

*Baytree Community
Development District*

Agenda

May 1, 2019

WORKSHOP MEETING

AGENDA

Baytree
Community Development District

Workshop Meeting Agenda

**Wednesday
May 1, 2019
10:30 AM**

**Baytree National Golf Links
8207 National Drive
Melbourne, Florida**

1. Roll Call
2. Introduction of Baytree Golf Links General Manager
3. Discussion of Strategic Plan
4. Discussion of Transponder Removal Process
5. Supervisor's Requests
6. Public Comment Period
7. Adjournment

SECTION III

Baytree Board Member Input by Category

Strengths:

1. Strong Board with business background
2. Professional financial Management
3. Supervisors with specific areas of responsibility
4. Baytree landscape professionally maintained complimenting Baytree as a premier community
5. GMS together with the CDD staff, as partners with the CDD Board
6. Infrastructure Area Assignments to specific Supervisors
7. Working within budgeted amounts
8. Reserve Funds
9. Supervisors willing to work as a team
10. Strong Professional Support Staff(s)
11. Baytree location/ Central to everything but private at same time
12. Baytree Golf Links/ We appreciate without costs to us
13. CDD Organization and performance
14. Baytree topography and landscape - We are the anchor community for the area
15. Excellent Amenities
16. Proximity to I 95 and shopping
17. Well managed
18. Homes have curb appeal and well maintained
19. Grade A schools

Critical Items

- 1. Landscape in great condition**
- 2. Board/Staff/Contractor excellent working relationships**
- 3. Resident Participation in Key Projects**
- 4. Golf Course – Value to the Community**
- 5. Location of the Community**
- 6. Bonds Paid Off**

Baytree Board Member Input by Category

Weaknesses:

1. Budget Process – budget development without Infrastructure Area Supervisor input
2. Limited Reserve Funds
3. Internal politics within Neighborhoods
4. Potential changes to the CDD Board, resulting from elections and resignations.
5. Unnecessary spending by CDD Board
6. Old Infrastructure
7. Disregarding Supervisors expertise in their specific areas
8. CDD Board not capitalizing on GMS's expertise.
9. BCA - Lax enforcement - Architectural standards
10. President and/or Chairman with short 1 yr tenure
11. Infrastructure getting old
12. Low operating financial resources (operating on a shoe string)
13. One large community (Windsor) controlling the entire community
14. Too few people getting involved in the community (same people all the time)
15. Not a private gated community

Critical Items

- 1. Limited Reserves**
- 2. Potential CDD Board Changes**
- 3. Old Infrastructure**
- 4. Communications with the BCA**

Baytree Board Member Input by Category

Opportunity:

1. Revise Budget Development Process
2. Plan for long-term increases to Reserve Funds
3. Move to Quarterly Newsletters
 - a. Post every other quarterly Newsletter to Website (only)
 - b. Mail every other quarterly Newsletter to residents & post to Website
4. Rethink Lake Bank Restoration costs based on latest engineering report with aerial pictures.
5. Maximize cost control in order to maintain and limit any budget creep, while providing adequate reserves.
6. Maintain Baytree as a premier community to maximize property values.
7. Continue communications with the BCA and the residents
8. Continue to manage the budget in a fiscally conservative manner
9. Recreational amenity additions
10. Bike lane to keep off sidewalks
11. Take advantage of lower costs to fix up aging community
12. Showcase our community by getting more involved with Brevard County
13. Continue to improve the working relationship with the BCA
14. Try to get more people involved

Critical Items

- 1. Revise Budget Process**
- 2. Build Up Reserves**
- 3. Communications/Relations with the BCA/Residents**
- 4. Getting more involved in Brevard County/Economic Development**
- 5. Revise Lake Bank Restoration Plan**

Baytree Board Member Input by Category

Threats

1. Economy
2. Crime
3. Frequency of law enforcement presence
4. Monitor the golf course to provide early warning of any potential bankruptcy.
5. Control accuracy of information disseminated to Residents, BCA and the Press.
6. Ramifications of affect on the CDD infrastructure due to storms.
7. New Board decides to abolish the CDD.
8. Cost growth of CDD Contractors
9. Natural areas around the lakes/ grass, berm, etc
10. Increase appeal of community and therefore property values
11. Create and nurture a sense of community among residents
12. Age of community/ turnover of ownership
13. Size of community/ 410+ homes
14. Build out of the rest of Viera creating stiff competition
15. Widening of Wickham road
16. On going maintenance of aging community
17. Not enough capitol reserves to keep community looking fresh and up to date
18. Poor economy, foreclosures , and short sales , forcing home values down

Critical Items

- 1. Economy/Property Values**
- 2. Security/Crime**
- 3. Growth of Viera**
- 4. Wickham Rd Widening**
- 5. Golf Course Interface**
- 6. Different Size/Ages of Internal Communities**

Baytree Board Member Input by Category

Mission Statement

- The Baytree CDD will continue to manage and enhance its infrastructure assets to assure Baytree's premier status, providing a beautiful/safe/friendly environment for all to enjoy.

Baytree Board Member Input by Category

Goals

1) Reserve Policy

a. Define Policy

2) Improve communication with residents and BCA

a. Marketing Perspective

3) Improve participation and volunteerism with residents

a. Develop materials to solicit volunteers for specific projects

4) Refine budget development process

a. Inputs from every supervisor through GMS

SECTION VI

**BAYTREE COMMUNITY DEVELOPMENT DISTRICT
APRIL 3, 2019**

DRAFT

TRANSPONDER PROPOSAL

- 1. SEND LETTER TO ALL HOMEOWNERS THAT THEY HAVE UNTIL SEPT. 6TH TO INFORM THE MANAGEMENT COMPANY OF THE FOLLOWING:**
 - a. HOMEOWNERS NAME AND ADDRESS.**
 - b. MAKE, MODEL AND LIC. # OF ALL CARS WITH TRANSPONDERS**
 - c. HOMEOWNERS WITHOUT TRANSPONDERS WILL BE OFFERED THE OPPORTUNITY TO IDENTIFY THEIR VEHICLES(AS ABOVE) AND BE GIVEN 2 TRANSPONDERS FREE.**
- 2. ON SEPT. 13 ALL TRANSPONDERS NOT IDENTIFIED FROM THE RESPONSE TO THE LETTER WILL BE SHUT DOWN.**
- 3. EFFECTIVE SEPT. 9TH ALL NEW HOMEOWNERS WILL BE GIVEN, FREE OF CHARGE, 2 TRANSPONDERS.**
 - a. DURING THIS PROCESS THE MANAGEMENT COMPANY WILL WRITE DOWN THE NAME, ADDRESS OF HOMEOWNER, MAKE, MODEL AND LICENSE # OF THESE VEHICLES. ALL PREVIOUSLY ISSUED TRANSPONDERS ISSUED TO THIS ADDRESS WILL BE SHUT DOWN. NOTE: FOR THOSE HOMEOWNERS PURCHASING A NEW VEHICLE, A NEW TRANSPONDER WILL BE ISSUED AND THE TRANSPONDER ISSUED FOR THE REPLACED VEHICLE WILL BE SHUT DOWN. THERE WILL BE NO CHARGE TO THE HOMEOWNER FOR THIS NEW TRANSPONDER.**
- 4. ANY HOMEOWNER WANTING MORE TRANSPONDERS FOR ADDITIONAL VEHICLES WILL BE REQUIRED TO PAY \$20 FOR EACH ADDITIONAL TRANSPONDER (VEHICLE MAKE, MODEL AND LICENSE # WILL BE RECORDED BY THE MANAEMENT COMPANY AT THE TIME OF ISSUING THE ADDITIONAL TRANSPONDER(S)).**

5. **LEASEES OF A HOME WILL NOT BE GIVEN TRANSPONDERS AS THEY ARE NOT THE HOMEOWNER. THEY WILL BE ALLOWED TO REGISTER FOR A PERMANENT VISITOR PASS THAT MUST BE UPDATED EVERY 4 MONTHS PROVIDED THAT A COPY OF THE LEASE HAS BEEN FILED WITH THE BCA'S MANAGEMENT COMPANY WHO HAS SO NOTIFIED THE CDD'S MANAGEMENT COMPANY.**

BOARD OF SUPERVISORS MEETING

AGENDA

Baytree

Community Development District

135 W. Central Blvd., Suite 320, Orlando, FL 32801

Phone: 407-841-5524 – Fax: 407-839-1526

April 24, 2019

Board of Supervisors
Baytree Community
Development District

Dear Board Members:

The Board of Supervisors of the Baytree Community Development District will meet **Wednesday, May 1, 2019 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:

Board of Supervisors Meeting

1. Roll Call
2. Community Updates
 - A. Security
 - B. BCA
 - i. Recommendation from BCA/CDD Ad Hoc Committee on Security
3. Approval of Minutes of the April 3, 2019 Meeting
4. New Business
 - A. Suntree Bank Fence Proposals
 - B. Discussion of Status of Beautification Upgrades
 - C. Appointment of Audit Committee and Chairman
 - D. Consideration of Proposals for Conversion of Street Lights to LED
 - E. Ratification of Water Aerobics Class Addition
5. CDD Action Items/Staff Reports
 - A. CDD Action Items
 - B. Additional Staff Reports
 - i. Attorney
 - ii. Engineer
 1. Speed Humps
 2. Kingswood Way Drainage
 3. 2019 Lake Bank Restoration Update
 4. Paving Projects
 - (a) Pavilion Paving
 - (b) Roadway Paving
 - iii. District Manager's Report
 1. Field Manager's Report
6. Treasurer's Report
 - A. Consideration of Check Register
 - B. Balance Sheet and Income Statement
7. Supervisor's Requests

8. Public Comment Period
9. Adjournment

Audit Committee Meeting

1. Roll Call
2. Public Comment Period
3. Audit Services
 - A. Approval of Request for Proposals and Selection Criteria
 - B. Approval of Notice of Request for Proposals for Audit Services
 - C. Public Announcement of Opportunity to Provide Auditing Services
4. Adjournment

The second order of business of is community updates. Section A is an update from Security, Section B is the BCA update.

The third order of business is the approval of the minutes of the April 3, 2019 meeting. The minutes are enclosed for your review.

The fourth order of business is the discussion of new business items. Section A is consideration of proposals for the Suntree bank. The proposals will be provided under separate cover. Section B is the discussion of the status of beautification projects. This is an open discussion item. Section C is the appointment of the Audit Committee and Chairman. There is no back-up material. Section D is the consideration of proposals to for conversion of street lights to LED bulbs. A copy of a proposal from Best Electric of Palm Bay and FP&L are enclosed for your review. Section E is the ratification of the addition of a water aerobics class at the pool. A copy of the e-mail request and approval is enclosed for your review.

The fifth order of business is CDD Action Items and Staff Reports. Section A is the presentation of the CDD action items enclosed for your review. Section 2 of Staff Reports is the District Engineer's Report. The District Engineer will present the updates on the speed humps, Kingswood Way drainage, the 2019 lake bank restoration and the various paving projects at the meeting. Section 3 of Staff Reports is the District Manager's Report. Sub-section 1 is the presentation of the Field Manager's Report that will be provided under separate cover.

The sixth 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 seventh order of business is Supervisor's Requests.

The eighth order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

Following the Board of Supervisor's meeting will be a meeting of the Audit Committee to approve the Request for Proposals, selection criteria and the notice of RFP for Auditing Services. Enclosed for your review are copies of the RFP, selection criteria, and notice.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Flint'.

George S. Flint,
District Manager

Cc: Dennis Lyles/Michael Pawelczyk, District Counsel
Maryelen Samitas, District Engineer
Darrin Mossing, GMS

MINUTES

MINUTES OF MEETING
BAYTREE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Baytree Community Development District was held on Wednesday, April 3, 2019 at 1:30 p.m. at Baytree National Golf Links, 8207 National Drive, Melbourne, Florida.

Present and constituting a quorum:

Melvin Mills	Chairman
Jerry Darby	Vice Chairman
Carol Witcher	Supervisor
Richard Brown	Supervisor
Richard Bosseler	Supervisor

Also present were:

Jason Showe	District Manager
George Flint	GMS
Michael Pawelczyk	District Counsel
Maryelen Samitas	District Engineer
William Viasalyers	Field Manager
Valerie Scott	DSI Security
Joanne Wagner	Isles of Baytree
Wayne Wilkerson	BCA
Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order at 1:30 p.m., called the roll, and the Pledge of Allegiance was recited. All Supervisors were present.

Mr. Mills: Jason, before we get to community updates I would like to thank Jerry for filling in for me when I was in South America. I greatly appreciate him doing that. I would also like to thank the Board for their cooperation. I read through the minutes. Some of it was quite humorous. I would like to introduce George Flint, one of the principal owners of GMS. A lot of people probably don't know George.

Mr. Flint: It's been awhile.

Mr. Mills: It has been a long time. Bob Eksten was on the Board when they hired GMS and George was District Manager. Welcome, George. I'm glad to see you're back.

Mr. Flint: It's good to see you.

SECOND ORDER OF BUSINESS

Community Updates

A. Security

Ms. Scott: Good afternoon everyone. Rich and Bill were unable to be here today, but they provided me with some updates. We are looking for one part-time person at the gatehouse to work a total of 16 weekly hours that are currently being covered by overtime, the cost of which we are absorbing. They had an, "All hands on deck" training last month. I don't believe we had a Board Meeting last month, but they were doing some training in this room last month. As far as the Visitor Management System (VMS), 280 homes have been registered and have accounts and another 291 remain. I took the opportunity to upload three accounts from a resident list Jerry provided. What I did not have on that list were phone numbers and email addresses. So, I could not send emails to those 291 addresses that have not registered with the VMS program so their visitor must go through the gatehouse. The VMS would associate a visitor to the address they are coming to see, versus security having to scan their license. That's all I have unless you have questions for me.

Joanne Wagner, IOB: I just want to let you know that one of my vendors loves it.

Ms. Scott: Good.

Ms. Wagner: He said he drove to the gate, said who he was there for and he has no problem getting access. They knew who he was because he was on my list.

Ms. Scott: That's great; however, one resident put some vendors on as a temporary list and called the gatehouse on a couple of occasions to verify that they were on the list and was told that they were not listed in her account. So, I'm going to look into that.

Mr. Darby: Valerie, at the last meeting, someone made a comment about keeping a tally of individuals and get a report on whether that's going up or down.

Ms. Scott: I don't have any numbers for you with Rich and Bill not being here, but I talked with Matt this morning. He did say that things improved. We also issued permanent passes to Clubhouse employees and Management. We are trying to streamline their entry as well.

Mr. Darby: Wayne, will you be talking about the joint committee on security that the Baytree Community Homeowners Association (BCA) coordinated?

Mr. Darby: I can speak to that issue. The BCA at the last meeting decided to create a committee with two BCA representatives, one CDD representative, a CDD Board Member, which is myself and Jan Hill and Richard Mather, representing the BCA. The point of the committee was to discuss various issues from the resident's point of view and then to present those recommendations to the CDD for consideration. They met on March 15th. The BCA has not had a meeting since that point in time. The intent of the committee is to present their findings to the BCA and CDD at the next Board meeting, which will be around the first of May.

Mr. Showe: Correct.

Mr. Mills: I have some thoughts, being the only Board Member on the Board when the new system was installed. I read in the minutes that maybe we should look at a new system. That system we currently have is the most up-to-date system, which SunPass also uses. That system costs \$50,000 so I don't think we want to remove that system at this point in time. The other side of the coin, I read in the minutes about people having to take off from work to get the transponders for their cars. I, along with Maria Hernandez, felt that if a resident couldn't get a transponder through Jason and now William, we would take our time to put the transponders on the cars. So that's an option that the Board could look at.

Mr. Showe: Will and I both try to be flexible, but typically 10:00 a.m. on Mondays is the first available appointment because we are in the local area at different times. I'm not aware of anyone who doesn't have a transponder because the time of scheduling the appointment was a challenge.

Mr. Mills: I asked Jerry what prevents me as a homeowner or my guest who has a permanent pass to copy that pass and give it to somebody else? That was the impetus for the new system because people were giving clickers to their vendors. So, everybody was coming in and out of Baytree like it was a highway. The traffic on Baytree Drive was horrendous. What we decided to do at the time was to give a golf course club member and/or employee a green colored pass identifying them as a golfer and/or employee of the golf course. A guest of a resident received a yellow pass. So, I don't know if that's something the Board might want to consider. The other side of the coin is we as a Board and the community, along with the committee, need to decide how secure the community needs to be, which is the entire impetus of this. Should we

eliminate the guards or have no guards during the day and only guards at night? I think that's going to be addressed. I think when a burglar drives to the gate and sees arms that are down, they will say, *"You know what, I'm not going to waste my time going in there because I can't get in."* So even though we can't push the issue, it's very important that we maintain the security as tightly as possible. Those were just my thoughts reading through the minutes.

