

*Baytree Community  
Development District*

*Agenda*

*August 5, 2020*

# AGENDA

# *Baytree*

## *Community Development District*

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219 E. Livingston Street, Orlando, FL 32801

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

July 29, 2020

Board of Supervisors  
Baytree Community  
Development District

Dear Board Members:

The Board of Supervisors of the Baytree Community Development District will meet **Wednesday, August 5, 2020 at 12:00 p.m. at the Baytree National Golf Links, 8207 National Drive, Melbourne, Florida.** Following is the advance agenda for the meeting:

1. Roll Call
2. Community Updates
  - A. Security
    - i. Security Officer Salary & Uniforms
  - B. BCA
3. Approval of Minutes of the June 3, 2020 Meeting
4. New Business
  - A. Consideration of Proposal for Suntime Bank Landscaping
  - B. Review and Acceptance of Fiscal Year 2019 Audit Report
  - C. Public Hearing
    - i. Consideration of Resolution 2020-03 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations
    - ii. Consideration of Resolution 2020-04 Imposing Special Assessments and Certifying an Assessment Roll
  - D. Approval of Fiscal Year 2021 Meeting Schedule
  - E. Consideration of Annual Contracts
    - i. Landscape Maintenance Agreement
    - ii. Aquatic Maintenance Agreement
    - iii. Security Services Agreement
  - F. Consideration of Resolution 2020-05 Ratifying Board Actions Taken During Meetings Held Via Media Communications Technology
  - G. Discussion Items
    - i. Playground/Swing Set/Dome Climber
5. CDD Action Items/Staff Reports
  - A. CDD Action Items
  - B. Additional Staff Reports
    - i. Attorney
      1. Discussion of Golf Course Letter of Understanding
      2. Legislative Update
    - ii. Engineer
      1. Discussion of Speed Humps/Speed Reduction

- iii. District Manager
  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

The second order of business 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 June 3, 2020 meeting. The minutes are enclosed for your review.

The fourth order of business is the discussion of new business items. Section A is the consideration of proposal for Suntree bank landscaping. A copy of the proposal is enclosed for your review. Section B is the review and acceptance of the Fiscal Year 2019 audit report. A copy of the report is provided separately for your review. Section C opens the public hearing on the Fiscal Year 2021 budget and assessments. Sub-Section 1 is the consideration of Resolution 2020-03 adopting the Fiscal Year 2021 budget and relating to the annual appropriations. A copy of the Resolution and proposed budget is enclosed for your review. Sub-Section 2 is the consideration of Resolution 2020-04 imposing special assessments and certifying an assessment roll. A copy of the Resolution is enclosed for your review and a copy of the assessment roll will be available at the meeting for reference. Section D is the approval of the Fiscal Year 2021 meeting schedule. A sample meeting notice is enclosed for your review. Section E is the consideration of the annual contracts. The landscape maintenance, aquatic maintenance and security agreements will be provided under separate cover. Section F is the consideration of Resolution 2020-05 ratifying the Board's actions taken during meetings held over media communications technology. A copy of the Resolution is enclosed for your review. Section G are the discussion items. There is no back-up material available.

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 1 of Staff Reports is the Attorney's Report. Sub-Section 1 is the discussion of the Golf Course letter of understanding and Sub-Section 2 includes the legislative updates for your review. Section 2 of Staff Reports is the Engineer's Report. Sub-Section 1 is the discussion of the speed humps and speed reduction. Back-up material will be provided under separate cover. Section 3 of Staff Reports is the District Manager's Report. Sub-section 1 is the presentation of the Field Manager's Report that is enclosed for your review.

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.

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

Sincerely,



Jason M. Showe,  
District Manager

Cc: Michael Pawelczyk/Dennis Lyles, District Counsel  
Rey Malavè, District Engineer  
Darrin Mossing, GMS

## SECTION II

# SECTION A

# SECTION 1



**DSI Security Services, Inc.**  
 1009 N. Obrien St  
 Suite #100  
 Tampa Florida 33607  
 United States



**Ave Maria School of Law**  
 707 Vineyard Blvd  
 Naples Florida 34119  
 United States

Site Visit	
Report #	1017473
Report Date	07/04/2020
Report Time	10:11pm
Created By	Robert Triscari #2987
Position	Security Checks
Client	Ave Maria School of Law

Information	
Location	Ave maria
Officer on Duty	Triscari Robert
Notes	none
Supervisor Name	Edwidge Fortin
Picture	
Signature	

# 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, June 3, 2020 at 1:30 p.m. via Zoom video conferencing, due to the COVID-19 virus.

