRI for Sept. 20th.
Tuscany Fountain	Paul Kemp	17/October/2022 12:04:27 PM	Vault took on water during the hurricane. Motors are down.
Coconut Fountain	Paul Kemp	17/October/2022 12:04:34 PM	Vault took on water during the hurricane. Motors are down.
Central Park Fountain	Paul Kemp	17/October/2022 12:04:48 PM	Vault took on water during the hurricane. Motors are down.

Landing Production

In Progress Jobs						
Name	Leader	Started	Crew	Category	Actual	Team
Waterside Berm	Paul Kemp	2022-10-17	5	Trimming	84.8	424
Greenview Berm	Paul Kemp	2022-10-13	5	Trimming	73.36	366.8
Mow grass		2022-10-17	10	Mowing	0	0
Roadway Clean up		2022-10-17	1	Other	0	0
		10-13 to 10-17			158.16	790.8
Completed Jobs						
Name	Leader	Started	Crew	Category	Actual	Team
Mowing	D. Kucera	2022-09-12	6	Mowing	24.57	147.42
Main gate	Paul Kemp	2022-09-12	5	Trimming	26.5	132.5
Mowing	D. Kucera	2022-09-07	5	Mowing	8.35	41.75
Ascot		2022-09-07	3	Other	13.8	41.4
Coconut Road	Paul Kemp	2022-09-07	5	Trimming	15.84	79.2
Mowing	D. Kucera	2022-09-06	10	Mowing	9	90
Pennyroyal Circles	Paul Kemp	2022-09-01	1	Trimming	12.16	12.16
Animal Crossing North	Paul Kemp	2022-09-01	2	Planting	8.02	16.04
Inside South Gate	Paul Kemp	2022-09-16	1	Trimming	3.5	3.5
Cleodendron	Paul Kemp	2022-09-16	2	Trimming	2.72	5.44
South Gate	Paul Kemp	2022-09-15	2	Trimming	2.83	5.66
South Gate	Paul Kemp	2022-09-15	4	Trimming	12.51	50.04
Coconut Road	Paul Kemp	2022-09-15	3	Trimming	12.49	37.47
Sod	Paul Kemp	2022-09-13	2	Sod replacement	19.86	39.72
Burnt Pine Drive	Paul Kemp	2022-09-19	2	Hardwoods	4.56	9.12
Mowing	D. Kucera	2022-09-19	6	Mowing	24.56	147.36
Coconut Road	Paul Kemp	2022-09-19	3	Trimming	27.48	82.44
Pelican's Nest Gate	Paul Kemp	2022-09-22	5	Trimming	4.15	20.75
Spring Creek Buffer	Paul Kemp	9/22/22 9:00 AM	2	Planting	2.56	5.12
Goldcrest Drive	Paul Kemp	2022-09-22	4	Planting	6.46	25.84
Sanctuary Buffer east	Paul Kemp	2022-09-22	2	Planting	2.5	5
Greenview Drive	Paul Kemp	2022-09-19	2	Hardwoods	8.8	17.6
Goldcrest monument south	Paul Kemp	2022-09-19	2	Hardwoods	3.3	6.6
Bay Cedar	Paul Kemp	2022-09-19	2	Hardwoods	11.74	23.48
Waterside circles	Paul Kemp	2022-09-22	2	Planting	2.41	4.82
Goldcrest Drive	Paul Kemp	2022-09-22	5	Trimming	4.83	24.15
Sanctuary medians	Paul Kemp	2022-09-23	4	Trimming	3.3	13.2