Mr. Darby: I just want to indicate, having participated in the joint committee, many of those issues and additional issues were discussed. So, I would say let's table that until we hear the recommendations.

Mr. Mills: You might want to consider the colored passes.

Mr. Bosseler: That's another issue.

Ms. Scott: As far as being able to copy the passes and handing them out to outsiders, since our officer is instructed to scan the pass, they would be able to identify whether it was a pass off of our printer. As far as the color, I will go back and talk with Techwave. I believe that was not an option for us at the time, but I was shown what the passes look like, whether it's for golf or guests. As to whether they are permanent or temporary, it is all listed on the pass so I will re-investigate that.

Mr. Mills: Either that or maybe using different colored ink on white stock paper.

Mr. Brown: If the bar code works, stay with that because you have more control over that. The problem we've had in the past is you give somebody a green pass that works at the golf course and two weeks later, the guy is not working at the golf course anymore, but he still has a green pass and can come in here whenever he wants to. I would rather keep the system we have now, unless you have a separate stock of paper that you use for the pass.

Ms. Scott: It's a perforated heavy stock.

Mr. Brown: Versus an 8x10 piece of paper. I will defer to Jerry's comments. We now have a new Club Manager and I know that in the past, the managers used to provide a tee sheet list to the front guardhouse, showing the names of the golfers that were coming in and had tee times.

Ms. Scott: That's my understanding.

Mr. Brown: That's still continuing. If not, I would be happy to talk to the new Club Manager to see that it continues.

Ms. Scott: I met him and know that Bill spoke to the new Club Manager, but I can certainly double check.

Mr. Brown: Good. The more the better.

Mr. Mills: Okay we will move along with the next item.

Ms. Scott: Do you need me to stay, Jason?

Mr. Showe: Unless the Board has any other questions, I think you are good to go.

Ms. Scott: Thank you all.

Mr. Mills: By the way, I have a compliment to give you. We had a guest come in last night and he said to the guard, "I'm going to Mel Mills house." Then the guard said, "I need a valid first name and address." Thank you for having the guards do that.

Wayne Wilkerson, BCA: Our system is working well. I've had several guests go in and out and the guards were professional. A couple of the guards live in nice gated areas outside of this community.

Ms. Scott: So they have experience.

Mr. Wilkerson: Exactly and its showing.

Ms. Scott: Thank you very much for all of those compliments.

Mr. Showe: Keep up the good work.

Ms. Scott left the meeting.

B. BCA

Mr. Wilkerson: On April 15th, we are having the dedication ceremony and party for the pavilion. We are selling beer tickets for \$2 because of liability purposes, but everything else is free. It is going to be a cookout with hamburgers and hot dogs. Everyone is invited. We will have live music from Rodney Danger, the guy we had last time and it turned out well. People were actually dancing in the parking lot. So, it will be a lot of fun with live music. At the dedication ceremony, you will hear a speech by a couple of our esteemed people including Jerry. It should be a lot of fun so save the date. I hope everyone received their invitations in the mail. There have been a lot of questions regarding the rental fees. The rent on the pavilion is only if you are having a private party. They must pay a deposit and the rental fee and it will be reserved for you. Everything else is free. Friends and families are free. Five Voting Members (VMs) are here today from BCA including Joanne representing the Isles of Baytree (IOB). We are proud and

happy that everyone is attending. We have a great group of VMs representing all of the neighborhoods. That is for any official function. If the CDD or BCA has any official function and want to reserve the pavilion call Fairway Management. Turnberry is already having their annual meeting. We will do the same thing. We have a new voting member from Arundel, Anita Moreano-Arbeen. Jack was our prior VM. We also have a new contact list that will be handed out at to the VMs at the BCA annual meeting at the end of this month. We have 1,161 names on that list. The VMs will be responsible to contact their members. The ones that don't have emails for, we are going to give them the names, addresses and phone numbers. Once that list is finalized, I will forward it to the CDD Board so all of us will have a comprehensive list of people that really don't mind being contacted. That's all I have. Thank you.

Mr. Mills: Thanks Wayne.

Mr. Darby: Wayne, at the last meeting, there was some discussion about an electronic sign. Do you want to go into some detail about the suggestion to replace the current electronic sign?

Mr. Wilkerson: I was all for it, until my wife told me that she thought it was tacky. So, to save my marriage, I ordered a better sign.

Ms. Witcher: I agree with your wife.

Mr. Darby: This suggestion centered around an upcoming VMS training and the sign saying, "VMS training on ____ date," but a lot of people didn't understand what was being advertised. For lack of space, we couldn't go into any kind of detail. Plus, the fact that there were some issues with the information on the front and back sign not changing on a timely basis or removed on a timely basis. So, the proposal was to have electronic signs at the front and back gates that could be programmed with various messages like the lane is open or a BCA party, whatever the case may be. It was discussed at the BCA, but it was never brought up to the CDD Board. However, since Beth thinks it's a tacky idea, it might not see the light of day.

Mr. Wilkerson: I think she's envisioning an elaborate one. Is there something we can do?

Mr. Showe: We can certainly reach out to our sign vendors and at least get you a quote and some options for the Board to consider.

Mr. Mills: I was on the Board when we bought the current signs. You only have so long to read the sign. So, in my opinion, those signs are going to cost quite a bit of money for the good that it's going to do. I sympathize with what Jerry is saying, but the point is, if you have

someone pulling up at the gate and reading the sign, you are going to have a stack of cars behind them and horns are going to start to blow. So, while I like the idea, I don't think it's going to work. That's my personal opinion.

Mr. Darby: I think the challenge is trying to get the right amount of information in a 15 second byte.

Mr. Brown: 50 words or less.

Mr. Darby: It may not be economically feasible, but I think to see this through to its conclusion, perhaps we should take a look at it.

Mr. Showe: We can absolutely do that.

Mr. Darby: I think one of the nice things about the sign is that it is programmable. With the touch of switch, someone can get those signs updated to be more current. It does have a bit of a garish overtone to it. Just take a look at it.

Mr. Showe: Absolutely.

Mr. Pawelczyk: They are a distraction for people driving in and out of the gate. So, if you look into an LED sign, it has to be something that tells the entire story. It can't be scrolling.

Mr. Darby: I agree.

Ms. Witcher: A stationary sign works.

Mr. Showe: We can certainly reach out to the same folks that installed that sign to see what options they have. Is there anything else? Hearing none,

THIRD ORDER OF BUSINESS

Approval of Minutes of the February 6, 2019 Meeting

Mr. Showe: The minutes of the February 6, 2019 meeting were included in your agenda package and we can take any corrections or changes at this time.

Mr. Mills: I have changes, but I will give them to you after the meeting.

Mr. Showe: We also received changes from Jerry and Mr. Brown, which were incorporated in the signature copy. If anyone else has changes, we can receive those and just approve the minutes as amended.

On MOTION by Mr. Mills seconded by Mr. Darby with all in favor the minutes of the February 6, 2019 meeting were approved, as amended.

FOURTH ORDER OF BUSINESS**New Business****A. Suntree Bank****i. Survey & Status of Lake Bank Clean-up from Storm**

Mr. Showe: As part of your agenda, we have the lake bank survey. We also received a proposal from Tropic-Care to plant based on the survey. Their current proposal is \$40,400 to plant a combination of Red Cedar and Bald Cypress and removing all of the Crepe Myrtles. There is no warranty because there's no irrigation so you are at the mercy of nature to plant those. At this time, we will take any discussion from the Board. We didn't go into a lot of detail because we didn't know how far the Board wanted to go on this particular topic.

Ms. Witcher: I went out with the surveyor and there are tree stumps. Are they taking the entire stump out or are they just cutting them off level?

Mr. Showe: I think anything on our property, now that we have the survey, we can have Tropic-Care address. Before that survey, we weren't 100% sure where our property was, but now that it's completed we can address any issues that are on CDD property.

Ms. Witcher: It was either Lake 27 or Lake 28 that had stumps in the lake that are taking up the volume of the lake that we would like to remove. I don't know if cutting it flat is going to be better or to pull them out because it would be more work. Is that reflected in this quote?

Mr. Showe: This quote is simply to remove the Wax Myrtles and then install Red Cedar and Bald Cypress.

Ms. Witcher: By saying "remove" are they digging it out or are they just going to cut it off level?

Mr. Showe: My guess is with the quote and the labor, it's probably just a flush cut. I don't imagine they are going to stump grind.

Mr. Viasalyers: I'm going to just flush cut it, place sod over it and call it a day.

Mr. Darby: Jason, this quote of \$40,000 is \$8,000 more than the prior quote. The prior quote was \$32,750.

Mr. Showe: Yes.

Mr. Darby: In addition to that, we agreed to include \$30 per tree and \$27.90 for strapping the trees in preparation for hurricane season, so we are talking about somewhere in the vicinity of \$43,000.

Mr. Showe: Approximately, if you include the strapping of the trees.

Mr. Mills: I would like to share this comment with the Board. I have a friend who lives in Silver Lakes and after the stakes went up, I received a phone call from him and his neighbors saying, "Whatever the Baytree people decide to do over there, we will either cut down or poison them." So, there we are.

Ms. Witcher: We talked to three homeowners while we were surveying.

Mr. Darby: Suntree homeowners?

Ms. Witcher: Yes, they came out while we were over there. They were very polite and very nice. They just wanted the debris cleaned up from the last hurricane, which had never been done. I think removing the stumps will improve the area quite a bit. Can we do that first and then see what it looks like?

Mr. Brown: The homeowners over there are still going to complain that there is no landscaping. They are looking at houses instead of a beautiful lake, which is why they bought their property in the first place. This is the third time we landscaped on that side of the lake since I've moved here and now we have somebody from Suntree saying, "Plant all you want, we are going to poison or cut them down." It goes back to what I said months ago. Either we are going to cook or we should get out of the kitchen. So, if we are not going to send a letter to the Suntree Management Association, we should send one to everyone living along there saying, "It's our property and we have the right to do this and if we see you cutting them down, we will do whatever we have to do legally." Whether that's going to do anything, I don't know, but I have the sense that it's not. I can see this coming back again and again. Every time we plant stuff, five years later, it's either not taken care of or they are dead. Then the homeowners complain that their view of the lake now looks terrible when buyers are looking at homes in Suntree. I don't see this ending.

Ms. Witcher: Whether we do the landscaping or not, we need to clean up.

Mr. Brown: I have no problem cleaning it up, but I am hesitant to plant something that five years from now, we are going to be replanting because somebody is bent out of shape about their view. If they take legal action against us, there's a legal cost.

Mr. Showe: Even if all those circumstances happen perfectly, there's no warranty on these trees and there's no way to insure they are going to get properly rooted in and irrigated, which is a challenge as well.

Mr. Darby: To that point, I think at a prior meeting, we discussed the possibility of fencing or some combination of vegetation and fencing. I don't know what direction we want to go in. I don't even know if we have any estimate of what fencing would cost.

Mr. Showe: At this stage we don't, but we have the survey so if that's the direction the Board wants to go in we can get some estimates.

Mr. Darby: They can't poison a fence.

Mr. Brown: That's true.

Mr. Showe: They can damage it though.

Mr. Mills: Maryelen, how many linear feet do we need to fence?

Ms. Samitas: Let me check.

Mr. Mills: I know it's quite a bit.

Ms. Samitas: I don't recall, but it's on the survey.

Mr. Bosseler: Mel, help me to understand. I looked at all of the dates for when the homes were built on the other side versus the homes built on our side. They were there first.

Mr. Brown: But it's our lake.

Mr. Bosseler: When our homeowner purchased a little strip, they knew what was already there. It might've been good or it might've been bad. Personally, I need to be convinced before I am going to spend this kind of money.

Mr. Mills: I agree.

Mr. Bosseler: I'm not convinced.

Ms. Samitas: There is 1,850 linear feet.

Mr. Brown: Did they say why they were against it?

Mr. Mills: It impedes their view of the lake.

Mr. Bosseler: Everybody wants a lake view.

Mr. Mills: Even though they didn't buy the house to be on a lake, they expected to see a beautiful lake. My expectation is that I have a lake view. If you plant it, I'm cutting it down.

Ms. Witcher: They are probably putting more taxes on it. Aren't they paying more taxes on it because they have a lake view?

Mr. Mills: I don't know.

Mr. Showe: I don't know what the impact to the property value is.

Mr. Mills: I just wanted to share that with the Board. There were four or five neighbors that said that said they would take action.

Resident (Not Identified): You can understand that.

Mr. Mills: Absolutely.

Ms. Witcher: I understand it.

Mr. Showe: At this point, you have the proposal and if you take action at this point, we can just proceed.

Mr. Mills: No, that's not what we talked about two meetings ago. Harry Bowman was here and said that we needed to do something, whether or not it would be done all at once or over a period of three years, but something must get done. If we say no, we just need to be prepared that he and his neighbors are going to be back here.

Resident (Not Identified): This has been going on since I moved here 19 years, we have been going back and forth with Suntree. At some point, do they get any legal rights to tell us what can be done because we haven't done anything?

Mr. Showe: No.

Mr. Pawelczyk: We sent the same letter. I don't know if it came from my office or the District Manager, but it told residents, "It's our property and we are going to do what we want with it, keep your people off of it and stop ripping up our trees."

Mr. Viasalyers: In the past, we did do some planting and they cut them down, but we never did anything legally.

Mr. Showe: The legal challenge is finding out who cut the tree.

Mr. Viasalyers: We all know exactly who did it. There are some people that came out and threatened us when we did the initial survey.

Mr. Pawelczyk: The only way you rectify that, from a legal standpoint, is to put a fence on your property. That's it, but 1,800 feet is a significant cost for fencing, even if it's chain linked.

Mr. Showe: Yes.

Mr. Darby: Chain link, especially.

Ms. Witcher: There is also the maintenance cost.

Mr. Darby: Vegetation is about \$23 per linear foot and a fence will cost you a lot more.

Mr. Mills: Maryelen, do you have an idea of what it runs per linear foot?

Ms. Samitas: What kind of fence do you want?

Mr. Mills: It has to be a chain link.

Ms. Samitas: Are they going to want to look at a chain link fence?

Mr. Darby: They are not going to want a chain link fence.

Ms. Witcher: I wouldn't want to look at it.

Mr. Pawelczyk: You are going to have to have landscape in front of it on our side.

Ms. Samitas: I think you should install a chain link fence with landscape or pay for a nice-looking fence.

Mr. Showe: I just did a quick Google search and it said the cost per fencing is \$15 to \$26 per linear foot.

Ms. Witcher: Do all homeowners want to look at a chain link fence? They don't even like seeing a dead tree.

Mr. Mills: Eventually you are going to have to put in vegetation.

Ms. Witcher: Why don't we clean it up and leave it alone?

Ms. Samitas: So you said that vegetation is \$23 per linear feet?

Mr. Darby: It's about \$23.24 per linear foot. If you take \$43,000 for the cost of vegetation and divide it by 1,850, you are going to be close to breaking even, if you are talking \$18 to \$26.

Ms. Samitas: Is that for the material or the installation?

Mr. Showe: Both. It's a combination of material and sod. That's not an expert opinion. That's what I found by doing a quick search on my phone.

Mr. Darby: Let me suggest that we secure a quote to find out the actual cost.

Mr. Showe: Sure.

Mr. Darby: Then we can address the vegetation and fence costs and a cost for the fence plus vegetation. I'm not saying that will knock down the fence.

Mr. Mills: Does anyone else from the Board have any comments?

Mr. Bosseler: How many stumps were there?

Ms. Witcher: 27 to 28.

Mr. Bosseler: To Rick's point, maybe we should remove them. As good faith, we are trying to clean it up.

Ms. Witcher: What is the cost to cut them down?

Mr. Showe: We can address the stumps right now. I think that's separate and distinct from his issue. That's just a cleanup cost and we will get that done.

Mr. Mills: The one quote he gave us was for \$125 to remove the stump at the front wall. So, I would say it's \$150 to \$175 to remove all of the stumps.

Ms. Witcher: To stump grind or just remove them?

Mr. Mills: Removal and stump grind.

Ms. Witcher: We have to fill in the area.

Mr. Mills: Yes.

Mr. Brown: My guy did it for \$50.

Mr. Showe: I will say this particular area is going to be a challenge because they can't access between the homes. They've been threatened and they have to come all the way around the golf course to do that work.

Ms. Witcher: I can address that. One of our homeowners said that she would give us access.

Mr. Showe: I know Tropic-Care had been given access at one point and then they were threatened with weapons.

Ms. Witcher: She said if we cause any damage going in and out, we have to make sure that we know we are going to pay to fix our stuff.