Present and constituting a quorum were:

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

Also present were:

Jason Showe	District Manager
Michael Pawelczyk	District Counsel
Ray Malavé	District Engineer
Peter Armans	District Engineer
William Viasalyers	Field Manager
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. Showe: This meeting is being conducted pursuant to the Governor's Executive Orders 20-52 and 20-69. Those Orders were subsequently extended through Executive Orders 20-112 and 20-114, whereby the District may currently conduct meetings of its Board of Supervisors without having a quorum of its members physically present or at any specific public location, through the utilization of communications such as telephone and video conferencing technology. Today's meeting is being conducted remotely via Zoom, which allows for all members of the public to participate. Access information was available through the District's website, in the District's notice, and by contacting the District Manager. In order to facilitate public participation we will take any public comment. At this time I haven't received any specific items for the Board in advance of the meeting, but I will continue to check my email.

Typically, we have public comments at the beginning of the meeting and one at the end. If you are there as a visitor, Zoom has a raised hand feature. I will try to do my best as far as watching the 17 folks that are online to see if anyone indicates that they would like to speak, and we will recognize you one by one. When you address the Board, you will be given three minutes. We ask that you please state your name and address. We will keep other discussions minimized between just the speaker and the Board. We will do the same thing at the end of the meeting under public comments. If the Board is amenable, we will open it up for public comments at this time for items on the agenda.

Ms. Susan Sunter (385 Baytree Drive): What is on the agenda?

Mr. Showe: All agenda items were listed on the website.

Ms. Sunter: It's up to the Board, but I would like three minutes to speak about speed humps. Would you like to hear that now or at the end?

Mr. Showe: I think you can take it now.

Ms. Sunter: Last month at the Zoom meeting, we heard a presentation on decibel levels at a speed hump. Afterwards, I did a simple Google search on a question, "What is the decibel level of normal conversation," and found that by far, the vast majority of credible sources place this number at 60 not 70 decibels as was stated at the meeting. Several sources cited 50, but it is important to note that the difference between 60 and 70 is double the noise. The difference between 50 and 70 is quadruple the noise. Based on the information presented at the meeting, reasonable people would conclude that the noise of the speed humps is mostly at or below that of a normal conversation. This is demonstrably untrue. I had two people on separate occasions stand on my sidewalk and shout at my front windows and I could not hear them from inside of my house, whereas I can clearly hear the traffic. I believe that the Board was not in full possession of all the information it needed to make a fully informed decision on Mr. Bosseler's motion to remove the speed hump. Secondly, I reviewed quite a few CDD meeting minutes and found the original recommendations made to the Board by Mr. Wayne Wilkerson regarding traffic calming. It was recommended that permanent flashing radar signs be placed along Baytree Drive and a combination of either humps or flashing radar signs be used on the other heavily traffic streets. I do not know why these recommendations were abandoned. Permanent flashing radar signs would be much more acceptable to me and I believe to the many other Baytree residents who oppose these unsightly noisy humps. Radar signs have the additional advantage of

improving traffic calming over time and they do not impede emergency vehicles. In the minutes I also saw many references made by Board Members specifically discouraging humps being placed directly in front of anybody's home with many alternative sites. I also saw several statements anticipating pushback from residents and the discussion of how to remove speed humps. I do not understand why we and our neighbors continue to be subjected to the stress, noise, and property devaluation of humps when a perfectly acceptable alternative is available and is of similar effectiveness. I propose that the speed humps on Baytree Drive be removed and replaced with permanent flashing radar signs. Thank you.

Mr. Showe: Thank you. I don't see any hands up for anyone else to provide public comments. I am going to unmute all for a moment. If you have a public comment, now would be the time. Hearing none, we will proceed with the agenda.

## **SECOND ORDER OF BUSINESS**

### **Community Updates**

#### **A. Security**

Mr. Showe: We don't have any specific representation from the security company, but William can attest that they seem to be doing fairly well. Jerry, I don't know if you have specific items that you want to go over in reference to security.

Mr. Darby: Yes, just a couple of things I addressed with Jason and I just want to update the Board on. We had several camera failures since the last meeting. I'm not sure if it's due to the routers, internet, or all of the above. Likewise, I know the internet has been very slow and I hope that problem has been resolved. I just wanted to give you an update.

Mr. Viasalyers: Regarding the routers, we had one replaced. I know that Frank with Modern Security came out. There was an issue with some of the software and he took care of that. As far as I'm aware everything has been functioning as we hoped it would. There will be times where updates are required with routers, so we have to manually go to the back gate and pool area and reset them. Other than that, we should be good to go.

Mr. Darby: William, why did you have to reset them? Was it a software issue?