Landing Production

Sod Preperation	Paul Kemp	9/23/22 9:00 AM	1	Sod replacement	3.31	3.31
Pelican Colony	Paul Kemp	2022-09-23	5	Trimming	1.33	6.65
Mowing	D. Kucera	2022-09-26	10	Mowing	11.26	112.6
Trimming trees, palms	Paul Kemp	2022-09-26	1	Hardwoods	10.8	10.8
Hurricane Preparation	Paul Kemp	9/27/22 9:00 AM	10	Other	1.12	11.2
Mowing	D. Kucera	2022-10-06	9	Mowing	12.5	112.5
Hurricane clean up	Paul Kemp	2022-10-06	10	Cleanup	9	90
Hurricane lan	Paul Kemp	2022-09-28	0	Emergent	0	0
Hurricane Clean up	Paul Kemp	2022-09-29	8	Other	9	72
Hurricane Clean up	Paul Kemp	2022-09-30	14	Other	9	126
Hurricane Clean up	Paul Kemp	2022-10-03	14	Other	27	378
Bed Preparation	Paul Kemp	2022-10-07	5	Other	12.5	62.5
Flower bed Preparation	Paul Kemp	2022-10-10	9	Cleanup	11.16	100.44
		09-01 to 10-10			396.78	2173.78

Updates

Item Name	User	Created At	Update Content
Animal Crossing North	Paul Kemp	01/September/2022 08:31:52 AM	Planting muley grass on the north side.
Animal Crossing North	Paul Kemp	07/September/2022 07:12:59 AM	😊
Coconut Road	Paul Kemp	07/September/2022 03:33:37 PM	Trimming the bushes along the sidewalk.
Main gate	Paul Kemp	12/September/2022 07:12:33 AM	South side near pump station.
Coconut Road	Paul Kemp	15/September/2022 01:59:21 PM	Continue trimming the bushes south of the sidewalk, working west toward Spring
South Gate	Paul Kemp	15/September/2022 02:01:06 PM	Trimming up the bushes dividing the gate from the Southgate lake.
South Gate	Paul Kemp	15/September/2022 02:01:06 PM	Trimming up the bushes dividing the gate from the Southgate lake.
Cleodendron	Paul Kemp	16/September/2022 07:52:04 AM	Hard cutting the Cleo dendron on Pelicans Nest Road and near the bridge and pine water.
Coconut Road	Paul Kemp	19/September/2022 07:47:34 AM	Continue trimming the bushes south of the sidewalk, approaching Spring Creek Road.
Coconut Road	Paul Kemp	19/September/2022 12:22:38 PM	Finished the south side and moving onto the north side to trim the Ixoras and grasses.
Coconut Road	Miguel Solis	21/September/2022 07:51:29 AM	Trimming around coconut 41 monument
Burnt Pine Drive	Paul Kemp	19/September/2022 07:49:10 AM	Trimming up the hardwoods from Pelicans Nest Drive, working north.
Greenview Drive	Paul Kemp	19/September/2022 12:23:45 PM	Trimming up the hardwoods entering Greenview Drive.
Goldcrest monument south	Paul Kemp	23/September/2022 10:20:14 AM	Trimming the oaks by the
Bay Cedar	Paul Kemp	23/September/2022 10:19:38 AM	Trimming up the hardwoods on Goldcrest at the Entry
Pelican's Nest Gate	Paul Kemp	22/September/2022 09:27:10 AM	Trimming up around the north monument.
Sanctuary Buffer east	Paul Kemp	22/September/2022 09:28:20 AM	Filling in large arbutus
Spring Creek Buffer	Paul Kemp	22/September/2022 09:29:49 AM	Filling in large Arbutus along the golf cart path south of the Tennis Center.
Goldcrest Drive	Paul Kemp	22/September/2022 09:32:30 AM	Starting with the Cocoplums west of the Colony fountain, working toward the Tennis Center.

Updates

Waterside circles	Paul Kemp	23/September/2022 10:19:06 AM	Adding Bougainvilleas to the Peppermill circles.
Sanctuary medians	Paul Kemp	23/September/2022 10:40:59 AM	Trimming up the Bougainvillea and the Hibiscus in the medians out front of The Sanctuary.
Goldcrest Drive	Paul Kemp	22/September/2022 01:39:12 PM	Starting at tennis center, working south.
Sod Preperation	Paul Kemp	23/September/2022 10:18:43 AM	Removing roots near Bay Cedar, Pelican Colony Blvd.
Pelican Colony	Paul Kemp	23/September/2022 10:41:41 AM	Trimming up the Fire Bush in the medians outside the gate.
Bed Preparation	Paul Kemp	07/October/2022 11:47:52 AM	Prepping annual beds for pesticide treatment.
Flower bed Preparation	Paul Kemp	10/October/2022 01:58:19 PM	Final prep for chemical treatment.
Waterside Berm	Paul Kemp	11/October/2022 02:02:00 PM	Hard-curt ficus along Peppermill berm.
Greenview Berm	Paul Kemp	13/October/2022 02:54:57 PM	Cleaning up the