Mr. Mills: So we are going to get a quote for a fence?

Mr. Showe: Yes.

Mr. Mills: Very good.

Resident (Not Identified): Is there an HOA associated with Suntree?

Mr. Mills: Yes. Suntree Management.

Resident (Not Identified): Is there any way to talk to them to see what they agree with? If they actually come to an agreement, they will police themselves.

Mr. Mills: We wanted to wrap this up before we went to them because we talked about going to them and talking to them before we did anything, but we are trying to get our dollars and cents in a line so we know where we are headed. We either are going to do it or we are not going to do it.

Mr. Showe: We had interactions with them several times in the past. I think their position is that they don't want any trees. They want a clear unobstructed view of the lake.

Mr. Mills: Yes.

Mr. Showe: The position of some residents is that they are opposed to it. So that's kind of where we are.

Ms. Witcher: They have their own association for that area, but they also have a master one so you have to deal with both of them.

Ms. Samitas: The homeowner who offered to allow access to her property lives at 532 Deerfield drive.

Mr. Showe: We will definitely let the landscapers know.

Ms. Witcher: She said the other lady next to her has a fence and would let us through. So, they wouldn't be upset, but we just have to make sure that we clean up.

Mr. Mills: Is there any further discussion on the lake bank project? Hearing none,

B. Pavilion Parking Lot Project

i. Status of Permitting and Construction

Mr. Darby: Maryelen, do you want to take the lead on this?

Ms. Samitas: Sure. As of right now, we have our St. Johns River Water Management District (SJRWMD). It's still under review with the county and we have one permit in hand.

Mr. Mills: There were no amendments or did they just approve it as is?

Ms. Samitas: As-is.

Mr. Mills: Fantastic.

Ms. Samitas: We got a quick turnaround.

Mr. Mills: We sure did. Thank you Maryelen for handling that.

Ms. Samitas: Sure. So, getting into the cost issues, we went back and forth a couple of times with Advanced Concrete. By the way, Mike, I called Advantage Concrete and we discussed everything. Thank you for that.

Mr. Pawelczyk: You're welcome.

Ms. Samitas: The price jumped around a little after Jerry and I met with Advantage Concrete. I won't go into all of the numbers, but it increased significantly. A few requests were made by some curb replacement and some piping for culverts for drainage underneath the two driveways. It increased to \$73,000 so we took another look at it to identify line items that I thought were a little over the top and rebid those out. One of them was the stakeout survey and

as-builts, which are permit requirements. We got a quote from Bob Packard, who did the Lake 5 bank survey for a much more reasonable price, which was around \$50,000, but we have a few adjustments that we could make to reduce the scope. One of them was the curb replacement. I think we can wait on that because it's not critical to the project to have the curb replaced.

Mr. Darby: As they evaluated it, they noticed cracks in the Miami curbs or gutters and said, "While we are mobilizing, do you want us to fix it?" So, we said, "If you can mobilize, then fix it." However, it's not within the scope of the project so I would eliminate that, but as part of an overall work effort I would include it.

Mr. Showe: That makes sense.

Mr. Darby: The same with the flared down sections on the drainage pipe.

Ms. Samitas: Yes. The mitered ends are expensive in my opinion, so we sub those out with a company much more reasonable. They don't have to be installed right now. They could be added later for a \$1,200 reduction off of the bottom line.

Mr. Brown: If you remove the Miami curbs, what price does that bring us down to?

Ms. Samitas: The Miami curb was \$2,700 and the flared ends were \$1,200 so that gets us down to around \$47,000.

Mr. Darby: I took the liberty of creating a synopsis for the Board which makes it's easier to understand. The survey cost was \$2,600, \$1,647 for our presence, which was partially paid for and \$10,000 for the District Engineer. So, the total overall project cost was around \$61,200. Will you send that out?

Ms. Samitas: Yes.

Mr. Darby: My understanding is that the BCA and the CDD allocated \$5,000 towards this project. Where is the additional \$6,248 going to come from and do we want to proceed? If you look at the Goodson quote, which I will provide to Maryelen, asphalt is considerably more expensive than cement.

Ms. Samitas: The unit cost they have for concrete is unusually low. It's very low.

Mr. Darby: Wayne set up a deal with them.

Ms. Witcher: Is it for the same strength of concrete?

Mr. Darby: I think it's 3,000 PSI

Ms. Samitas: I think they are going to 4,000 PSI.

Mr. Darby: 6 inches deep?

Ms. Samitas: Yes.

Mr. Mills: If you take into consideration the maintenance cost of concrete versus blacktop, you are going to save some money by going to concrete. Are there any available funds, Jason, in the Road Paving Budget or the Sidewalk Repair Budget that we can draw that \$6,248.75 from?

Mr. Showe: You can utilize the roadway paving. We would have to look at how that impacts future repair work. I think we are probably okay for the next couple of years, but the challenge with that is with the ever-increasing cost you may have a long-term cost that you have to look at, but there are funds there. Obviously, you have the community beautification and the Capital Project Fund which would have some available funds, if needed to absorb some of that.

Mr. Mills: Does this \$55,000 include \$10,000 out of our budget?

Mr. Darby: Yes. In other words, it's \$25,000 from the BCA and \$30,000 from the CDD. Originally, the capital had \$20,000 and we have \$10,000. So that's how we got to \$55,000.

Mr. Mills: I honestly think we should move forward with this. It's been years going around and around and around. We have a nice-looking pavilion. The pool is up to snuff. What about the tennis courts?

Mr. Brown: They are going to get redone.

Mr. Mills: We are going to discuss playgrounds for the kids. I don't think we have a choice but to proceed.

Ms. Witcher: The play area should be completed before doing the concrete because of the trucks going in and out to bring everything in. You don't want to do it and then have a truck driving over it and breaking it.

Mr. Brown: You'll never break it.

Mr. Darby: The kind of trucks that will be bringing in the equipment will be box trucks. I think we should complete the tennis courts before the pavilion parking lot is paved. National Drive could be done at any time.

Mr. Bosseler: Mel, William and I looked at the playground and this is really for the future. It's not for this year.

Mr. Showe: I see that as a budget 2020 item.

Mr. Mills: That's fine.

Mr. Darby: I agree.

Mr. Mills: I think we need to do it.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the proposal from Advantage Concrete for the pavilion parking lot paving in the amount of \$50,000 was approved.

Ms. Witcher: Are we going with Advantage?

Mr. Showe: Yes. We will have District Counsel draft an agreement.

Ms. Witcher: Do we have to say that we are doing that?

Mr. Pawelczyk: I think we just need the final proposal. We used them before.

Mr. Showe: We have not used them.

Ms. Samitas: I will get the final proposal.

Mr. Darby: If any resident wants to look at the plans, they are on the table. I need coordination with Maryelen on the stakeout because there are sprinklers in that area that are going to have to be moved. So, before they do any demo we need to move the sprinklers.

Mr. Showe: If you identify which ones, William can get with Tropic-Care. That shouldn't be a problem.

Mr. Darby: The second item is tree removal in the pond. The coordination of that needs to happen with the other plans.

Mr. Showe: Correct. We identified the trees that need to be removed with the sidewalk program; however, we waited because we did hear that there were three. So, to remove those we can do one permit with the county and stay under our one per year rule. I think that will resolve the issue.

Mr. Darby: Okay, so you are going to coordinate with Maryelen?

Mr. Showe: Maryelen, can you provide those trees to Will? We will get you all of the information so you can do the county permitting.

Ms. Witcher: Your friend wanted the trees to be removed. Is he in that group?

Mr. Showe: Yes.

Mr. Mills: One final item, Maryelen. When will the survey occur?

Ms. Samitas: I want to wait until we get our revised proposal before I give Bob Packard the Notice to Proceed.

Mr. Mills: Okay great.

Ms. Samitas: We can pass that through Jason.

Mr. Showe: Yes.

Mr. Darby: So Jason, we just need to coordinate the tennis courts.

Mr. Showe: They are still six to eight weeks out. I still don't have a firm date. I keep in touch with them every week because we are coordinating the light repair at the same time they take the fence out. We are working on all of that.

Mr. Darby: Great.

Mr. Bosseler: I suggest we do it in the heat of the sun. No one will be playing tennis at that time.

Mr. Brown: Construction will take about three weeks so the tennis courts, pavilion and those areas for parking will be shut down and people will need to park on the street so we might need some signage.

Ms. Witcher: It probably will affect the swimming pool too.

Mr. Mills: Yes it will.

ii. Consideration of Joint Participation Agreement with Baytree Community Association for Recreation Area Parking Lot Project

Mr. Showe: I think Mike worked on this. It almost mirrors the Pavilion Agreement, except it's for the shared cost of the paving project.

Mr. Pawelczyk: Yes. The BCA will contribute \$25,000 and the District is responsible for paying the remaining amount. I spoke with Wayne before the meeting and the BCA doesn't have any comments. Their attorney also reviewed it and like Jason said, it's pretty much the same form of document we approved for the pavilion. If you recall, I said, "Let's do this right the first time." It's relatively easy to move these through so if you approve this today, we can move forward and sign it. Then the BCA will sign it and will write us a check.

Mr. Mills: Were there any corrections or comments regarding the agreement?

Mr. Darby: I made some additional comments on the agreement that Mike incorporated.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Joint Participation Agreement with Baytree Community Association for Recreation Area Parking Lot Project was approved.

C. Discussion of Road Striping Proposal

Mr. Showe: William obtained a road striping proposal to do all of the sidewalks in thermoplastic as well as to refresh all of the stop bars. We also separated out the area where they are doing the work for the paving program because we didn't want to do that until they were done with all of the paving work. We can either get it done or hold off. It's up to the Board, but we think this is a nice refresh for the entire community.

Mr. Darby: Jason, was this excluding anything that would be accounted for the speed bumps?

Mr. Showe: This does not include any striping that would be associated with those speed humps.

Mr. Darby: So it does exclude them.

Mr. Showe: Correct.

Mr. Darby: I think we should do it. It's faded.

Mr. Showe: Since we received the quote, we wanted to bring it to the Board to make sure there weren't any objections.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the proposal from Fausnight Stripe & Line for the road striping on Baytree Drive in the amount of \$4,750 was approved.

Mr. Showe: We will coordinate it.

Mr. Darby: Will it be paid out of the paving fund or highway fund?

Mr. Showe: We have some monies in the General Fund. This is just general repair and maintenance so we will take it out of that.

D. Discussion of Transponder Removal Process

Mr. Showe: I know Mr. Brown has some information as well, but after the last meeting we reached out to the BCA. They provided me with a complete list of all the current owners that they have, so what we have been doing internally is go through our transponder list, address by address, and remove any that we can tell are no longer residents here. So far, we eliminated 100 and will continue to keep moving through all of those. The BCA has committed to keeping us informed when they are aware of a change. That way we can hopefully keep that as up to date as possible.

Mr. Mills: I have one for you to eliminate. Al and Judy Foyt who live on Chatsworth.

Mr. Showe: We will get it done.

Mr. Mills: I think it's a great idea for us to continue the dialogue with Fairway so we know what is happening. There is another concern that I want to share, which is that I was told of several people who don't live in the community anymore who kept their pool pass so they could swim in our pool. So, we have to come up with some way or maybe GMS can come up with some ideas of how we can get the cards back when residents move out of the community.

Mr. Showe: I have an idea, but unfortunately, it's not cheap. The system you have now is practically obsolete. They really don't make that type of system anymore. Also, when we took over the field management, the cards that had already been handed out by the previous company were not tracked so we don't have any way of tying a particular pool pass to a particular house with any certainty, especially before we took over. So, I think the only way to track it is to install a new system. There are several new systems. I think ACT even proposed some. Residents could have a key fob instead of the card, but you are talking about a whole new system and the cost to issue those fobs to the entire community.

Mr. Mills: We might want to look at that.

Mr. Showe: Sure.

Mr. Mills: The reason I say that is also for the tennis courts because it seems as though the tennis courts are being widely used, whether by a few residents and guests. Right now, you can tell the guard that you are going to the golf course to play golf or to the tennis courts. So, I think maybe we should look at maybe getting a quote on an electronic system for the pool and the tennis courts.

Mr. Showe: That might be a good time to address the issues with the back gate.

Mr. Mills: Absolutely.

Mr. Showe: The challenge we have is that newer systems have a Wi-Fi capability so they don't have to hardwire to the gate. Our current system would require a hardwire and it's expensive to install. We can take a look at your entire system.

Ms. Witcher: Won't residents or guests need a card when they go to the pavilion or to go to the bathroom, instead of walking around to the back gate, especially handicapped people?

Mr. Showe: Yes, we can look at a new system.

Mr. Mills: Right now anyone could just flip the latch to use the tennis courts.

Ms. Witcher: I saw someone skateboarding on it one night. We chased them off.

Bob Eksten, Old Tramway Drive: I know you and I discussed this in the past, but I am slightly concerned about how many people are coming in and using our tennis courts that are not residents or guests of residents. I think a new lock system is worth the investment because tennis courts are expensive to maintain and the people who live in Baytree are paying for it. The people that don't live in Baytree that just come in to use the courts aren't paying a cent for it, which is unfair to residents. On April 15th, I noticed that the courts were filled, in this case with women players. There were eight players on the courts and probably another seven or eight or maybe even more in the pavilion waiting to play tennis. I know several ladies in Baytree that play tennis and none of them, the four that I know, were present. So, I'm wondering if there's a two-fold situation. Number one, if ladies tell the guard at the gatehouse that they are going to the tennis courts they are allowed in. Number two, someone giving lessons at the tennis courts are not residents. I see them every Thursday morning when I play golf.

Mr. Showe: The CDD has no agreement for an instructor, but if a resident brings their own instructor it counts as their guest, whether they are providing instruction or not.

Mr. Eksten: I suspect that's not the case. In the past, Pat Dempsey from Suntree gave tennis lessons. She didn't have any agreement with Baytree. My point is that a lot of people are coming in thinking, "Well I took lessons here, I'll just come in and play because the courts are available." Other communities keep their tennis courts locked with a lock and key. I play there fairly often and can't get in there. So, I think we need to do something to make sure that we have at least a resident present when a guest is playing. Rather than just having people willy nilly play. I don't play there often anymore, but I wanted to bring in a guest to play here and I couldn't because the courts were jam packed. So, if residents are playing, that's fine, but if they are not, that annoys me. So, I think getting a new lock system, is a good investment.

Mr. Mills: Wayne?

Mr. Wilkerson: This is the industry that I came from. You can get RFID cards and a lock for those gates that match up with the color of the gate. The cards can be programmed easily to the lock. You can get as many as you want for under \$1,000. A locksmith could put it on there. I promise you, anything over \$1,000, Jason, should not be considered. I would be happy to consult with you.

Mr. Showe: Absolutely. If you send us a vendor, we will definitely take a look at it.

Mr. Mills: Can those cards be deactivated if somebody moves?

Mr. Wilkerson: Yes, but you have to manually do it. You don't want this running online so you can go to a computer center.

Mr. Mills: I agree.

Mr. Wilkerson: You want it done at the gate.

Mr. Brown: I agree.

Mr. Wilkerson: Those are durable and inexpensive.

Ms. Witcher: The pool rules are that you must have a resident with you when you visit the pool, right?

Mr. Mills: Supposedly.

Ms. Witcher: So it should be the same thing with the tennis courts.

Mr. Showe: It is. That's what the rules state.

Mr. Wilkerson: I just hope the gate doesn't allow people access if they say, "I'm meeting somebody to play tennis." I suspect that's happening in some cases.

Mr. Showe: We will discuss that with Valerie as well.

Mr. Pawelczyk: It's not a legal issue by any means, but Bob said the event was on April 15th. Did you mean March 15th?

Mr. Eksten: Yes.

Mr. Brown: Transponders have been one of my pet peeves. I'm happy now that the BCA has given Jason the list of homeowners and you eliminated 100. I sat down the other day and put together a draft proposal relating to the. I'm giving this to the members of the Board and Mike. We don't have to discuss this today, but I would like to discuss it at the next meeting not that we have a new security system. I would like to tie the security system for the pool and the tennis courts together. So that's just for everybody's information. We can attach it to the minutes and put it online for people in the community if they want to take a look at it.

Mr. Mills: I asked Jason to put the strategic plan on the agenda for discussion. What I would like for the Board to consider is having a special meeting or workshop for the purpose of discussing a strategic plan. This might be a great opportunity at the same time, to discuss the transponders.

Mr. Brown: Could we do it soon?

Mr. Mills: Sure.

