

# *Baytree*

## *Community Development District*

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January 28, 2009

Board of Supervisors  
Baytree Community  
Development District

Dear Board Members:

The Board of Supervisors of the Baytree Community Development District will meet **Wednesday, February 4, 2009 at 1:30 p.m. at the Baytree National Golf Links Meeting Room, 8207 National Drive, Melbourne, Florida.** Following is the advance agenda for the meeting:

1. Roll Call
2. Approval of the Minutes of the December 3, 2008 Meeting
3. Consideration of Proposal with UCC Group, Inc Regarding the Provision of Sidewalk Curb Installation
4. Discussion of Memorandum Regarding Excess Revenue
5. Consideration of Proposal with Don Bo Inc. Regarding the Provision of Sidewalk Repair Services
6. Review and Discussion of Disclosure Report
7. Discussion of Relocation of Cluster Mailboxes in the Hamlet Neighborhood
8. Staff Reports
  - A. Attorney
  - B. Engineer
    - i. Engineer Items
    - ii. Discussion of Pavement Repair RFP
  - C. District Manager's Report
    - i. Action Items
    - ii. Field Manager's Report
9. Treasurer's Report
  - A. Consideration of Check Register
  - B. Balance Sheet and Income Statement
10. Supervisor's Requests
11. BCA Activities Update
12. Audience Comments
13. Adjournment

Enclosed for your review are the minutes from the December 3, 2008 meeting.

The third order of business is the consideration of proposal with UCC Group, Inc. regarding the provision of sidewalk curb installation. A copy of the agreement is enclosed for your review.

The fourth order of business is discussion of the memorandum regarding excess revenue. A copy of the memorandum is enclosed for your review.

The fifth order of business is the consideration of proposal with Don Bo Inc. regarding the provision of sidewalk repair services. A copy of the proposed contract is enclosed for your review and the proposal will be provided under separate cover.

The sixth order of business is the review and discussion of the District's financial disclosure report. A copy of the report is enclosed for your review.

The seventh order of business is the discussion of the relocation of cluster mailboxes in the Hamlet neighborhood. Enclosed for your review are letters from and in response to residents concerned about the issue.

The eighth order of business is Staff Reports. Section B of the Engineer's Report. Section 1 includes the Engineer items for your review. Section 2 is the discussion of a pavement repair RFP. This is an open discussion item and no back-up material is available. Section C is the District Manager's Report. Section 1 is the review and discussion of the action items list which is enclosed. Section 2 is the Field Manager's report which contains details of the field issues going on in the community. A copy of this report will be provided under separate cover.

The ninth order of business is the Treasurer's Report. Section A includes the check register being submitted for approval and Section B is the balance sheet and income statement which is enclosed for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

George S. Flint,  
District Manager

Cc: Dennis Lyles/Michael Pawelczyk, District Counsel  
Darrin Mossing, GMS  
Ed Krug, District Engineer