ZERO CONSUMPTION

	6/29/22- 7/28/22	address	Pres	Prev	Disposition	demand	1st mnth	Lst year
010-2017-02	WILLIAM C. ROBERTS	23907 SANCTUARY LKS CT	2158000	2158000	Meter registers	53003850		30000
010-1012-03	EDWARD MACHALA	3654 GLENWATER LN			Replaced meter	22002965		33000
010-1017-03	DONNA/RICHARD GLADDING	23560 PEPPERMILL CT	362000	362000	Meter registers	22002935	32000	14000
010-1020-03	SUSAN EHLERS	23630 PEPPERMILL CT	243000	243000	Meter registers	22002870		
010-0936-03	THOMAS/SARAH BURKE	3681 HERON POINT CT	2912000	2912000	Replaced meter	19102740	48000	1000
010-0955-05	SANDRA/MARCUS THOMPSON	3630 HERON POINT CT	1109000	1109000	Replaced meter	19102695	35000	9000
010-0920-05	CHRIS CALLAHAN	3572 HERON COVE CT	3727000	3727000	Meter registers	19000855		
010-0932-03	ROBERT HALL	3519 HERON COVE CT	796100	796100	Meter registers	19000795		3000
010-0935-02	WALTER/MELBA RODRIGUEZ	3537 HERON COVE CT	46000	46000	Meter registers	19000780		2000
010-1004-03	DENNIS/BARBARA BURKE	3538 HERON GLEN CT	4906000	4906000	Meter registers	19500735	3000	13000
010-0423-04	ROBERT WILSON	3511 MUSCADINE LN	1445000	1445000	Meter registers	11002420	7000	25000
010-0425-05	ROBERT FORSLUND	3531 MUSCADINE LN	7360000	7360000	Meter registers	11002410		20000
010-0415-01	JAMES WATSON	3530 PINE FERN LN	210000	210000	Meter registers	11002460		10000
010-0373-04	NICHOLAS/MARY ONORATO	3521 WILD INDIGO LN	173000	173000	Meter registers	80002505	6000	26000
010-0357-05	DEANNA L.BARTH	3480 FIDDLEHEAD CT	9082000	9082000	Replaced meter	80002585	31000	17000
010-0339-04	MICHAEL J BAVARO	3481 CASSIA CT	1934000	1934000	Meter registers	80002670	27000	33000

ZERO CONSUMPTION

010-0383-02	MICHAEL/KATHLEEN PRATKO	24351 WOODSAGE DR	7780000	7780000	Replaced meter	11002265	23000	23000
010-0497-01	FRED SCOTT	24560 BLACK RUSH CT	7375000	7375000	Replaced meter	12002085	36000	7000
010-0445-06	MARY/MARIO FALCO	24531 WOODSAGE DR	77000	77000	Meter registers	11102175	5000	22000
010-0474-05	LISA/RAYMOND MCQUISTON	24520 WOODSAGE DR	641000	641000	Meter registers	11102130		
010-0194-03	EVAN CONFORTI	24680 SWEET GUM CT	215000	215000	Meter registers	40000030	11000	11000
010-0188-04	GREGORY NEWMAN	24740 PENNYROYAL DR	6524000	6524000	Meter registers	40000060	1000	35000
010-0122-02	ILJA/RENATA NARZIKUL	3901 LAKEMONT DR	567000	567000	Meter registers	30000245	9000	21000
010-0094-07	BALK PROPERTY	24731 LYONIA LN	689000	689000	Meter registers	30000105	24000	15000
010-0099-04	SHIV TASKER	24750 LYONIA LN	31000	31000	Meter registers	30000130	16000	14000
010-0104-03	JOSEPH/CARL ANN BUSA	24751 BAY BEAN CT	9760	9760	Meter registers	30000155		
010-0106-03	MARY CREASON	24731 BAY BEAN CT	339000	339000	Meter registers	30000165	8000	13000
010-0107-04	EMMA TIANGA	24721 BAY BEAN CT	2200	2200	Meter registers	30000170		10
010-0175-04	GEORGE BOGDANOVIC	24791 WAX MYRTLE DR	2295000	2295000	Meter registers	30003340	1000	9000
010-0147-03	RONALD BASSLER	24800 WAX MYRTLE DR	213000	213000	Meter registers	30003200		
010-0156-03	DAWN LIEB	3781 CATBRIER CT	402000	402000	Meter registers	30003245	18000	13000
010-0224-03	ZANE SMITH	3661 LAKEMONT DR	622000	622000	Meter registers	40003360		25000