E. Discussion of Strategic Plan

Mr. Mills: In 2013, I recommended to the Board that we look at doing a strategic plan. We went through an analysis of trends, weaknesses, opportunities and threats, which you have in front of you. I would like for you to take this and digest it, add or subtract and have a special or workshop on the strategic plan. As our community ages, I think it's very important for us to have a roadmap of where we are going and how we are going to get there and then every year, we need to reevaluate where we are with that. I think that would be good for all of us. Each of you have your own particular responsibilities so if you had anything that is important, let me know.

Mr. Showe: I think I gave everyone one. If not, I'll get you another one, but this is where it was when the Board last discussed it. So, this is the last and final version that the Board discussed in 2013.

Mr. Darby: So we have a meeting on May 1st. Do you want a special meeting?

Mr. Mills: Yes, a special meeting.

Ms. Witcher: Can't we have it after the regular meeting?

Mr. Showe: You can certainly do it before or after, but it would be my recommendation to do it before, because then you can set a specific time. I think these kinds of discussions tend to drag on, whereas if you set a special meeting, maybe we will discuss it for two hours and that's it. You may be more productive in terms of being focused.

Ms. Witcher: Maybe we can have it from 10:00 a.m. to 12:00 p.m. and then have the meeting at 1:30 p.m.

Mr. Mills: If each of us do our diligence on this, it should be very easy to come back and say, "Here's where we are and here is where we need to do." I suggest 11:00 a.m. on May 1st. That gives us two hours.

Ms. Witcher: It's right at lunch time.

Mr. Darby: We can bring in lunch.

Mr. Showe: My experience with these types of meetings is if you set a specific timeframe, you tend to be a little more focused.

Mr. Mills: Why don't we start at 10:30 a.m.

Mr. Showe: So you want it from 10:30 a.m. to 12:30 p.m.? That gives you an hour in between.

Mr. Mills: Perfect. By the way, any resident that would like to come and listen, you are more than welcome to do that.

Mr. Showe: So it would be the intention of the Board to set a workshop for May 1st from 10:30 a.m. to 12:30 p.m.

Mr. Mills: Yes.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor scheduling a workshop for May 1, 2019 at 10:30 a.m. to 12:30 p.m. to discuss the transponders, strategic plan and invite the General Manager for the golf course was approved.

Ms. Witcher: Is it specifically for strategic planning?

Mr. Mills: Strategic planning and to incorporate Rick's proposal for transponders because that's a key element as well.

Mr. Showe: We will make sure that the advertisement reflects both.

Ms. Witcher: Are we going to talk about the gate system for the pool?

Mr. Mills: If we have that information, yes. This is strictly to focus on where we at and where we need to be. As homes get built west of I-95, we are finding that the homes in Baytree are harder to sell, especially at the higher price ranges. I think that's an issue we need to tackle as well.

Mr. Brown: My experience with strategic plans is that they used to be 10 and then they come down to five years. Are you talking about a three to five-year plan?

Mr. Mills: Three to five years. In fact, our street program goes out five years.

Mr. Showe: It's even longer than that, but I think we only tried to focus on the 10 years.

Ms. Witcher: The next one is for 2020, right?

Mr. Showe: You still have the 2019 one to do.

Ms. Witcher: So now it's due in 2022?

Mr. Showe: Yes.

Ms. Witcher: So we missed one.

Mr. Showe: Right.

Ms. Witcher: This was our off year.

Ms. Samitas: It got delayed.

Ms. Witcher: So we are going to do it this year?

Mr. Showe: Yes. The intent was to do the pavilion parking first and then pave it.

Mr. Darby: We are going to talk about that later. I would like to suggest, as part of the strategic plan, we have a brief presentation by the new General Manager on May 1 to discuss the intent of the golf course relative to the community?

Mr. Mills: As long as he keeps it brief, I don't see why not.

Mr. Showe: We could limit them to 5 minutes.

Mr. Darby: That's a vital part of this community. If for some reason, corporate says they are going to flip the golf course in three years, that has significant impact on what we do.

Mr. Mills: It has a tremendous impact.

Mr. Darby: So Jason, you can give him an invite?

Mr. Showe: Yes.

Mr. Mills: By the way, Wayne. Al Foyt called corporate regarding to the golf course and talked to the auditor. They basically said that they have no plans to sell the golf course. I don't know if you knew that or not, but he gave me that information about a week ago.

Mr. Wilkerson: I spoke to the owner and he's putting \$100,000 into it right now and another \$100,000 to replace sand traps with sod in the areas where no water hits the sand trap. He was very enthusiastic about it.

Ms. Witcher: I noticed on Hole #8 they let weeds grow up along the edge so they don't go in the water as much.

FIFTH ORDER OF BUSINESS

CDD Action Items/Staff Reports

A. CDD Action Items

Mr. Showe: For the fountain, we initiated the service plan. They found that the lights weren't working so they are getting those repaired as quickly as they can. For the tennis court refurbishment, we touched base with the contractor. I think they are planning to install the fence in the next couple of weeks. The resurfacing is still six to eight weeks out. Two crews will do the work. We already touched base with Eau Gallie to let them know, "At some point we are going to call you and tell you to get this light replaced." The fence company is aware that they are going to have to wait a few days in between the take down and the replacement. So, I think we are in good shape. Will, do you want to discuss the camera system for the Recreation Center?

Mr. Viasalyers: Yes. Pretty much everything is completed with some minor exceptions, getting the guardhouse converted over so the guards have full access.

Mr. Darby: When will that happen? Do you need internet access?

Mr. Viasalyers: We already have internet at the guardhouse. We recently had internet installed at the pool area as well.

Mr. Darby: So the guards will have access to all 13 cameras?

Mr. Showe: Correct.

Mr. Darby: When do you think that will happen?

Mr. Viasalyers: I touched based with the camera installer yesterday. He apologized. He was out of town for the past couple of weeks. Hopefully, he will get on it this week.

Mr. Showe: It's not a difficult process. He has to get out here onsite and set up the computers.

Mr. Darby: So we are talking mid-month.

Mr. Showe: At least.

Ms. Witcher: Maybe by the next meeting.

Mr. Showe: Yes.

Mr. Bosseler: Who else is going to have access? Are you guys going to be able to have access to it?

Mr. Viasalyers: I have remote access.

Mr. Showe: Yes. Will can access everything remotely. What we are doing is tying it all in so the guard can see it all. So, it just may speed up the response.

Mr. Darby: So he will see the back of the community, the pool, the pavilion and the tennis courts.

Mr. Viasalyers: Correct.

Mr. Brown: Can it be expanded?

Mr. Mills: I don't see why not.

Mr. Brown: I would think next year we are going to be talking about the playground.

Mr. Showe: Sure.

Mr. Darby: The playground can be picked up by the pavilion cameras.

Mr. Viasalyers: We have room to add additional cameras.

Mr. Showe: Absolutely.

Mr. Brown: That's fine.

Mr. Darby: We have a larger monitor.

Mr. Viasalyers: Correct.

Mr. Showe: For the sidewalk/tree repair, we contacted the sidewalk vendor. They are actually onsite today to start that project. Obviously, we will coordinate with Maryelen on the tree permit. For the guardhouse/pool electrical boxes, I know Will is working with the electrician. I think we approved the pool boxes, but we are still waiting for the guardhouse,

Mr. Viasalyers: Yes, we are waiting for a proposal.

Ms. Witcher: Did we ever find out what was the matter with the one at Christmastime that one kept falling out at the front?

Mr. Viasalyers: We are going to have them go through everything again since they are here.

Mr. Brown: Going back to the Oak trees, are Birchington Lane and Royston Lane on the list?

Mr. Showe: Yes.

Mr. Mills: I think another issue with the Christmas lights was when we pulled out the center island with all of the garbage in that center island, there were a lot of electrical boxes with lights laying over it. Those wires are hot. Probably some of that was due to the fact that water was getting on those live wires, tripping the breakers.

Ms. Witcher: What are you going to put in there?

Mr. Mills: We will talk about.

Mr. Brown: When we take out an Oak tree, we are required to replace it.

Mr. Showe: Correct. We have to replace it on CDD property, not in front of a home. We are going to just have to locate some locations for it and we'll work with Mel.

Ms. Witcher: We can't put them back on the person's property. It has to be on CDD property.

Mr. Showe: It's CDD property; however, we would never recommend putting it between the sidewalk and the curb.

Mr. Brown: Could we put it on the golf course with their approval?

Mr. Showe: No. It has to be on CDD property. If it comes off of your property, it has to go back on there.

Mr. Brown: Could we do an agreement with the golf course?

Mr. Showe: I don't think the county would allow it.

Mr. Pawelczyk: It's really a county requirement. The only thing I think the county may agree to is if we had a landscape easement over a particular area of the golf course, they would let us put it in that landscape easement; for instance, if we were to create a conservation area.

Mr. Brown: I understand. I know that some of the trees on the golf course got totaled during the last hurricane and they haven't been replaced. If we have to take an Oak tree down because it's ruining somebody's sidewalk, no one would care where that tree goes.

Mr. Showe: The county cares.

Mr. Brown: Then the county can play golf and we will put an Oak tree in.

Mr. Pawelczyk: You could ask if there's an area on the golf course that is close to CDD property where the golf course could grant us an easement. I don't know if the county would allow that, but if it was dedicated as a preserve landscape area, they might allow us to do it. I don't know.

Mr. Mills: Maryelen, do you know if the county changed their Ordinance when it comes to Oak trees? The reason I ask is I met with Dave Halle last week or two weeks ago and mentioned, "If you notice on Stadium Parkway, there are no Oak trees. They are all Palms." He told me that the county told The Viera Company, "No more Oak trees. You will replace them with Palms." So, you might want to check to see if that Ordinance is still in existence or if they changed their mind.

Ms. Samitas: Okay. I will check that out with Natural Resources.

Mr. Mills: Sandy?

Sandy Schoonmaker, Kingswood: They never said it had to be Oak trees. When I first took over for Susan, I got yelled at by the county about the fact that we shouldn't be planting Oak trees. They are all over my backyard and everything else dies.

Mr. Mills: Apparently the county has had a lot of the issues we are having here, replacing sidewalks and streets because of roots. So, I think they may be changing their mind to some degree and we might want to check that out.

Ms. Samitas: I know typically developers have gone with Oak trees because they have the largest canopy coverage, but that's all I know, without checking with Natural Resources.

Mr. Mills: Would you mind doing that?

Ms. Samitas: Not at all. Maybe I can ask them about any opportunity to do an outside the box solution with the conservation easement.

Mr. Pawelczyk: I wouldn't call it a conservation easement.

Mr. Showe: It's a landscape easement.

Mr. Pawelczyk: The golf course isn't going to want to label the property as a conservation easement. We want to be able to go in there and clean it, especially if it's adjacent to residential. It could be a landscape easement or something like that. I would not call it a conservation easement.

Ms. Samitas: Okay.

Mr. Pawelczyk: Unless they come back. I'm pretty sure that the golf course isn't going to want to bind their property with a conservation easement on it because as you know, once there's a conservation easement on it, it's there forever.

Ms. Samitas: Yes. That's something you and I have to discuss with them. I will find out some information first.

Ms. Witcher: At the end of Old Tramway people used to be barbecuing on the cul-de-sac. Maybe that area would be nice for a tree because I think those people moved out and it would be nice to put a tree instead of the bricks they had over there.

Mr. Showe: Yes.

Mr. Mills: You and I talked about this before. In Chatsworth, there's that long strip on the right-hand side going down where we can plant Oak trees.

Mr. Showe: Correct.

Mr. Mills: There are no sidewalks. It's right beside a conservation area so you can probably have them close to the conservation area.

Ms. Witcher: We should just put hardwoods in versus Oaks so it doesn't tear up the road.

Mr. Showe: We just have to make sure it's on the qualifying list. For the signs and lampposts, we already approved a proposal to have all of the CDD posts repainted within the community. We have also been in contact with Florida, Power & Light (FPL) to speak to their LED team. They want to review all of their lights and provide a proposal not only for refurbishment, but also replacing them with LEDs. I'm still waiting for that contact.

Mr. Mills: I talked to a gentleman at a car show who works for FPL. He said that FPL is really excited about the community going to LEDs because it saves them a lot of money.

Mr. Showe: Correct.

Mr. Brown: Will they still paint their little posts?

Mr. Showe: That's their responsibility.

Mr. Darby: When do you think the painting will begin?

Mr. Viasalyers: They require a 50% deposit. The check was issued and will be sent out within the next couple of weeks.

Mr. Mills: George can sign the check.

Mr. Showe: So it's on the way. Regarding the fence along the recreation area, once we cut back some of that landscaping, we found there was damaged fence that we couldn't see because there was so much landscaping. We already contacted a fence company and are just waiting for a quote. As long as it's not extraordinary, we will just have it done.

Mr. Darby: Will that expense come out of the General Fund?

Mr. Showe: Correct.

Mr. Darby: And its repair and/or replace.

Mr. Showe: It's a repair. The last item is the ADA picnic table.

Mr. Viasalyers: We finally received the hardware and the crew was out here today installing the last table.

Ms. Witcher: They were working when I came by.

Mr. Viasalyers: They were wrapping things up, the placement and everything.

Mr. Showe: I think I spoke about this at the last meeting, but as a follow up, we looked at the website for ADA compliance. We have until January 2020 to maintain that. So that's on our list. We are just keeping an eye on it for now.

Mr. Mills: Is there anything else?

Mr. Darby: Yes. We were talking about cleaning the neighborhood monuments. Is anything happening on that?

Mr. Showe: I think Mel has an update.

Mr. Mills: That will be discussed later in the meeting. Is there anything else?

Mr. Showe: I don't have anything else.

B. Additional Staff Reports

i. Attorney

Mr. Mills: Michael?

Mr. Pawelczyk: I don't have anything other than what we already discussed.

Mr. Mills: Very good.

ii. Engineer

1. Speed Humps

Michael Windom, Bradwick Way: I have a question. The wires that you referred to are hot. Will they remain uncapped where someone could get into them?

Mr. Mills: The electrician has been contacted. I asked him to get here ASAP to get that taken care of.

Mr. Windom: Thank you. Have we noticed that the green tile on the back monument has turned black?

Mr. Mills: We are going to address that. Maryelen?

Ms. Samitas: I am distributing a speed hump exhibit. I have two locations on the plan, including an alternate location. Remember, you wanted to install two speed humps as a trial basis. If you notice, the guardhouse is all the way on your left. The cart path crossing is in blue. The reason why I identified those is because we talked about maybe doing a speed table there in the future. So, if that's something you want to do, I would stay away from putting speed humps there so we have even distribution along Baytree Drive. Does that make sense? There are two trends here. I'll need your feedback to understand where most of the speeding problems occur. So, we can either put the two speed humps evenly spaced between the guardhouse and Old Tramway Drive or between the double length of Baytree Drive. I haven't heard anything about speeding issues at the back gate. Mostly it's when people are coming in.

Mr. Mills: The majority of the traffic is between Old Tramway Drive and the front of Baytree Drive. We identified the speed humps as Alt Location #1 and Alt Location #2.

Mr. Brown: I would do Alt Location #2.

Ms. Samitas: One of them is located away from homes right outside the gate. This is flexible so the Board can change these locations. That's why I have the exhibit here, so you can discuss it and get back to me on where you want them.

Mr. Mills: Do you see where Duncastle Court is?

Ms. Samitas: Yes.

Mr. Mills: If you come down there, heading towards the back gate, the houses on the left basically are shielded by some shrubbery. Maybe we could put a speed hump right where Duncastle Court is.

Ms. Samitas: Right before Duncastle Court?

Mr. Mills: Right before.

Ms. Witcher: The mailboxes are right down the corner.

Mr. Mills: You should put a speed hump there because I was going 40 miles-per-hour (mph), which was over the speed limit and I was passed on Baytree Drive right at that location.

Mr. Darby: At Duncastle Court?

Mr. Mills: Yes.

Ms. Witcher: We have a lot of people crossing here.

Mr. Mills: There are a combination of options, for example, if you went from Alt Location #2 to the second cart path crossing, I'm looking at equal spacing on Baytree Drive because of the traffic just coming out of the guardhouse. You are not gaining speed until you are down to Alt Location #2 or to even your point, Mel, maybe Duncastle Court should be the first area because the second cart pass crossing, takes it from the back entrance of Baytree and the front entrance and it's about having equal spaces, just before you make the turn onto Old Tramway Drive. You have a cart path table, which is similar, but it's different than a hump.

Mr. Showe: Correct.

Mr. Mills: But they both could be incorporated into the same overall project. Right? There is no reason why you have to do one or the other.

Ms. Samitas: Sure, but the price is going to be a little bit higher because I think there's more volume in that table because it's wider.

Ms. Witcher: That corner where it says, "*Lake 3A*," where the houses are, it's a blind spot because of lawn people are on the side of the road working on those houses. You have to be careful coming around those two curbs because you can't see oncoming traffic. You have to pull out and pull back in and wait a couple of times.