Mr. Viasalyers: It's an update that the service provider is trying to send to the modem. We have to unplug them for a minimum of 30 seconds and give them time to reboot itself.

Mr. Darby: How often does this happen?

Mr. Viasalyers: I haven't really gauged it, but I know that it's been happening at least once a month or so, based on the last couple of months.

Mr. Darby: Did DSI give you an update on the progress they made with the Tech Wave system?

Mr. Viasalyers: I haven't received anything back yet.

Mr. Showe: I did touch base with Bill last week on that. They are communicating with Tech Wave. They believe there is an issue with the Tech Wave server that is slowing their software down. I know he said that they are working to resolve that, and I will reach out and see if there were any updates. As far as I know he was aware of it and they were working to resolve it with the vendor.

Mr. Darby: Great Jason, thank you!

Mr. Showe: You're welcome.

Mr. Mills: Matt is now a father of a baby boy.

Mr. Showe: Correct.

Mr. Mills: So, if anyone would like to send him a congratulations card or even a small token of appreciation, I think he would greatly appreciate it because they don't get paid a lot of money.

Ms. Sunter: A gift card might be in order.

Mr. Showe: Are there any questions or comments for security at this time? Hearing none,

**B. BCA**

Mr. Showe: Is there a BCA update? I don't see anyone raising their hands.

Mr. Mills: Wayne is not present?

Mr. Showe: I do not see him.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 6, 2020 Meeting**

Mr. Showe: Jerry and Mel provided some comments that will be incorporated into the final version. We can take any additional comments or changes from the Board.

On MOTION by Mr. Mills seconded by Mr. Brown to approve the Minutes of the May 6, 2020 Meeting, as amended by roll call vote:  
Supervisor Witcher: Aye  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 5-0.

#### **FOURTH ORDER OF BUSINESS**

#### **New Business**

##### **A. Presentation of Revised Fiscal Year 2021 Proposed Budget**

Mr. Showe: We presented a revised budget on Page 58 of your agenda package. The comments the Board originally had were to increase "Engineering" based on some historical figures. We added \$15,000 to "Recreation Area Improvements" under "Capital Projects Reserve." We can open it up for discussion. Obviously, we would be considering this at your August meeting for final approval. Although it is going to be tight next year, we may need to look at 2022 for an assessment increase based on the capital projects for next year, but we are unable to accommodate it at this time with your current assessment level. We can open it up to the Board for discussion on the budget.

Mr. Darby: On the \$35,000, I am still concerned about the fact that we have the year-end projection of \$57,000 this year, although we have some extraordinary expenses. As a matter of policy, if we engage the engineers to do a Pavement Assessment Study, can that get capitalized into "Paving," as opposed to "Engineering Fees?"

Mr. Showe: Sure. We actually did that last year and in prior years where "Engineering Fees" were paid out of the "Pavement Fund." Technically that fund can be utilized by the Board. It's more of a designation fund. It all comes from General Fund revenues that get transferred so you have the ability to transfer it out or utilize it for other sources.

Mr. Darby: Then I'm okay with that \$35,000. Secondly, under Capital Projects, in the spreadsheet on Page 11, you didn't include the \$15,000 for "Recreation Area Improvements."

Mr. Showe: Yes. We will have that updated.

Mr. Darby: I noticed on Page 13 that we are not projecting any beautification expenses for next year.

Mr. Showe: At this stage, we don't have any projections. We don't know what to put in there for right now. I think we are working with Mel to develop that plan for next year. It's just there to show you what the fund has and what the balances are.

Mr. Darby: Okay.

Mr. Mills: Initially, when we did the \$100 assessment increase six years ago, \$100 was supposed to go towards a beautification for Baytree.

Mr. Showe: Correct.

Mr. Mills: I know we diverted some of those funds to other things, but it was still beautification. We also allocated \$10,000 for the parking lot. Right now, I want to get the front finished and then get the back done. Other than that, the guardhouse needs a new floor. It's really in bad condition. Before we put the vinyl tile down, this time I think we can get regular tile that would be maintenance free and we won't have that ongoing expense to replace that floor. This is the second time that floor has been replaced.

Ms. Witcher: Make sure you get commercial grade because it is much stronger than the household that you can get at Home Depot or Lowes.

Mr. Mills: A friend of mine uses ProSource. We already looked at some commercial grade tile.

Ms. Witcher: We need to have a couple of boxes for broken tiles.

Mr. Mills: Yes.

Ms. Witcher: We have to do a new floor because we can't match the old floor anymore.

Mr. Showe: Are there any other questions or comments on the presentation of the revised budget? We anticipate that it will be refined slightly prior to your adoption. The Board certainly has flexibility between now and then to make any additional revisions.