ZERO CONSUMPTION

010-0232-03	LILLIAN BELL/SANDERS TRUST	3571 LAKEMONT DR	1009000	1009000	Meter registers	40003400	21000	18000
010-0277-03	EMIRA/NEDZAD PURISIC	3471 LAKEMONT DR	3927000	3927000	Scheduled for audit	91003450	25000	
010-0273-02	JAMES CONNORS	3440 LAKEMONT DR	45000	45000	Scheduled for audit	91003470		
010-0282-03	PHIL SIMON	3451 TWINBERRY CT	281000	281000	Scheduled for audit	91003425		1000
010-0125-04	STEPHEN/MARY ANN RINGSDORE	24820 PENNYROYAL DR	401000	401000	Scheduled for audit	30000260	1000	18000
010-0137-05	KATHRYN/STEVENS LIST	24821 PENNYROYAL DR	481000	481000	Scheduled for audit	30000505	26000	4000
010-0133-04	MARY ANN/CHARLES BREEN	24861 PENNYROYAL DR	952000	952000	Scheduled for audit	30000485	15000	15000
050-1164-03	KAREN RICHARDSON	25057 RIDGE OAK DR			Scheduled for audit	662	16000	7000
050-0280-01	KEN/MARY JANE LEWIS	25120 RIDGE OAK DR			Scheduled for audit	750	200	
050-0390-01	CREEKSIDE CROSSING CONDO	CREEKSIDE CROSSING			Scheduled for audit	950	470000	570000
050-1149-02	HOMES SWFL RENEW LLC	3790 BAY CREEK DR			Scheduled for audit	595		
010-0078-03	RICHARD BROWN	4440 BLUE SAGE CT	3622000	3622000	Scheduled for audit	20003055	37000	12000
010-0242-03	MIDGE EBEN	24949 BAY CEDAR DR	3073480	3073480	Scheduled for audit	60001280		7000
010-0563-03	ANN SULLIVAN	25081 BAY CEDAR DR	386000	386000	Scheduled for audit	15001350	19000	
010-0692-03	GVB PROPERTIES	WCI HOME BLD	3300	3300	Scheduled for audit	90003940		
010-0698-01	HYATT RESORT & SPA	HYATT RESORT	405000	405000	Scheduled for audit	90004000		

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**STAFF
REPORTS
BII**

**BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT
AND
BAY CREEK COMMUNITY DEVELOPMENT DISTRICT**

BOARDS OF SUPERVISORS FISCAL YEAR 2022/2023 JOINT MEETING SCHEDULE

LOCATION

Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 24, 2022	Regular Meeting	2:00 PM
December 5, 2022	Regular Meeting	2:00 PM
January 23, 2023	Regular Meeting	2:00 PM
February 27, 2023	Regular Meeting	2:00 PM
March 27, 2023	Regular Meeting	2:00 PM
April 24, 2023	Regular Meeting	2:00 PM
May 22, 2023	Regular Meeting	2:00 PM
June 26, 2023	Regular Meeting	2:00 PM
July 14, 2023	Budget Workshop	9:00 AM
July 24, 2023	Regular Meeting	2:00 PM
August 28, 2023	Public Hearing & Regular Meeting	2:00 PM
September 25, 2023	Regular Meeting	2:00 PM