Mr. Darby: All the more reason to have a hump there to slow them down.

Mr. Mills: Exactly.

Ms. Samitas: Would you prefer to do one at the cart path crossings instead of other separate locations? I can price that out.

Mr. Darby: My only concern about the first cart path crossing is that it is a long way away from the front gate. They could get up a fair amount of speed before they hit that.

Mr. Mills: Right.

Mr. Darby: To Carolyn's point, you have a blind spot around that curve. If there's some impediment to speed there, I think that's a safety issue as well.

Mr. Brown: I agree with Jerry. I like Alt Location #2, which is the first cart path and the second one. I don't think you need Speed Hump #2 going out Baytree Drive to the back gate because once you past Saddleworth, there's nothing there except for the lake and the golf course.

Mr. Mills: Right.

Ms. Samitas: Okay, so we'll scratch that one.

Ms. Witcher: But those people are the ones here that are complaining about the LED lights.

Mr. Mills: The speed humps are not going to help that.

Ms. Witcher: They would love to hear squealing wheels.

Mr. Darby: What are you suggesting?

Mr. Showe: Rick was talking about Alt Location #2 and both cart paths.

Mr. Darby: So he's talking about three speed humps instead of two.

Mr. Showe: Correct.

Ms. Samitas: That could be approved for the plan and if you don't want to spend that amount of money right away, we can break that out.

Mr. Mills: I suggest doing two of them now. I think we already approved two.

Mr. Showe: Correct.

Mr. Mills: See how that goes and then add the third one.

Mr. Darby: Okay. Could we move Alt Location #2 closer to Duncastle Court?

Mr. Mills: Okay.

Mr. Brown: It's a little more challenging with the houses there.

Mr. Darby: Yes.

Ms. Witcher: That's why we were trying to find a location that wasn't in front of two houses.

Mr. Mills: If you do it right before you get to Duncastle Court, there are basically no houses on one side at all.

Mr. Brown: Yes, but there's a house on the other side of the street.

Mr. Mills: Do you honestly think somebody is going to squeal wheels and peal rubber to stop?

Ms. Witcher: Yes.

Mr. Mills: I don't think so.

Ms. Witcher: Have you been on this part of the road?

Mr. Mills: Yes. I told you that I got passed.

Mr. Brown: I think the idea is not to have people peal rubber. It's to get people to slow down.

Ms. Witcher: There are no stop signs in that area.

Ms. Samitas: Keep in mind there is that cart crossing.

Mr. Wilkerson: Also keep in mind, we have a resident who requested one in front of their house, which was Martha Schultz.

Mr. Brown: That's down the road. We are going to do Baytree Drive first.

Mr. Wilkerson: It's kind of a blessing that someone requested one.

Mr. Mills: I know.

Mr. Darby: I would like to point out that Speed Hump #1 and Alt Location #2 are also in front of houses as well.

Mr. Mills: Yes.

Ms. Witcher: They at least have one side that doesn't have anything on it.

Mr. Mills: Once you come around that curve coming in Baytree Drive from the front, there's a wide long stretch to catch up speed. That's why I chose Duncastle Court.

Mr. Darby: And Cart Path Crossing #2.

Ms. Samitas: So in the future, would you be interested in doing a speed table at the first cart path crossing because if so, it's a little bit closer.

Mr. Brown: Not if you are going to put one at Duncastle Court.

Ms. Samitas: You have about 300 feet between the Duncastle Court location and the next cart path, which is fine.

Ms. Witcher: There's some equipment there too.

Mr. Brown: I like Alt Location #2 and both cart paths because if you look at Old Tramway Drive, by the time you get from the guardhouse to Alt Location #2, you are going to

have to slow down. Then you think you are done and start going along and all of a sudden, there's another speed hump at the cart path.

Ms. Witcher: We were trying to be nice to the golfers.

Mr. Pawelczyk: Just for clarification, you are talking about putting speed humps in at the cart paths.

Mr. Showe: No speed tables.

Mr. Brown: Whatever the District Engineer recommends. Just to slow people down. I'm looking at the expanse and I'm thinking that we should separate it out into thirds before you get to Old Tramway Drive.

Mr. Darby: I suggest doing Alt Location #2 first and then the second cart path crossing, which is the southernmost and see whether there's an impact. If not, then we can always do the third cart path crossing at a later date. If it doesn't affect what we want to do, then do Cart Path #1.

Ms. Witcher: That will slow some of the people going towards the front gate from Old Tramway Drive, coming around that corner.

Mr. Mills: Rick, you are going around the curve so you are automatically slowing down and then speeding. That's why I preferred Duncastle Court. It's right in the middle. Is there consensus that we put speed humps at Duncastle Court where the mailboxes are and one at Cart Path Crossing #2, the southernmost one?

Mr. Darby: I'm okay with that.

Mr. Darby MOVED to approve the speed humps as discussed and Mr. Brown seconded the motion.
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Mr. Brown: Wait a minute. Which ones are we doing?

Mr. Mills: At Duncastle Court and Cart Path #2.

Mr. Showe: The motion is to install one at Duncastle Court and the southernmost cart path.

Mr. Brown: Cart Path #2.

Resident (Not Identified): Have you figured out where the third one would go?

Mr. Mills: We probably have equal distance from the front gate to Duncastle Court. Then you have equal distance from Duncastle Court to Cart Path #2 and out the back gate. Then we will put one on Old Tramway Drive at Kingswood.

On VOICE VOTE with all in favor approving the installation of speed humps on Duncastle Court and at Cart Path #2 was approved.

Ms. Samitas: I will revise the plan and resend it.

Mr. Darby: Thank you, Maryelen.

Mr. Mills: Maryelen, would you address the issue with Mike Ward and Kingswood?

Ms. Samitas: Yes. I believe I put in my report that our recommendation is to do something before the owner does something on their own. He had water leaking out through his slab, ruining the floor inside his house and a portion of his side yard, which floods during rain events. It's part of the common area swale that's overflowing onto his property. So, the only way that I can see to fix that, because the water actually crosses his property, is to raise his property to move the water away from his slab and pipe right along the fence line, catty-corner from his property line and into the wooded area that's owned by Baytree. That option was on the table as of the last meeting, but would require some paperwork because we would need equipment to handle the drainage.

Ms. Witcher: Would we need an easement?

Ms. Samitas: Yes.

Mr. Pawelczyk: We would need a drainage easement at the rear of his property to put in the infrastructure we need. Then if we are going to raise his property, we would need a temporary construction easement. The problem is that it's unusual that a county would approve something like this because there's no buffer between the edge of the plat line and his property. The developer obviously convinced the county to let them squeeze in Lot 48 and sell the property. That's really what happened.

Mr. Windom: The problem is that when this was an issue, I had just moved into that house and I was told that there was going to be someone coming to me with a plan for an easement that would take care of this water problem. The next thing I heard was that people were out there installing the landscaping and no one ever came to me again. The swale was put in, which was basically a ditch and now everyone along Kingswood doesn't have a view to the

water anymore, but when I look up there, I see water all over my property. The issue is that the swale ends right at the end of the fence and where that fence ends, is slightly higher than where the swale ends. What really irked me was the cost of the electrical lighting for the beautiful Palm trees that were put in. My problem was trusting what was said to me. Now I have water through my property. I already replaced the wood floor in all of the bedrooms that face that end. When it rains, not only does water pool all along that swale, but where my property slopes, if we get a lot of rain, there is six inches of water because the conservation area needs to be graded so the water continues down into there.

Mr. Mills: Maryelen, is there any recourse with the county regarding what Mike said as far as allowing us to permit that area where it's at now? Can we go back to the county and say, "Listen, this is what's happened and we are asking you to put the drains in and we are asking you to fix the problem?"

Ms. Samitas: I don't think so.

Mr. Bosseler: No. When the Space Coast Credit Union came in, they eliminated the berm and put their own berm in. They also put in concrete, which appeared to be for drainage, but the water doesn't go up that high. So, I don't know if we have recourse with the Space Coast Credit Union

Ms. Samitas: We did take a look at those grates at the Space Coast Credit Union and they are about the same; however, they may be dumping more water out of that outfall into the same vegetated area that's behind Mike's home. So, there is a possibility that it may have gotten worse since the Space Coast Credit Union was developed, just because of the volume of water that the outfall is being inundated with.

Ms. Witcher: Because they have a bigger parking lot.

Mr. Mills: Shouldn't we make the county aware of what is going on with this resident? It's not right.

Ms. Samitas: I don't know that you are going to get anywhere with the county, but I'm more than happy to make some phone calls.

Mr. Mills: My point is they allowed the Space Coast Credit Union to do what they did so if they caused the issue, then they should step to the plate and correct it because he's getting a lot of water and it's costing him money. In my opinion, we should not be having water going onto a resident's property.

Mr. Windom: You created that when you put the swale in. That was the whole plan.

Mr. Mills: We didn't put the swale in.

Mr. Pawelczyk: That's not the CDD.

Mr. Windom: No. I'm talking about the \$65,000 that they gave you to go towards that landscaping plan. I talked to Rich and Mel and the guy from Tropic-Care was talking about French drains or putting a pipe that's going to go through there. There was supposed to be an easement, but none of that ever happened. You just graded it so it sloped towards my property. So, the way I see it is you created it. In the retention pond, I've never seen the level reach that high. Am I afraid that if we have a big hurricane it's going to dump water in my yard and flood my property? Absolutely, but I've never seen it. What's happening to my property has to do with what you guys did.

Ms. Samitas: I think he's referring to when the fill was placed near the fence. I wasn't involved with that personally, but I know that, that area was holding water. I think some fill was placed there to try to help the flow from that point out to the outfall?

Mr. Mills: Could you look at it, give us some options and price it out so at the next meeting, not the workshop, come up with a solution and get it taken care of?

Ms. Samitas: Sure. One option is going to be piping it. Right? Because that's probably what we are going to have to do.

Mr. Mills: Does the SJRWMD have to be contacted with regard to that?

Ms. Witcher: They gave the approval for the Space Coast Credit Union to swap out their drainage from here to some place in St. Cloud.

Ms. Samitas: I would involve them because it would involve work in the wooded area, which I think is under a conservation easement. So, we would have to get in there and clear the area for a contractor to be able to install the pipe.

Mr. Mills: I think there are two approaches. One is telling the county that we have this issue and since they approved the site plan, they caused the initial problem. Number two, is what would they suggest and you suggest to remedy the issue?

Ms. Samitas: I could try that approach, but the burden is upon me now to try to get the county to see that the Space Coast Credit Union caused that issue, based on the existing grades.

Mr. Brown: Lots of luck with that.

Mr. Pawelczyk: I think what Maryelen is saying is if she could come up with a plan to try to fix it. Is that what you are doing?

Ms. Samitas: I think that we can move the flooding away from the homeowner's property.

Mr. Pawelczyk: I think that's what the homeowner wants.

Mr. Mills: Exactly.

Mr. Windom: That's all I'm looking for. I would like better grading, a pipe and grading the conservation area so it's all sloping down.

Mr. Pawelczyk: Would you be amenable to an easement at the rear of your property for underground piping if necessary?

Mr. Windom: Yes.

Mr. Mills: Very good.

Ms. Samitas: That's the approach I will take. I will come up with a plan.

Ms. Witcher: Does SJRWMD have to approve it because it goes into their flood table?

Ms. Samitas: I will work with them.

Mr. Windom: Could I get a timeframe on that?

Ms. Samitas: I will get something turned around by the next meeting on May 1st.

2. Roadway Paving Projects

Ms. Samitas: Nothing is cheap in roadway paving as far as I know. We still have the proposal from Goodson.

Ms. Witcher: Do we have a budget?

Mr. Showe: We have the funds for that because within the next four weeks that pavilion project won't be complete. I think what may be appropriate is at the next meeting we can have the agreement for Goodson so the Board can have that agreement executed. Right after the pavilion is done, you can go right into the paving.

Ms. Witcher: What area is this going to be done in? Was it near the 18th hole?

Mr. Showe: Yes.

Mr. Brown: It is from Baytree Drive to Old Tramway Drive past Linford Court, down National Drive to the golf course.

Mr. Showe: And 100 feet of Balmoral Way.

Ms. Witcher: Do we have speed humps on Baytree Drive?

Mr. Showe: They are not doing any more on Baytree Drive.

Ms. Samitas: I would ask Goodson to do it at the same time. It's not really a prerequisite. It's just the mobilization.

Ms. Witcher: It saves on mobilization costs.

Mr. Darby: Maryelen, you talked about the possibility of micro-paving as an alternative.

Ms. Samitas: Yes. I don't have any quotes so give me some time. It's actually micro-surfacing.

Mr. Darby: Could you give the Board an idea of what that entails and why we are looking at it?

Ms. Samitas: Micro-surfacing is an alternative to a mill and overlay. From what I hear, it's more cost effective for an equivalent design life. Your roads aren't in that bad of shape. They are in very good shape because you keep up with it. There are not a lot of trucks driving in and out. With the level of service that these roads require, it might be a cost effective alternative to milling. We just happen to have a vendor who does this out of the Tampa. I asked him to perform a site visit with me and give me some quotes for some of these roads. I have yet to receive that.

Mr. Darby: I would like to take a look at that for the next meeting. Thank you.

Mr. Mills: Maryelen, is there anybody else? It seems like we are stuck with Goodson. Probably six years ago, we asked the prior District Engineer to go out and get quotes from various vendors and she said that Goodson was the only one that would quote on it. I think we need to go beyond that and see if anyone else is interested in paving as well.

Ms. Samitas: Okay.

Mr. Mills: I don't like that we are locked into one vendor.

Ms. Samitas: So this could serve as one alternative. We will see what they come back with. We had some non-responders. I called one five times and they never got back to me.

Ms. Witcher: They don't want our business.

Mr. Showe: Yes. When you are talking about \$60,000 or \$70,000, sometimes it's not worth bidding.

Ms. Witcher: With the new construction going on they can do acres.

Ms. Samitas: We will look around. There has to be someone.

Mr. Mills: If you come back with none, I understand, but we really have to at least try. Is there anything else? If not, William?

iii. District Manager's Report

Mr. Showe: Before Will presents his report, I have some news for the Board. This will be my last meeting. Earlier this week, I accepted a position with a local government. I can't tell you how much of an honor it's been to serve this community. I've been with you guys since day 1 and it's kind of a home away from home for me here. I will be working with GMS through April 26th. I am going to work very diligently to make sure that all items are transitioned over. We have a great team in place and it will be my job to make sure that you guys don't miss a beat in terms of everything you want to achieve. I've been so fortunate and I'm honored to have been able to serve not only the Board, but the residents. I thank you for all of the experience and the good memories.

Mr. Mills: Jason, I watched you grow over the years and you have been a tremendous asset to this community. Whether we like what you did or didn't do, you have left a major impact on this community in a very positive way. I think George should be very proud to have had the opportunity to have you as an employee because you have done an outstanding job. I'm going to miss you because you are like a son to me.

Mr. Showe: I appreciate that.

Mr. Darby: I wish you the best of luck, Jason.

Ms. Witcher: Good luck.

Mr. Flint: The reason that many of you don't know who I am is because I think Jason and Alan before William did a good job for the community. If there were issues, I'm sure I would've heard from Alan. I used to manage the District before Jason took over. GMS is committed to providing quality service to you. I'm going to be attending the meetings so I get familiar with it. If anyone has any issues, please call me. Jason has done a great job and we don't anticipate any lack in service. We appreciate the opportunity to work for you.

Mr. Mills: William has really stepped to the plate and has done an outstanding job. You are to be recognized as well, coming into a community that you knew nothing about. To be able to step up and do what you have done, I greatly appreciate it and I'm sure the Board will as well.

Mr. Flint: Thank you.

Ms. Schoonmaker: I represent Kingswood and I want to say that we are going to miss Jason. When I received a complaint, I forwarded it to Jason and he handled it. So, I need George's contact information. Truthfully, Jason, you are our loss.

Mr. Mills: Does any other Board Member have any comments?

Mr. Brown: Godspeed.

Ms. Witcher: Good luck!

1. Field Manager's Report

Mr. Viasalyers: Most of my items have already been addressed by the Board and staff. So, I will keep it brief. There are no present issues with the lakes. The lake vendor is continuing to do a good job. Most of my landscaping issues have already been addressed. We did remove one dead Palm tree as you come into the community within the last week. Everything was covered on the pool. Staff installed new shade awnings at the tennis courts. They had to be re-ordered because we ordered the wrong ones originally. So that was taken care of. We addressed multiple gate arm failings after vendors tried to sneak in and knocked them off. When staff is onsite, we take care of that. It doesn't incur any additional costs and saves the District a lot of money. At the last Board Meeting, one Supervisor requested talking with the golf course because we are finding golf balls in the oleanders. We tried to get that addressed. At the time, the General Manager (GM) that was present, was not willing to work with us on the District side of things. They mentioned that they didn't have the staff available to do that kind of work, but now with the new GM, I will reassess that with them to see if they are willing to help us out. Staff worked on all of the monuments in the community. We have two left to replace and upgrading the lighting. We are going with LEDs, which are brighter and more modern, saving the District a lot of money every year. We are also working on the playground equipment, which was addressed. The remaining items I will leave for Mel to discuss. That's all I have unless you have any questions for me.