Ms. Witcher: I just one question on Page 12. Was that \$39,000 for National Drive?

Mr. Showe: Yes. If there are no other questions, we will move on.

## **B. Consideration of Engineering Agreements**

- i. Professional Engineering Agreement with Dewberry, Inc.**
- ii. Work Authorization #1 for General Services**
- iii. Work Authorization #2 for Speed Hump Evaluation**



Mr. Showe: At the last meeting, the Board selected Dewberry Engineers, Inc. (Dewberry) as the number one ranked vendor for engineering services. Via Zoom, we have Ray Malavé and Peter Armans who work for Dewberry to answer any questions from the Board. We also presented three different agreements. The first is their typical Engineering Service Agreement, which is what we use for all of our Districts for that level of service. We also provided two Work Authorizations. Work Authorization #1 is for general services, including preparing for the meeting and general items the District needs. Based on the Board's request, they provided Work Authorization #2 for review of the speed humps. With that, I will let them introduce themselves and the Board can review those agreements and ask any questions.

Mr. Malavé: My name is Ray Malavé and I am an Associate Vice President with Dewberry. I have been around for many, many years and I appreciate the opportunity to work with you. Some of the issues that I heard already, or have seen in some of your previous agendas, are very similar to some of the other CDDs that we work with. With me is Peter Armans, who will be working as your District Engineer. He already looked at some of the past issues and will hopefully work with you on deciding how to best provide a response. With that, I will open up the floor to any questions.

Mr. Mills: Ray, one of the issues we have had consistently was when the Board was discussing an issue that none of us were experts of, where we needed a professional to interrupt our conversation to provide input from an engineering perspective. We don't want someone to just come and sit at the meeting, take notes, and then come back. We need guidance and someone to give us input so we can make good decisions.

Mr. Malavé: We will definitely do that. I have over 40 years' experience. I never shut up. I will tell you what I hear and understand. Peter can attest to that. Peter also brings 15 years of experience. He actually works for two cities, although they are not in Florida, to provide perspective of the municipal side. We will not sit quietly. Two things that we provided to a lot of our CDDs is we won't charge you for something that's not our business. We will comment if you ask us what flowers to plant or things like that, but when it comes to engineering issues we will definitely provide our two cents. If we don't know, we will tell you. We will find the information and provide that back to you.

Mr. Mills: We had some issues with someone getting back to us in a timely manner. You are part of a large organization, very well and highly respected and recommended. Are you expedient on time frames?

Mr. Malavé: We usually like to get things before the next Board meeting. That's what we believe your expectations are. Even though we are large, we are a small unit that works very closely with CDDs. Peter has a couple of engineers under him that will handle the day-to-day operations on this particular project. I may need to get involved. We will also work very closely with William, as we have done with other CDDs. Once we get an issue, we will try to resolve it within the week, if possible, depending on what we are being asked. We believe in providing a quick answer because we understand where you are all coming from, especially before the next Board meeting, so you can make decisions.

Mr. Mills: I have no further comments.

Mr. Armans: We work with William and Jason and other CDDs as well. So, we already have that relationship. Hopefully that will become beneficial moving forward as we team up on resolving your issues. So, feel free to reach out any time. We will be here and ready to answer questions as soon as possible.

Mr. Malavé: Our method of operation is if a Board Member calls us and asks us questions, we will always coordinate with Jason because the moment somebody asks us to do something or provide information, the clock starts ticking and we start charging you. We do not like doing that unless we are authorized and blessed to be able to go forward before we spend your money. We do not like spending your money. We are here to help you and guide your community to a better place. Spending your money is not our main objective.

Mr. Mills: That's one of the things that I wanted to talk about. I think with any of our vendors we need to go through Government Management Services (GMS) in order to find out if they already know the answer before you are approached. Then let Jason approach you and he will get you in touch with the proper person.

Mr. Malavé: I totally agree.

Mr. Darby: I have a question for both Jason and Dewberry. Do you anticipate any incremental costs in transferring either the electronic information or hard files from Atkins to your firm? Also, do you anticipate any electronic compatibility issues with some of those files?