Ms. Witcher: Did you hear from the water department on the fire hydrant?

Mr. Viasalyers: I'm still waiting to get a response back from them on what direction they want to take.

Ms. Witcher: Okay. Why did they replace it? Was it leaking, causing the road to collapse on that corner?

Mr. Viasalyers: I have to get better insight from them on that.

Ms. Witcher: What about the reflective paint on the front?

Mr. Viasalyers: I'm still working on that. I have to get something from Sherwin Williams.

Ms. Witcher: Thank you.

Mr. Darby: I just wanted to thank you for the way you revised your report to have estimated beginning dates, completion dates and a timeline. It gives the Board an idea of when we can realistically expect some of these items to be completed. So, I thank you for that.

Mr. Mills: George, just for your information, I mentioned to Jason and to William that you are our management company. I know that all of us are very involved in the community looking at different things. I strongly suggested to them that when they come into the community, they look at the entire community and give the Board recommendations on what needs to be replaced. It will help us to determine which priorities we need to put things into. I know that all of us go out and look at our responsibilities and where we are at with those responsibilities. William has now given me a list of items and I responded to that list. So, I think in the future, we are going to expect your staff to tell us what we need to do.

Mr. Flint: Sounds good.

Mr. Mills: Mike?

Mr. Windom: Regarding the lights, are you going to paint the light poles as well?

Mr. Viasalyers: Yes, we are working on that.

Mr. Showe: We already approved the vendor coming in to paint the CDD poles. The majority of the streetlights in here belong to FPL. If anyone who was on the Board in the past, knows that FPL moves slower than any government you will ever find so we are waiting to hear back from them. They want to look at upgrading all lights to LEDs and refurbishing the poles at the same time. So, I'm just waiting for a phone call on those. Just so everyone is aware, we will only do the CDD poles. We already approved that, but of all the streetlights you have in the community, only 14 have CDD poles and the rest belong with FPL. We are also doing decorative street signs. Those are all ours and we already took care of it.

Mr. Mills: Do we paint their poles?

Mr. Showe: Yes.

Mr. Windom: FPL does the streetlights. The LEDs are not going to change the configuration.

Mr. Showe: They are not going to move the lights. They are just going to change them.

Mr. Flint: Usually when they replace the head, they leave the pole.

Ms. Witcher: They are going to refurbish the pole at the same time.

Mr. Windom: LEDs are more directional. Is the lighting going to be the same?

Mr. Showe: At this stage, I can't speak to that, but I would anticipate that it would be the same as it is.

Mr. Flint: You can do a Photometric Study. It should have the same coverage.

Mr. Mills: We also need to find out whether we want a warm or bright light because there's a difference.

Mr. Showe: Yes.

Residents: Warm.

Mr. Mills: So we want warm instead of cool lights.

Mr. Brown: Warm is more comfortable.

Ms. Witcher: What about the lights at the front entrance?

Mr. Showe: All of those lights are ours.

Ms. Witcher: We have been changing over to LEDs.

Mr. Showe: If the entire fixture needs to be replaced, we started moving over to LEDs.

Mr. Mills: We got a price on changing 14 of ours out to LEDs and are waiting to get that information.

Mr. Windom: Are they going to be warm?

Mr. Mills: They will be warm. I know they upgraded the wattage on a lot of the lights so we are going to want to make sure that there is enough wattage, comparable to what we currently have.

SIXTH ORDER OF BUSINESS

Treasurer's Report

A. Consideration of Check Register

Mr. Showe: In your General Fund, we have Checks 53392 through 53433 in the amount of \$86,017.01, Checks 78 and 79 for the Capital Projects Fund in the amount of \$5,839, Check 7

for the Pavilion – JPA Fund in the amount of \$9,993.70 and February payroll for \$738.80, for a grand total of \$102,588.51. William and I can answer questions on those invoices.

Mr. Darby: Jason, on Page 4, you have an invoice for \$2,800 for Extreme Plastering & Stuff for repair of the back sign. Is any of that reimbursable through insurance?

Mr. Viasalyers: From that angle, there was no camera footage so we couldn't tell who hit it.

Mr. Darby: Secondly, we made the final payment to Bella for the pavilion for \$993, but there was also a lien on that property. Has that lien been removed?

Mr. Showe: I will double check. They did say that they were going to take care of that and I haven't heard anything else.

Mr. Darby: I just want to make sure it's done.

Mr. Showe: If there are no other questions, we need a motion to approve the check register.

On MOTION by Mr. Bosseler seconded by Ms. Witcher with all in favor the Check Register for January 30, 2019 through March 26, 2019 was approved.

B. Balance Sheet and Income Statement

Mr. Showe: No action is required by the Board. I will note that most account lines are falling in line pretty much with what we expect. You received 93% of your assessment collections through February so you are in great shape. You should receive 100% before the end of the year.

Mr. Darby: There is an excess of \$935 in the Pavilion Fund. Is that going back to the BCA?

Mr. Showe: We can look at the agreement and see if that was supposed to be returned.

Mr. Mills: We can put it into the Paving Fund. Is that alright, Wayne?

Mr. Wilkerson: No.

Mr. Pawelczyk: You should look at the agreement.

Mr. Windom: I think that was a gift so it's really the CDDs.

Mr. Pawelczyk: It depends on what the agreement says.

Mr. Showe: We will double check the agreement.

Mr. Pawelczyk: There were provisions in that agreement that we talked about where any money left over would belong to the CDD since the CDD paid for all of it. So, it would be given back to you.

Mr. Mills: That's right.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Mills: Richard, do you have anything?

Mr. Bosseler: No.

Mr. Mills: Jerry?

Mr. Darby: Yes, a couple of items. A couple of people asked about bocce balls at the front gate. We don't have any bocce balls there, but then I guess the bigger question for the Board to consider is what should be done to the bocce ball court. It does need some TLC. We don't have to talk about it right now, but we are coming up to our budget process and we should think about what we want to do with that before we invest in a lot of bocce balls.

Mr. Showe: We can get quotes in advance of the budget and work those in or if there's a number and you say, "Hey, add this amount in for something," we could do that.

Mr. Mills: Could you add that item to the May agenda as a topic for discussion?

Mr. Showe: Sure.

Ms. Witcher: Didn't we have two sets?

Mr. Showe: Originally, we purchased some new sets. We have them behind the guardhouse. We are waiting for the guards to make sure they understand how to give those out because we don't want to lose them again.

Mr. Darby: You do have them?

Mr. Showe: We have two sets.

Mr. Darby: Let's just give them to the guard so people can sign them out.

Mr. Showe: Okay. I want to make sure that they understand we need them to take their Driver's License, let them go and get it returned.

Mr. Darby: Maybe just draft a note to them. At a prior meeting, we asked for CDD meetings to be held at Noon and suggested possibly the second budget meeting at Noon.

Mr. Showe: Correct.

Mr. Darby: I don't know if the schedule was changed.

Mr. Showe: We haven't changed it yet. We still have to advertise that meeting, but that was the direction of the Board at the last meeting. We were going to coordinate it that way.

Mr. Darby: That's it.

Ms. Witcher: Is that for every meeting or just that one?

Mr. Showe: Just the budget meeting.

Mr. Mills: But we are still going to have a night meeting in December to do a wrap up, right?

Mr. Showe: Sure.

Mr. Mills: Carolyn?

Ms. Witcher: The Florida Fish & Wildlife Conservation Commission is asking for our help. If you see any dead snapping turtles from our lakes, do not touch it. Call them because they are having a problem with some of the turtles and they want to know what's the matter with them. They just have to come and get it. Please call them.

Mr. Wilkerson: Should we send out a notification?

Ms. Witcher: I will give you a paper that I found. There is an 800 number to call.

Mr. Mills: Do you have anything else?

Ms. Witcher: We have a lot of turtles.

Mr. Mills: Rick, do you have anything?

Mr. Brown: No.

Mr. Mills: Here's my report. I guess all of you are wondering what's going to happen in the center island.

Mr. Bosseler: No.

Mr. Mills: The center island will basically be made up of a majority of sod. We purchased a water fountain that will go in the front in the center of the island. I have a picture of it. We will not have to do any special electrical wiring at all because the wiring is already there. We will be using water from the irrigation. We are going to check with the fountain vendor to make sure it's safe.

Ms. Witcher: Does it have a filter on it?

Mr. Mills: No, but we are going to try to get a float that will cut off the water. Then at the base, we have gone out 8 feet and we are going to put river rock around it. Then we are going to put Arboricolas around it. So, it will be a water feature, basically. At the upper end of that island,

we are planting ground color just like at the front of that island. You can't get grass to grow under the trees so I suggested to Dave that we look at putting in some Bromelias, which love shade. That should look really cool. We showed Dave both sides of the highway going in and out of Baytree Drive. We are going to clean that mess up. As you get to this side of Baytree Drive, exiting the gate, there is a beautiful lake on the right-hand side. The Shillings have grown so tall, you can't even see the lake so we got proposals to tear all of those Shillings out. Then we can plant some kind of flowering trees, but the majority of that entire area is going to get completely cleaned up and it is going to look really nice when we are done.

Resident (Not Identified): At the front gate on the right?

Mr. Mills: On the right.

Ms. Witcher: When you are leaving or coming in?

Mr. Showe: Both the right and the left along the road.

Mr. Mills: Right and left.

Mr. Showe: We are going to try to clean all of that up.

Mr. Mills: It's been a money issue and I've been pinching money and have enough now to finally make that all happen. The other item I wanted to discuss was the pothole at the front entrance. Has anyone contacted the county?

Ms. Witcher: At the last meeting, I asked for them to check.

Mr. Mills: Has anybody done that?

Mr. Bosseler: I will follow up with them.

Resident (Not Identified): I contact them and they said they were going to come out and look at it.

Ms. Witcher: They just keep patching it and two weeks later it has a hole in it again.

Resident (Not Identified): They are not fixing it. They are patching it.

Mr. Mills: That's all I have. Are there any other questions?

Mr. Wilkerson: I'm sorry. I didn't understand where the lake was.

Mr. Mills: It's where you are going out of Baytree Drive to the front gate.

Mr. Showe: Along the Space Coast Credit Union, right along the sidewalk?

Ms. Witcher: No, on the other side.

Mr. Darby: Is it on the 5th hole?

Mr. Showe: Right.

Mr. Wilkerson: So it's the lake that is on the 6th hole.

Mr. Mills: Yes, there is a lake there.

Ms. Witcher: You should to be able to see it. Now the Shillings are so high you can't even see the lake. We looked at that view and are going to tear all of that out and level it out.

Mr. Mills: We got a price to tear out all of the shrubbery on the current monuments that are in Baytree, except for the tall Italian Cypresses.

Mr. Darby: Are you talking about the neighborhood monuments?

Mr. Showe: Yes.

Ms. Witcher: What's the matter with them?

Mr. Mills: They are old, number one, number two they are diseased and number three they are not growing right. They are ugly to begin with. So, we are now going to plant annuals. The reason I asked for that is we pay a fee to have them fertilize the plants, spray for bugs and trimming. That will go away. The money should be enough to buy annuals for the front of the monuments to make it look nice.

Ms. Witcher: They are going to check the sprinklers.

Ms. Showe: They will rework them to form a drip line. Correct?

Mr. Mills: No. I talked to Dave about that and he said there are jets that have a down point.

Mr. Showe: Perfect.

Mr. Mills: He doesn't approve of a drip line because when they plant the flowers, they will dig into the drip line and that's not a good idea.

Mr. Showe: That makes sense.

Mr. Mills: Does anybody have any questions on the landscaping?

Resident (Not Identified): You were going to talk about the tiles on the back gate.

Mr. Mills: The monument in the back was hit and tiles were cracked. We can't find tiles to match anymore. So, I asked William to go with me to meet with a stone contractor. Where the green tiles are on the back monument, we are going to use stone just like we did in the front. Regarding the sign, Oak Park has a sign in gold. I asked William to get a price on what it would cost to have the Baytree sign in gold. It would look like a three-dimensional sign coming out from the stone. We are also getting a price to do the same thing for the front monument. That green is terrible. We can't polish it. We can't do anything with it anymore. Regarding the green

tile circles that go around, I have a sample of what we think we can put around the green tiles. Those tiles are 6x6. We can get this in a 12x6 and all you would just do is to cut it in half. We don't even have to remove the old tile. He will edge it and take cement to put it right on the monument. So basically, nothing will be destroyed and we will just grout it. I brought another sample, but I don't like it at all because it's too much like what we currently have. This is more modern and up to date. I think with the stone it will really stand out. Of course, I'm open to opinions. Sort of. Thanks for bringing that up. I should be able to get all of that done in this year's budget.

EIGHTH ORDER OF BUSINESS

Public Comment Period

Mr. Showe: Are there any public comments?

Mr. Eksten: I want to compliment the Board for the work you are doing and the professional way in which you are accomplishing it. Having a new Board is terrific and even more than that, the interchange between the BCA and the CDD is so much better than it has ever been. To all of you involved with that, I just wanted to express my appreciation.

Mr. Mills: Thank you, Bob. Being a long-term Board Member, I have told Wayne to his face that it is so refreshing to now conduct a meeting and have harmony. Not only on the Board, but with the BCA and the residents. When I look back at some of the faces that I used to see in this group and the arguments we would have, which George can relate to, this is unbelievable. I really appreciate, as the Chair of the Board, your involvement in the community. I really do. Any input you have is welcomed.

Rick Schoonmaker, Kingswood: At one point, we are going to get the shore re-built on the lake and we have a problem getting equipment in there and then nothing happens. I was wondering if there was any action plan for that.

Mr. Mills: I will leave that up to William.

Mr. Showe: We are still trying to find access at this point. Without that resident allowing us to get that equipment through their yard, there's no way to get the equipment in, but we are trying.

Mr. Schoonmaker: I think we can find somebody that has smaller equipment.

Ms. Schoonmaker: Do you not have easements?

Mr. Showe: No.

Ms. Samitas: There is an easement in the lake itself.

Mr. Mills: The problem is getting to it.

Ms. Samitas: The closest thing we had was skirting around that conservation easement. The only alternative we may have is to find someone with smaller equipment, but that is going to take some time.

Mr. Schoonmaker: Wheel it by my house.

Ms. Samitas: Our contractor had suggested someone I could look into.

Mr. Showe: Perfect. It's on the list. We are trying to get it done. It's a little difficult. There are only a handful of vendors that do this throughout the State and they are constantly cycling through the entire State doing work. So, we are just trying to find the right person.

Ms. Witcher: Weren't you also trying to get something so we could go through the conservation area to get it onto the property?

Ms. Samitas: Yes. I was going to meet with SJRWMD at one point to do a site walk because some homeowners complained about overgrowth east of those conservation areas. They won't give me a carte blanc, but they are willing to do a walk through with me.

Ms. Witcher: I'm talking about having the equipment come through around that area.

Mr. Showe: I think that's what she's saying. She is going to get them out and see if there's a way that we can clear enough.

Ms. Samitas: If it's for drainage, flooding issues or some other maintenance issue, I can try to make the case that maybe we can trim back some of it.

Mr. Showe: If we can trim it back enough to get the equipment in.

Ms. Witcher: Is it going to take longer than the next meeting to find out?

Mr. Showe: No. Is there anything further? If not, we need a motion to adjourn.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Bosseler seconded by Mr. Brown with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION A

*This item will be provided under
separate cover*

SECTION D

Job Invoice

[illegible]

A-2817-3817 / T-3866



LED Lighting Plan

BAYTREE COMMUNITY DEVELOPMENT DISTRICT

8371146575

Going Green

This plan reduces power consumption by:
and that eliminates:
or removing:

43,488 kWh / year
31 metric tons of CO₂ every year*
7 cars from the road*

eGRID - U.S. annual non-fossil fuel CO₂ output emissions index, year 2012 data
* US Environmental Protection Agency

TOTAL	136		\$ 1,180.58	\$ 1,128.76	\$ -	\$ -
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Installation Details		Existing	Option 1	Option 2	Option 3
1	select fixture:	SL1 - HPS0070	American Rev 39 Watt 3000K		
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*	\$ 134.64	\$ 186.66		
	Pole				
Quantity:	34				
FPL Conversion:	Yes	Maintenance \$ 64.26	\$ 59.84		
Full/Hybrid:	Full	Energy** \$ 63.52	\$ 29.12		
		Total \$ 262.42	\$ 275.62		

Installation Details		Existing	Option 1	Option 2	Option 3
2	select fixture:	SL1 - HPS0100	American Rev 39 Watt 3000K		
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*	\$ 282.10	\$ 384.30		
	Pole				
Quantity:	70				
FPL Conversion:	Yes	Maintenance \$ 133.00	\$ 123.20		
Full/Hybrid:	Full	Energy** \$ 184.77	\$ 59.95		
		Total \$ 599.87	\$ 567.45		

Installation Details		Existing	Option 1	Option 2	Option 3
3	select fixture:	SL1 - HPS0150	American Rev 73 Watt 3000K		
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*	\$ 132.80	\$ 175.68		
	Pole				
Quantity:	32				
FPL Conversion:	Yes	Maintenance \$ 61.76	\$ 56.32		
Full/Hybrid:	Full	Energy** \$ 123.73	\$ 53.69		
		Total \$ 318.29	\$ 285.69		

Installation Details		Existing	Option 1	Option 2	Option 3
4	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				

** Includes Non-fuel Energy Charge, Fuel, Conservation, Capacity, Environmental, and Storm charges
*** This maintenance amount is an estimate based on typical lamp failure rates and replacement costs averaged per month over the life of the fixture
**** FPL charges a one-time fixture removal fee of \$50 per fixture. The customer has the option of removing the existing fixture themselves, but must notify FPL beforehand for proper billing
Sales tax and franchise fees not included (Hybrid only)

* Includes fixture fee and \$.99 monthly conversion fee

		Fixture*				
Quantity:		Pole				
FPL Conversion:		Maintenance				
Full/Hybrid:		Energy**				
		Total				

Installation Details		Existing	Option 1	Option 2	Option 3
5	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
Quantity:		Pole			
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
		Total			

Installation Details		Existing	Option 1	Option 2	Option 3
6	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
Quantity:		Pole			
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
		Total			

Installation Details		Existing	Option 1	Option 2	Option 3
7	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
Quantity:		Pole			
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
		Total			

Installation Details		Existing	Option 1	Option 2	Option 3
8	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
Quantity:		Pole			
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
		Total			

* Includes fixture fee and \$.99 monthly conversion fee

** Includes Non-fuel Energy Charge, Fuel, Conservation, Capacity, Environmental, and Storm charges
 *** This maintenance amount is an estimate based on typical lamp failure rates and replacement costs averaged per month over the life of the fixture
 **** FPL charges a one-time fixture removal fee of \$50 per fixture. The customer has the option of removing the existing fixture themselves, but must notify FPL beforehand for proper billing
 Sales tax and franchise fees not included (Hybrid only)

Installation Details		Existing	Option 1	Option 2	Option 3
9	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
	Pole				
Quantity:					
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
	Total				

Installation Details		Existing	Option 1	Option 2	Option 3
10	select fixture:				
	fixture / pole:	1	1	1	1
	select pole:				
	Fixture*				
	Pole				
Quantity:					
FPL Conversion:		Maintenance			
Full/Hybrid:		Energy**			
	Total				

SUB TOTAL	136		\$ 1,180.58	\$ 1,128.76	\$ -	\$ -
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Installation Details		Existing	Proposed
Wire	select wire:	SL-1 UCNP	SL-1 UCNP
	Footage		
	select wire:	SL-1 UCUP	SL-1 UCUP
	Footage		
	select wire:		LT-1 UC
	Footage		
	Total	\$ -	\$ -

TOTAL	136		\$ 1,180.58	\$ 1,128.76	\$ -	\$ -
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* Includes fixture fee and \$.99 monthly conversion fee

** Includes Non-fuel Energy Charge, Fuel, Conservation, Capacity, Environmental, and Storm charges
 *** This maintenance amount is an estimate based on typical lamp failure rates and replacement costs averaged per month over the life of the fixture
 **** FPL charges a one-time fixture removal fee of \$50 per fixture. The customer has the option of removing the existing fixture themselves, but must notify FPL beforehand for proper billing
 Sales tax and franchise fees not included (Hybrid only)

SECTION E

From: Stacie Vanderbilt svanderbilt@gmscfl.com
Subject: Fwd: Water Aerobics at Baytree for Saturdays
Date: April 23, 2019 at 2:55 PM
To:



From: Jason Showe ishowe@gmscfl.com
Subject: Re: Water Aerobics at Baytree for Saturdays
Date: April 23, 2019 at 9:54:18 AM EDT
To: Darcy Covington darcycovington1@gmail.com
Cc: William Viasalyers wviasalyers@gmscfl.com, George Flint gflint@gmscfl.com, Jillian Burns jburns@gmscfl.com, Darrin Mossing dmossing@gmstnn.com, Stacie Vanderbilt svanderbilt@gmscfl.com, Richard Bosseler rbosseler@gmail.com

Darcy,

In accordance with the agreement, we will temporarily approve this class, and have the Board ratify it at their May 1st Board Meeting. Let me know if you have any questions.

Jason Showe
District Manager
Governmental Management Services, Central Florida
135 W. Central Blvd.
Suite 320
Orlando, FL 32801
407-841-5524 X 105 - Office
407-839-1526 - Fax
407-470-8825 - Cell
ishowe@gmscfl.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

History.—s. 1, ch. 2006-232.

On Apr 20, 2019, at 2:38 PM, Darcy Covington darcycovington1@gmail.com wrote:

Hi Jason!

I'd like to propose a 9:30-10:15am water aerobics class on Saturdays at the Baytree pool. The ladies have asked if I would add a class for them on Saturdays. Please let me know if that works for you and the board. Call me if you have any questions. Thank you!

Kind regards,
Darcy

Darcy Snyder-Covington

A real estate card for Darcy Covington. On the left is a black and white portrait of a smiling woman with long hair. To the right of the photo, the text reads: **DARCY COVINGTON**, **REALTOR**, 321-591-7546, Darcy@DarcyLynTeam.com, www.DarcyLynTeam.com, **KELLER WILLIAMS REALTY**, A59 Alafaya Woods Blvd., Oviedo, FL 32765. At the bottom, in small text, it says 'EACH OFFICE IS INDEPENDENTLY OWNED AND OPERATED'.

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SECTION V

SECTION A

Baytree CDD Action Items
5/1/2019

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start	Estimated Completion	Comments/Estimated Completion
1	Fountain Relacement/Service	Viasalyers	Complete	2/6/19	March 2019	April 2019	Service Plan Initiated
2	Tennis Court Refurbishment	Viasalyers	Scheduled	2/4/18	May 2019	June 2019	Lights Scheduled for Final Repair 4/23, Fence Will be Reinstalled and Resurfacing will Occur
3	Camera System for Recreation Center	Viasalyers	Complete	2/6/19	COMPLETE	COMPLETE	Complete
4	Sidewalk/Tree Repair	Viasalyers	Ongoing	3/26/19	April 2019	June 2019	Sidewalks Complete/Working with Engineer on Trees
5	Guardhouse/Pool Electrical Boxes	Viasalyers	Ongoing	3/26/19	May 2019	June 2019	Awaiting Proposals from Vendor
6	Sign/Lamp Posts	Viasalyers	Ongoing	3/26/19	April 2019	May 2019	Approved - Awaiting Scheduling from Vendor
7	Fence Along Rec Center Gate System on Recreation	Viasalyers	Ongoing	3/26/19	May 2019	June 2019	Getting Proposals
8	Facilities	Viasalyers	Ongoing	4/3/19	May 2019	June 2019	Seeking Proposals
9	FPL Upgrade to LEDS	Viasalyers	Ongoing	4/3/19	October 2019	March 2020	Awaiting Proposal/Info from FPL
10	LED Sign Upgrades	Viasalyers	Ongoing	4/3/19	N/A	N/A	Awaiting Proposal

SECTION B

SECTION 3

*This item will be provided under
separate cover*

SECTION VI

SECTION A

Baytree

Community Development District

Summary of Check Register

March 27, 2019 to April 23, 2019

Fund	Date	Check No.'s	Amount
General Fund	3/28/19	53434-53439	\$ 20,513.15
	4/2/19	53440	\$ 431.55
	4/5/19	53441-53446	\$ 11,845.18
	4/9/19	53447-53449	\$ 3,396.20
	4/15/19	53450-53451	\$ 6,774.34
	4/16/19	53452-53455	\$ 10,824.00
			<hr/> \$ 53,784.42
Community Beautification Fund	4/5/19	28	\$ 4,400.00
			<hr/> \$ 4,400.00
Payroll	<u>March 2019</u>		
	Carolyn E. Witcher	50422	\$ 184.70
	Gilbert M. Mills Jr.	50423	\$ 184.70
	Jerome S. Darby	50424	\$ 184.70
	Richard C Bosseler	50425	\$ 184.70
	Richard L. Brown	50426	\$ 184.70
			<hr/> \$ 923.50
			<hr/> \$ 59,107.92 <hr/>

*** CHECK DATES 03/27/2019 - 04/23/2019 ***

BAYTREE GENERAL FUND

BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/28/19	00047	3/15/19	S107774 201903 320-53800-41100 ACR SERVICE CALL		*	375.00	
							375.00 053434
3/28/19	00019	3/03/19	19349030 201903 320-53800-46200 MTHLY POOL SRVC MAR19		*	625.00	
							625.00 053435
3/28/19	00132	3/18/19	34572 201903 320-53800-34600 SECURITY 3/18/19		*	105.00	
		3/18/19	34572 201903 320-53800-34600 ADMINISTRATIVE FEE		*	18.00	
							123.00 053436
3/28/19	00200	3/13/19	1820971 201903 320-53800-34500 SECURITY 3/7-3/13/19		*	2,687.03	
		3/20/19	1820983 201903 320-53800-34500 SECURITY 3/14-3/20/19		*	2,703.12	
							5,390.15 053437
3/28/19	00210	3/12/19	17709A 201903 320-53800-46900 QTRLY FOUNTAIN SRVC MAR19		*	175.00	
							175.00 053438
3/28/19	00016	3/02/19	40239 201903 320-53800-47300 MTHLY LAWN MAR19		*	7,500.00	
		3/06/19	40263 201903 320-53800-47200 CLEAN UP TREES/PEPPERS		*	5,500.00	
		3/06/19	40267 201903 320-53800-47400 IRRIGATION REPAIRS		*	825.00	
							13,825.00 053439
4/02/19	00212	3/29/19	33199 201903 320-53800-49000 PAINTING STREET SIGNS-15%		*	431.55	
							431.55 053440
4/05/19	00004	1/31/19	154494 201901 310-51300-31500 LAKW/AGNEDA/CORRESP.		*	1,147.50	
		2/28/19	154963 201902 310-51300-31500 PUBLIC RECORDS/SUPER MTG		*	3,420.00	
							4,567.50 053441
4/05/19	00193	4/01/19	15800078 201904 320-53800-46200 JANITORIAL SERVICES APR19		*	431.00	
							431.00 053442

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*** CHECK DATES 03/27/2019 - 04/23/2019 ***

BAYTREE GENERAL FUND

BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
4/05/19	00200	11/07/18	1820586 201811 320-53800-34500		*	2,691.66	
			SECURITY 11/1-11/7/18				
		3/27/19	1820998 201903 320-53800-34500		*	2,703.12	
			SECURITY 3/21-3/27/19				
				DOTHAN SECURITY INC			5,394.78 053443
4/05/19	00123	3/28/19	W16554 201903 320-53800-47500		*	832.82	
			REPAIR WIRING				
		3/28/19	W16555 201903 320-53800-47500		*	193.90	
			REPLACE CONTACTOR				
				EAU GALLIE ELECTRIC INC.			1,026.72 053444
4/05/19	00008	3/26/19	6-501-99 201903 310-51300-42000		*	26.23	
			DELIVERY 3/19/19				
				FEDEX			26.23 053445
4/05/19	00052	3/12/19	636292 201903 320-53800-47500		*	371.00	
			FLOOD 15W/KNUCKLE				
		3/12/19	636493 201903 320-53800-47500		*	27.95	
			85W SPIRAL				
				FLORIDA BULB & BALLAST INC.			398.95 053446
4/09/19	00132	3/26/19	34616 201903 320-53800-34600		*	105.00	
			SECURITY 3/26/19				
		3/26/19	34616 201903 320-53800-34600		*	105.00	
			SECURITY 3/28/19				
		3/26/19	34616 201903 320-53800-34600		*	105.00	
			SECURITY 4/2/19				
		3/26/19	34616 201903 320-53800-34600		*	105.00	
			SECURITY 4/4/19				
		3/26/19	34616 201903 320-53800-34600		*	72.00	
			ADMINISTRATIVE FEE				
				BREVARD COUNTY SHERIFF'S OFFICE			492.00 053447
4/09/19	00039	3/06/19	348289 201903 320-53800-47000		*	2,413.00	
			AQUATIC WEED CTRL MAR19				
		3/06/19	348289 201903 320-53800-47000		*	350.00	
			NATURAL AREAS MGMT MAR19				
				ECOR INDUSTRIES			2,763.00 053448
4/09/19	00008	4/02/19	6-509-10 201903 310-51300-42000		*	141.20	
			DELIVERY 3/27/19				
				FEDEX			141.20 053449
4/15/19	00021	4/01/19	328 201904 310-51300-34000		*	3,411.50	
			MANAGEMENT FEES-APR19				

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AP300R

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/24/19
 *** CHECK DATES 03/27/2019 - 04/23/2019 *** BAYTREE GENERAL FUND
 BANK A BAYTREE CDD-GENERAL

PAGE 3

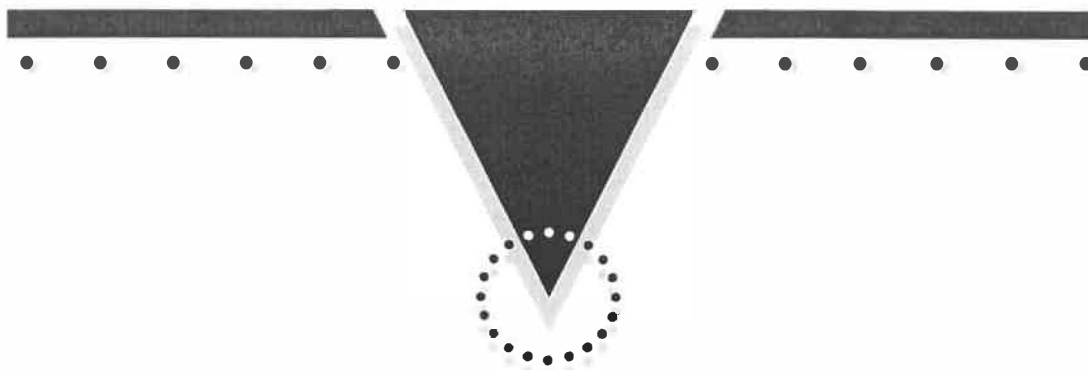
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		4/01/19 328	201904 310-51300-35100		*	133.33	
		INFO TECH-APR19					
		4/01/19 328	201904 310-51300-51000		*	23.28	
		OFFICE SUPPLIES					
		4/01/19 328	201904 310-51300-42000		*	20.76	
		POSTAGE					
		4/01/19 328	201904 310-51300-42500		*	84.75	
		COPIES					
				GOVERNMENTAL MANAGEMENT SERVICES			3,673.62 053450
4/15/19 00021		4/01/19 329	201904 320-53800-34000		*	2,320.75	
		FIELD MANAGEMENT-APR19					
		4/01/19 329	201904 320-53800-49000		*	779.97	
		HOME DEPOT/EMERALD LDSCPE					
				GOVERNMENTAL MANAGEMENT SERVICES			3,100.72 053451
4/16/19 00019		4/04/19 19349040	201904 320-53800-46200		*	625.00	
		MTHLY POOL SRVC APR19					
				BEACH POOL SERVICE			625.00 053452
4/16/19 00059		4/05/19 13069	201904 320-53800-62000		*	2,610.00	
		RMV/RPLV SIDEWALKS					
				DON BO, INC.			2,610.00 053453
4/16/19 00016		4/02/19 40346	201904 320-53800-47300		*	7,500.00	
		MTHLY LAWN APR19					
				TROPIC-CARE OF FLORIDA, INC.			7,500.00 053454
4/16/19 00084		4/16/19 53225	201905 320-53800-49000		*	89.00	
		RENT STORAGE MAY19					
				VIERA STORAGE COMPANY			89.00 053455
				TOTAL FOR BANK A		53,784.42	
				TOTAL FOR REGISTER		53,784.42	

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[illegible]