Mr. Malavé: Most of the files will be compatible because we have accepted Atkins files on other projects. They use the same program and same types of procedures. So, we are very familiar with them. We already spent time understanding the District, which we will not bill you for, to get familiar with the District. Once we get all of that information we want to categorize it to understand what you have, especially addressing three specific areas that we know we want to get involved with. One of them is of course the traffic calming options, and the second is the shoreline restoration. We can provide engineering guidance on that work with the contractor. There was one other item, which escapes me. That is how we will work. The only reason I will be involved in the beginning is to bring my extensive experience from other CDDs to help directing on some of these key issues where there is a big question mark so we can provide better informed information on the day to day maintenance issues. It will probably be Peter and William that will work with the Board, which will minimize my time. I try to reduce my efforts because I am very expensive. I earned that from my years of working, but I can provide an answer quicker than some of our younger engineers, so it ends up being the same cost. I hope that answers some of your questions. I don't see a lot of dollars being spent, but there will be some time to catch up.

Mr. Mills: Ray, are you the managing partner?

Mr. Malavé: I am one of the managing partners of our Orlando office, but not a principal of the firm. It's owned by a family. I was one of the principals from the previous ownership.

Mr. Mills: Sometimes when you have that kind of talent at the top, you become more efficient, even though the fees are more expensive. So, at the end, the prices are about the same.

Mr. Malavé: Yes. That is a good understanding.

Mr. Showe: Based on GMS' time with this property, William and I can provide them with a lot of information. They are not going to hopefully spend a lot of time digging and researching. I think we have a lot of those resources that we can get expediently upon approval. We already started discussing with Peter about scheduling a site visit once the contract was approved today, so he could get familiar with the property.

Ms. Witcher: Have they already checked on the problems that we had with Space Coast and our drainage issues in that area and the lake bank visits also?

Mr. Showe: At this stage they haven't gotten into any specific projects. We didn't want to get ahead of the curve and have them expend a lot of resources until the Board approved their

contract. When we get with Peter out there and show him the site, we will definitely point all of those things out. Again, I think GMS has a pretty extensive history so we can get them up to speed quickly.

Mr. Mills: Carolyn, the Space Coast issue has been resolved.

Ms. Witcher: Their lake in the back that is higher than it should be?

Mr. Mills: Yes. That has finally been resolved.

Ms. Witcher: Later on, I want to know how.

Mr. Mills: We are talking about in Kingswood. Right?

Ms. Witcher: Yes.

Mr. Mills: There was the gentleman that had all of the water problems in back of his house.

Ms. Witcher: Yes.

Mr. Mills: That has all been taken care of.

Mr. Bosseler: Did we get a price tag on that yet?

Mr. Showe: I will double check. I know the Board approved that contract a while ago. I think it was a couple thousand dollars. It wasn't a huge expense. We had to wait for it to dry out before the work could be done.

Mr. Darby: Jason, just a point of information. When Dewberry comes out for lake restoration efforts, I would like to be a part of that.

Mr. Showe: Absolutely.

Mr. Darby: Thanks.

Mr. Showe: Are there any other questions or comments for the engineer at this time? If not, we need several motions for the Board to consider today. The first would be the approval of their Professional Engineering Agreement, which is your base contract with Dewberry. In coordination with that, once that contract is approved, your contract with Atkins requires a 30-day termination notice which hasn't been activated yet because we didn't want to leave you without an engineer, just in case. So, to the extent that you approve this contract, we would also need a motion to terminate the Atkins contract. Mike, do you have something that you want to add?

Mr. Pawelczyk: No.

Mr. Showe: If the Board is amenable, a motion would be in order to approve the Professional Engineering Agreement with Dewberry and send a termination notice to Atkins.

Mr. Pawelczyk: You can approve in one motion to approve and authorize the execution of their engineering agreement, as well as the two Work Authorizations, but you can break them up if you choose to. That's up to the Board.

Mr. Darby: I think we should split up the Work Authorizations because they are for two different subjects. One goes with the agreement and one is for the Traffic Study.

Mr. Mills: I agree.

Mr. Darby MOVED to approve the Professional Engineering Agreement with Dewberry Engineers, Inc. and Work Authorization #1 for general services and sending a termination notice to Atkins and Mr. Bosseler seconded the motion.

Mr. Showe: Is there any further discussion?

Ms. Witcher: Are we changing engineers?

Mr. Showe: Correct. You would be approving the agreement with Dewberry and we would be sending a termination letter to Atkins.

On VOICE VOTE with all in favor the Professional Engineering Agreement with Dewberry Engineers, Inc. and Work Authorization #1 for general services and sending a termination notice to Atkins was approved.

Ms. Witcher: I would like to thank Atkins for their hard work.

Mr. Showe: Absolutely. We will pass that on to them. We will make sure that they transition all of the records that we need and coordinate with Dewberry. There are two Work Authorizations that Dewberry prepared, and they would need to be separately approved by the Board. The first Work Authorization is for their general services.

Mr. Pawelczyk: That was included in the motion.

Mr. Showe: The next motion is for the approval of Work Authorization #2 for a speed hump evaluation at a not-to-exceed cost of \$3,500. At this time, we will open it up for Board discussion and consideration.

Mr. Brown: I'm not in favor of spending another \$3,500 to determine whether or not there should be speed humps on Baytree Drive. We have been discussing this for at least three

years now. A Committee was set up by the BCA and CDD. Homeowners provided recommendations. The recommendations were to implement speed humps on Baytree Drive, Old Tramway Drive, Kingswood Way and possibly National Drive. Since that time, Kingswood residents said that they don't want them. I want one on Old Tramway Drive. The whole idea was to slow down people driving within the Baytree community on some of the major thoroughfares. Having spent six or seven hours standing by the speed hump on Baytree Drive, I can tell you that traffic slows down when they get to that speed hump. Do they gun it after that? No. the decibel levels that I came up with may not be considered normal by Google, but since I've been in the health care business for 50 years, an audiologist told me that if we can keep decibel levels at 70 or below, we are doing great. It's safe. So, there's no potential of ruining someone's hearing. Again, I just think that we spent a lot of time and effort and there has been a lot of input. Decisions were made and this process took over two-and-a-half years. I have a problem with people saying after the fact that they don't like one in front of their house. I can appreciate that, but at the end of the day it was done to slow speeding down. The police didn't do it. This has done it.

Mr. Bosseler: Do you have a cost to remove a speed hump?

Mr. Showe: At this stage, I don't specifically. I imagine it's probably \$2,500 to \$3,500. Ray is saying yes. So, I think that you are in that ballpark.

Mr. Mills: I already said my input before and I'm going to say it again. I think we have to look at why this was designed to begin with and keep our emotions out of it. There's been a speeding problem in Baytree for many, many, many years. People that lived here in the 1990s told me that we had a speeding problem. The original engineers designed four speed humps on Baytree Drive, not two. I don't remember anything about the flashing lights other than it was discussed. I think the comment at the time was that it would make the community look like a trailer park with blinking lights. I think that was the conversation I had heard before. We have to take into the fact that four were designed for Baytree Drive and we said as a Board, "We don't want to put four in. Let's put two in as a test just to see if it does what we needed to do." My opinion is it has done what we needed it to do. If we need to add two more to solve the issue, then I think the Board needs to consider that, but I think we need to look at the facts and forget the emotions of all of us to make decisions sometimes based on feelings and not what the true

facts are. The true facts are that we have a speeding issue in Baytree and we have tried numerous things to solve it and it hasn't worked. I am not going to make any more comments.

Ms. Witcher: I have lived here since 1994 and we had speeding on Baytree Drive since then. Taking one out is totally out of the question because we don't have normal traffic as everyone has said, because we are pretty much staying home and occasionally going out. We don't have school buses. So, it's premature to even think about taking anything out that we spent money on. I don't think we need another traffic study until things get back to normal, if we have a normal anymore.

Mr. Darby: I'll make a comment that is just an observation. That observation is we put two speeding humps on Baytree Drive and yet nearly 50% of the drivers during our study exceeded the 25 miles-per-hour (mph) speed limit with the speed humps. That to me does not make any sense. Probably, the logical answer to that is the original Engineering Study recommended four speed humps and we put in two. If we would've put in four, perhaps the speeding would've been much more reduced than it actually is, but we are not getting our value out of those two speed humps that are there. The question is, if they weren't there would speeding be 60% or 70%? We don't know. We don't have that information. One of the other problems I think, as Carolyn just brought up, is a Traffic Study at this point in time may not tell us all that we want to know, because of the fact that we don't have school buses and many people are not working. A lot of people are staying at home. So, it may be indicative, but may not give us a true reflection of what is going on. It doesn't answer Ms. Sunter's problem on what we are going to do with the speed hump in front of her house, but the observation is that I don't think the speed humps have all been that effective. I can tell you for sure that radar signs have zero effect with no enforcement.

Mr. Brown: I'm going to somewhat disagree with you, Jerry, because having stood out there by the speed hump in front of Ms. Sunter's house, I can absolutely say without a doubt, that people slowed down. They came around that second turn after the front gate. You can see them accelerate and then they saw the speed hump sign and decelerated dramatically. I think without that speed hump they just would've kept on going about 35 mph. That's just a guess, but I can tell you that they slow down.

Mr. Darby: Yes, I agree. They slow down at the hump, but they also speed up after and before the hump. So again, two humps over that span of roadway is probably not as effective as it would be if they had four humps.