BAYT --BAYTREE-- KCOSTA

SECTION B



Baytree

Community Development District

Unaudited Financial Reporting
March 31, 2019



Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Capital Reserves Fund</u>
5	<u>Pavement Management Fund</u>
6	<u>Community Beautification Fund</u>
7	<u>Pavillion Project Fund</u>
8-9	<u>Month to Month</u>
10	<u>Assessment Receipt Schedule</u>

Baytree
Community Development District
Combined Balance Sheet
March 31, 2019

	General Fund	Capital Projects Fund	Pavillion Project	Totals (Memorandum Only) 2018
<u>Assets:</u>				
<u>Cash:</u>				
Wells Fargo	\$602,860	---	---	\$602,860
SunTrust - Capital Reserves	---	\$23,526	---	\$23,526
SunTrust - Pavement Management	---	\$184,397	---	\$184,397
Regions - Community Beautification	---	\$19,135	---	\$19,135
Suntrust - Pavillion Project	---	---	\$920	\$920
<u>Investments:</u>				
Custody	\$1,027	---	---	\$1,027
Total Assets	\$603,887	\$227,058	\$920	\$831,864
<u>Liabilities:</u>				
Accounts Payable	\$15,242	\$7,400	---	\$22,642
<u>Fund Balances:</u>				
Assigned	---	\$23,526	---	\$23,526
Assigned	---	\$184,397	---	\$184,397
Assigned	---	\$11,735	\$920	\$12,654
Unassigned	\$588,645	---	---	\$588,645
Total Liabilities and Fund Equity & Other Credits	\$603,887	\$227,058	\$920	\$831,864

Baytree
Community Development District
General Fund
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
<u>Revenues:</u>				
Maintenance Assessments	\$853,142	\$796,905	\$796,905	\$0
Interest Income - Investments	\$0	\$0	\$2	\$2
Miscellaneous Income (IOB Cost Share Agreement)	\$34,297	\$0	\$8,480	\$8,480
Miscellaneous Income	\$4,000	\$2,000	\$5,467	\$3,467
Transfer In	\$0	\$0	\$0	\$0
Total Revenues	\$891,439	\$798,905	\$810,853	\$11,948
<u>Expenditures:</u>				
<u>Administrative</u>				
Supervisor Fees	\$8,000	\$4,000	\$2,200	\$1,800
FICA Expense	\$612	\$306	\$168	\$138
Engineering	\$25,000	\$12,500	\$11,529	\$972
Assessment Administration	\$6,420	\$7,500	\$7,500	\$0
Attorney Fees	\$17,750	\$8,875	\$9,698	(\$823)
Annual Audit	\$3,400	\$0	\$0	\$0
Management Fees	\$40,938	\$20,469	\$20,469	\$0
Information Technology	\$1,600	\$800	\$800	\$0
Telephone	\$150	\$75	\$0	\$75
Postage	\$1,500	\$750	\$609	\$141
Insurance	\$13,805	\$13,805	\$13,010	\$795
Tax Collector Fee	\$13,980	\$0	\$0	\$0
Printing & Binding	\$1,700	\$850	\$468	\$382
Legal Advertising	\$1,200	\$600	\$164	\$436
Other Current Charges	\$1,700	\$850	\$2,032	(\$1,182)
Office Supplies	\$200	\$100	\$83	\$17
Property Taxes	\$250	\$250	\$242	\$8
Property Appraiser	\$234	\$234	\$234	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Total Administrative	\$138,614	\$72,139	\$69,379	\$2,760

Baytree
Community Development District
General Fund
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
<u>Operation and Maintenance</u>				
Security Contract	\$143,687	\$71,844	\$69,462	\$2,382
Security - Speed Control	\$10,000	\$5,000	\$2,829	\$2,171
Gate Maintenance Contract	\$1,200	\$1,200	\$1,100	\$100
Maintenance - Gate House	\$12,000	\$6,000	\$6,862	(\$862)
Telephone - Gate House/Pool	\$6,420	\$3,210	\$4,446	(\$1,236)
Transponders	\$4,500	\$2,250	\$0	\$2,250
Field Management Fees	\$27,849	\$13,925	\$13,925	\$0
Electric	\$55,000	\$27,500	\$23,279	\$4,221
Water & Sewer	\$10,460	\$5,230	\$3,896	\$1,334
Gas	\$7,800	\$3,900	\$4,853	(\$953)
Maintenance - Lakes	\$36,600	\$18,300	\$17,857	\$443
Maintenance - Landscape Contract	\$90,000	\$45,000	\$45,000	\$0
Maintenance - Additional Landscape	\$19,000	\$9,500	\$9,014	\$486
Maintenance - Pool	\$17,000	\$8,500	\$9,060	(\$560)
Maintenance - Irrigation	\$6,000	\$3,000	\$5,335	(\$2,335)
Maintenance - Lighting	\$9,000	\$4,500	\$8,866	(\$4,366)
Maintenance - Monuments	\$6,000	\$3,000	\$3,005	(\$5)
Maintenance - Fountain	\$0	\$0	\$175	(\$175)
Maintenance - Other Field (R&M General)	\$4,000	\$2,000	\$2,700	(\$700)
Maintenance - Playground	\$2,000	\$1,000	\$0	\$1,000
Maintenance - Tennis Court Area	\$1,000	\$500	\$702	(\$202)
Holiday Landscape Lighting	\$4,000	\$4,000	\$6,853	(\$2,853)
Operating Supplies	\$750	\$375	\$0	\$375
Sidewalk/Curb Cleaning	\$11,000	\$5,500	\$9,700	(\$4,200)
Miscellaneous	\$1,000	\$500	\$185	\$315
Total Operation and Maintenance	\$486,266	\$245,733	\$249,104	(\$3,371)
<u>Reserves</u>				
Transfer Out - Capital Projects - Paving Baytree	\$66,466	\$0	\$0	\$0
Transfer Out - Capital Projects - Paving IOB Funds	\$21,716	\$0	\$0	\$0
Transfer Out - Reserves	\$120,454	\$0	\$0	\$0
Transfer Out - Community Beautification Fund	\$45,265	\$0	\$0	\$0
Transfer Out - Rebalance First Quarter Operating	\$12,658	\$0	\$0	\$0
Total Reserves	\$266,559	\$0	\$0	\$0
Total Expenditures	\$891,439		\$318,483	
Excess Revenues (Expenditures)	\$0		\$492,370	
Fund Balance - Beginning	\$0		\$96,275	
Fund Balance - Ending	\$0		\$588,645	

Baytree
Community Development District
Capital Reserves Fund
Summary of Revenues & Expenditures
For The Period Ending March 31, 2019

	Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
<u>Revenues:</u>				
Transfer In	\$120,454	\$0	\$0	\$0
Interest Income	\$100	\$50	\$8	(\$42)
Total Revenues	\$120,554	\$50	\$8	(\$42)
<u>Expenditures:</u>				
Lake Bank Restoration	\$30,000	\$15,000	\$3,420	\$11,580
Sidewalk/Gutter Repair	\$13,000	\$6,500	\$2,382	\$4,118
Drainage Maintenance	\$10,000	\$5,000	\$0	\$5,000
Curb - Tree Trimming/Replacements	\$6,500	\$3,250	\$0	\$3,250
Tennis Court Resurfacing	\$16,200	\$8,100	\$0	\$8,100
Pool Furniture	\$7,500	\$3,750	\$0	\$3,750
Rear Camera Gates	\$4,000	\$2,000	\$5,329	(\$3,329)
Pavilion Parking	\$20,000	\$10,000	\$0	\$10,000
Bank Fees	\$0	\$0	\$15	(\$15)
Total Expenditures	\$107,200	\$53,600	\$11,146	\$42,454
Excess Revenues (Expenditures)	\$13,354		(\$11,138)	
Fund Balance - Beginning	\$7,277		\$34,664	
Fund Balance - Ending	\$20,631		\$23,526	

Baytree
Community Development District
Pavement Management Fund
Summary of Revenues & Expenditures
For The Period Ending March 31, 2019

	Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
<u>Revenues:</u>				
Transfer In - Baytree	\$66,466	\$0	\$0	\$0
Transfer In - IOB	\$21,716	\$0	\$0	\$0
Interest Income	\$75	\$38	\$46	\$8
Total Revenues	\$88,257	\$38	\$46	\$8
<u>Expenditures:</u>				
Roadway Paving	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Excess Revenues (Expenditures)	\$88,257		\$46	
Fund Balance - Beginning	\$122,350		\$184,351	
Fund Balance - Ending	\$210,607		\$184,397	

Baytree
Community Development District
Community Beautification
Summary of Revenues & Expenditures
For The Period Ending March 31, 2019

	Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
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Revenues:

Transfer In	\$45,265	\$0	\$0	\$0
Total Revenues	\$45,265	\$0	\$0	\$0

Expenditures:

Bank Fees	\$150	\$150	\$150	\$0
Beautification Projects	\$0	\$0	\$50,468	(\$50,468)
Monument Improvements	\$0	\$0	\$9,526	(\$9,526)
Transfer Out	\$0	\$0	\$0	\$0
Total Expenditures	\$150	\$150	\$60,144	(\$59,994)
Excess Revenues (Expenditures)	\$45,115		(\$60,144)	
Fund Balance - Beginning	\$66,878		\$71,878	
Fund Balance - Ending	\$111,993		\$11,735	

Baytree
Community Development District
Pavillion Project
Summary of Revenues & Expenditures
For The Period Ending March 31, 2019

Adopted Budget	Prorated Budget Thru 03/31/19	Actual Thru 03/31/19	Variance
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Revenues:

Baytree BCA Funding	\$0	\$0	\$0	\$0
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Total Revenues	\$0	\$0	\$0	\$0
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Expenditures:

Pavillion	\$0	\$0	\$59,962	(\$59,962)
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Contingency	\$0	\$0	\$30	(\$30)
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Total Expenditures	\$0	\$0	\$59,992	(\$59,992)
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Excess Revenues (Expenditures)	\$0	(\$59,992)
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Fund Balance - Beginning	\$0	\$60,912
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Fund Balance - Ending	\$0	\$920
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**Baytree
Community Development District**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Maintenance Assessments	\$0	\$222,214	\$526,519	\$27,359	\$17,082	\$3,732	\$0	\$0	\$0	\$0	\$0	\$0	\$796,905
Interest Income - Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2
Miscellaneous Income (IOB Cost Share Agreement)	\$0	\$0	\$0	\$0	\$0	\$8,480	\$0	\$0	\$0	\$0	\$0	\$0	\$8,480
Miscellaneous Income	\$3,500	\$229	\$270	\$234	\$0	\$1,234	\$0	\$0	\$0	\$0	\$0	\$0	\$5,467
Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$3,500	\$222,443	\$526,789	\$27,593	\$17,082	\$13,446	\$0	\$0	\$0	\$0	\$0	\$0	\$810,853
Expenditures:													
Administrative													
Supervisor Fees	\$600	\$0	\$800	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200
FICA Expense	\$46	\$0	\$61	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168
Engineering	\$2,395	\$1,350	\$7,784	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,529
Attorney Fees	\$1,620	\$1,305	\$2,205	\$1,148	\$3,420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,698
Assessment Administration	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$0	\$0	\$0	\$0	\$0	\$0	\$20,469
Information Technology	\$133	\$133	\$133	\$133	\$133	\$133	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$68	\$159	\$30	\$150	\$18	\$183	\$0	\$0	\$0	\$0	\$0	\$0	\$609
Insurance	\$12,547	\$0	\$0	\$0	\$463	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,010
Tax Collector Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Binding	\$143	\$20	\$77	\$67	\$134	\$26	\$0	\$0	\$0	\$0	\$0	\$0	\$468
Legal Advertising	\$0	\$164	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$164
Other Current Charges	\$64	\$58	\$105	\$62	\$49	\$1,694	\$0	\$0	\$0	\$0	\$0	\$0	\$2,032
Office Supplies	\$32	\$2	\$1	\$23	\$24	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$83
Property Taxes	\$0	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$242
Property Appraiser	\$0	\$0	\$234	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$234
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$28,736	\$6,843	\$14,843	\$4,995	\$8,513	\$5,450	\$0	\$0	\$0	\$0	\$0	\$0	\$69,379

**Baytree
Community Development District**

<u>Field</u>	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Security Contract	\$12,008	\$11,806	\$13,159	\$10,846	\$10,846	\$10,796	\$0	\$0	\$0	\$0	\$0	\$0	\$69,462
Security - Speed Control	\$0	\$738	\$369	\$246	\$861	\$615	\$0	\$0	\$0	\$0	\$0	\$0	\$2,829
Gate Maintenance Contract	\$0	\$0	\$0	\$0	\$0	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100
Maintenance - Gate House	\$5,271	\$606	\$9	\$324	\$271	\$381	\$0	\$0	\$0	\$0	\$0	\$0	\$6,862
Telephone - Gate House/Pool	\$732	\$749	\$717	\$733	\$757	\$759	\$0	\$0	\$0	\$0	\$0	\$0	\$4,446
Transponders	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Management Fees	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$0	\$0	\$0	\$0	\$0	\$0	\$13,925
Electric	\$3,732	\$3,709	\$3,909	\$3,933	\$4,034	\$3,961	\$0	\$0	\$0	\$0	\$0	\$0	\$23,279
Water & Sewer	\$657	\$597	\$798	\$577	\$513	\$754	\$0	\$0	\$0	\$0	\$0	\$0	\$3,896
Gas	\$35	\$76	\$894	\$1,389	\$1,625	\$835	\$0	\$0	\$0	\$0	\$0	\$0	\$4,853
Maintenance - Lakes	\$2,473	\$2,763	\$2,473	\$4,972	\$2,413	\$2,763	\$0	\$0	\$0	\$0	\$0	\$0	\$17,857
Maintenance - Landscape Contract	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$45,000
Maintenance - Additional Landscape	\$50	\$0	\$0	\$3,000	\$0	\$5,964	\$0	\$0	\$0	\$0	\$0	\$0	\$9,014
Maintenance - Pool	\$1,326	\$2,812	\$1,078	\$1,733	\$1,056	\$1,056	\$0	\$0	\$0	\$0	\$0	\$0	\$9,060
Maintenance - Irrigation	\$2,843	\$0	\$1,492	\$175	\$0	\$825	\$0	\$0	\$0	\$0	\$0	\$0	\$5,335
Maintenance - Lighting	\$2,219	\$0	\$3,970	\$1,252	\$0	\$1,426	\$0	\$0	\$0	\$0	\$0	\$0	\$8,866
Maintenance - Monuments	\$0	\$0	\$0	\$0	\$3,005	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,005
Maintenance - Fountain	\$0	\$0	\$0	\$0	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Maintenance - Other Field (R&M General)	\$410	\$89	\$100	\$1,365	\$192	\$544	\$0	\$0	\$0	\$0	\$0	\$0	\$2,700
Maintenance - Playground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance - Tennis Court Area	\$0	\$0	\$0	\$625	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$702
Holiday Landscape Lighting	\$5,292	\$0	\$85	\$1,476	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,853
Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sidewalk/Curb Cleaning	\$9,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,700
Miscellaneous	\$185	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185
Total Field	\$56,752	\$33,765	\$38,875	\$42,466	\$35,471	\$41,774	\$0	\$0	\$0	\$0	\$0	\$0	\$249,104
<u>Reserves:</u>													
Transfer Out - Capital Projects - Paving Baytree	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out - Capital Projects - Paving IOB Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out - Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out - Community Beautification Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$85,488	\$40,609	\$53,718	\$47,460	\$43,984	\$47,224	\$0	\$0	\$0	\$0	\$0	\$0	\$318,483
Excess Revenues (Expenditures)	(\$81,988)	\$181,835	\$473,072	(\$19,868)	(\$26,902)	(\$33,778)	\$0	\$0	\$0	\$0	\$0	\$0	\$492,370

AUDIT COMMITTEE MEETING

SECTION III

SECTION A

**BAYTREE COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Annual Audit Services for Fiscal Year 2019
Brevard County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than **Monday, July 29, 2019 at 2:00 P.M.**, at the offices of District Manager, located at 135 W. Central Blvd., Suite 320, Orlando, FL 32801. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit seven (7) copies, and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title **“Auditing Services- Baytree Community Development District”** on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum of cost of the provision of the services under the proposal for Fiscal Year 2019, 2020, 2021, 2022 & 2023. The District intends to enter into five (5) separate one-year agreements.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.*

(20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.*

(20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.*

(20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.*

(20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price.*

(20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

SECTION B

**BAYTREE
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Baytree Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2019, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Brevard County and has a general administrative operating fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies, and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 135 W. Central Blvd., Suite 320, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside "**Auditing Services - Baytree Community Development District.**" Proposals must be received by **Monday, July 29, 2019, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint
District Manager
Governmental Management Services - Central Florida, LLC