Mr. Brown: I agree. I stood there and watched them accelerate after they went over the speed hump. They didn't floor it. By the time they got to that intersection from Bradwick Way, they might have been doing 30 mph at the most. If there wasn't a speed hump at 385 Baytree Drive, they probably would've been doing 40 mph because there was nothing to stop them from going 35 to 40 mph from the front gate to the speed hump at Hole 9.

Mr. Mills: Has Ray been out here?

Mr. Malavé: No, I have not. One of the things we wanted to do was to get a better feel of what that means. I think the location is one of the better ones because you want to get it to where people start speeding up after they come through the gate. Four speed humps are always going to be better. This is not what you want to hear, but the problem you always have is controlling people in a vehicle is almost impossible. You are always going to have somebody that is going to do what they want, no matter what you put in front of them. Now these big tables that you have out there definitely make them stop because they do not like that uncomfortable feeling. If four is better, then we need to look at what the study said and go from there on where the options are. Our recommendations have always been to put them where there are stop signs. Stop signs are actually more hardcore together with that speed hump to make people stop. Plus, you can also use it as enforcement.

Mr. Mills: We had stop signs.

Mr. Malavé: You're right. Speed humps could also be a deterrent that costs a lot of money.

Mr. Darby: It always has been totally ineffective.

Mr. Showe: If the Board is amenable, we have a resident that would like to make some comments.

Mr. Greg Scougall (432 Birchington Lane): Thank you. Just a brief comment, speaking as an alternate voting member for Windsor where Susan lives. I would like to point out the obvious. There is only one person directly impacted by it in terms of proximity to the speed hump, and that is Susan Sunter. If nothing else I recommend that going forward, regardless of the decision for this speed hump, that the impacted residents be considered, respected, and approached about



their impact or their potential impact so the Board can make an informed decision. Just as Mr. Bosseler said at the last meeting, he spoke to the residents that live near the crosswalk for the golf course. Apparently, they indicated that they would like speed humps. So respectfully, I would ask that residents be considered and perhaps some kind of a rule be enacted. If a certain percentage of the impacted residents do not agree with it, then that would also be considered by the Board. That's all.

Mr. Showe: I think the decision in front of the Board today, and hopefully Ray will support this as well, is you have a Work Authorization with a scope. If you are not ready to act on that Work Authorization now, the pricing likely will stay the same. It's there and available for you and you know what that particular scope is going to cost. So, I think it's really up to the Board at this point to determine if and how you want to proceed with that specific Work Authorization or give them additional direction for a different kind of scope of work.

Mr. Brown: Let's table it until we have our workshop, because I'm sure that's going to be a major issue at the workshop on what we want to do long term with the speeding.

Mr. Showe: Sure.

Mr. Brown: As well as the roads and everything else, so let's tie that all together. I would have absolutely no problem if the Board wanted to implement the speed hump on Old Tramway Drive.

Mr. Darby: I agree with Ray. I think a Traffic Study would be a better value once we have more normalcy of people moving about. I think it could be tabled for now.

Mr. Showe: Alright. Is there any other discussion from the Board? If not, I will note that we will look at this at the next workshop.

Mr. Darby: Which is July.

Mr. Showe: Correct.

### **C. Consideration of Revocable License Agreement for Golf Cart Path**

Mr. Showe: There is a general map in your agenda showing where the golf cart path is located. Both Mike and I were provided earlier this week with an agreement from the early 1990s from the golf course. We don't believe it specifically covers this issue, but depending on the exhibits and the intent, it might. In talking with District Counsel earlier this week, it would be our recommendation at this point to allow us to have that agreement with the golf course.

Essentially the intent of this agreement is to outline at the end of Old Tramway Drive a piece of CDD property that actually has a cart path on it, where Balmoral Park is. The intent is to delineate that the CDD is not responsible for maintenance of that cart path and any maintenance would fall to the golf course. It's not our infrastructure to improve or maintain. We just want to lay that out in an agreement. We are still trying to do some research on that past agreement to determine how applicable it might be. So, unless the Board has any discussions, we would like to hold this and let us continue doing some research on it.

Mr. Pawelczyk: If I could add, the 1993 agreement that Jason is referring to is a recorded document. There is basically a warranty deed. There's easement language in there related to golf cart paths and bridges on property within Baytree. Rather than Jason and I spending time reviewing and analyzing a 230-page document, I told Jason what I thought it said. He is coordinating with the golf course to let them do the work and for them to tell us that the golf cart path on Parcel C-22 is covered by the easement. The way I read it, it isn't covered. I don't intend on doing work until the golf course's lawyer points out where in the agreement that easement exists. I believe it's in the legal description that was recorded by the developer when they entered into this easement in 1993.

Mr. Mills: I'm shocked.

Mr. Pawelczyk: I'm sure. We will let the Board know what happens. There is no action to take at this time.

Mr. Showe: Correct.

Mr. Pawelczyk: Jason informs me that the CDD, at least as long as he has been around, has never had to maintain the golf cart path or the bridge and there are no issues from a maintenance standpoint. Hopefully we will be able to report back at the next meeting.

Mr. Mills: On Page 6 of the Revocable License Agreement, does "*Assignment*" cover if the golf course is sold or transferred to another individual or membership?

Mr. Pawelczyk: This Revocable License Agreement, if we are to enter into it, would be recorded in the public record. The answer is the license will travel with the land.

Mr. Mills: Correct.

Mr. Pawelczyk: The new owner would take the land subject to that Revocable License Agreement. It's just like an easement that's on your property. It is just one of those things that

was pointed out by a resident and Jason and I tried to fix it, so we were okay going forward. We will see what the response is.

Mr. Darby: I can give some background to this, which was brought up by a resident of Balmoral. The resident was seen by golfers walking across the bridge, going from Holes 17 to 18. They complained to the golf course. The golf course issued a note that was disseminated to residents from Fairways informing them that if they are walking on the golf cart path, they are trespassing. They will call the police if we see walkers in the future. The resident alleged that they could not enforce a trespassing violation for someone walking on the golf cart path, as it was actually part of the CDD and not part of the golf course. Then I came to find out he was right, at least for that very small portion. So that's the deep background of what brought this entire thing up.

Ms. Witcher: From a safety standpoint, that is not a good place to be walking.

Mr. Darby: Well, that's a whole different issue, especially if I'm hitting the ball anywhere near Hole 17.

Mr. Brown: Or driving a cart.

Mr. Showe: We will continue to keep working on that if there are no other questions from the Board on that item.

#### **D. Presentation of Number of Registered Voters – 994**

Mr. Mills: This is the announcement of the number of registered voters in the District. We are required annually to announce this and as of April 15<sup>th</sup>, there are 994 registered voters within the Baytree CDD. This doesn't affect any change for your District because you already turned over completely to a resident elected Board.

#### **E. Ratification of Time Change of Water Aerobics Class**

Mr. Showe: Pursuant to their agreement with the District, they can seek changes to the time of that agreement allowing them to teach water aerobics classes, but it does have to be brought to the Board at their following meeting. They requested that the time be pushed back from 2:00 p.m. to 3:00 p.m. to 3:00 p.m. to 4:00 p.m. If there are any questions for the Board, we can take them, or we can take a motion to ratify that change.

Ms. Witcher: During school time, that would interfere with the kids coming out of school wanting to go swimming.

Mr. Showe: I think during the school season, they probably wouldn't want to have the class at that point anyway, but for now during the summer, it was their request to move the class for now.

Ms. Witcher: Can we put on there that it's just for the summer?

Mr. Showe: Yes. The Board can set it for whatever length of time they would like at this point.

Ms. Witcher: When school starts, I would like to move it back to their regular time.

Mr. Showe: Okay. I can let them know that in August, we want to have it moved back to the regular time.

Ms. Witcher: Yes, or any other time, but not when the kids are out of school.

Mr. Showe: Okay.

Mr. Bosseler: Jason, I think we need a sign posted on the gate to tell folks when the classes are held because there are more people using the pool and the facilities now. I have been informed that people are trying to come in and use it while the water aerobics class is going on. I will think about drafting something and send it over to you. Maybe we can get a permanent sign stating when the classes are.

Mr. Showe: We can get something posted.

Ms. Witcher: Are you going to keep our regular people out at all during classes?

Mr. Showe: No, they are not excluded. They are supposed to utilize about half of the pool during those classes. We have limited them to 50% capacity right now, but they shouldn't monopolize the people while those classes are being held.

Ms. Witcher: Maybe they need to know that they can have their full classes, but limit the amount of classes so there is 50% capacity.

Mr. Showe: To date, I'm not aware of anyone complaining that they haven't been able to use the pool because of the classes yet, so it's something that we are actively monitoring. If it becomes a challenge, I think we would look to make changes to the water aerobics.

Ms. Witcher: Richard, did you have anybody say that they wanted to use the pool and they couldn't?

Mr. Bosseler: There were some people using the pool when a class showed up. They had kids. So, they informed the family that they had it reserved from 9:00 a.m. to 10:00 a.m. or

whatever time it was. There was only one incident. I think if we posted it, it would take care of any future incidents.

Ms. Witcher: They need to know that they do not have the entire pool.

Mr. Bosseler: They know that. The family had little kids that didn't want to play in the deep end. They wanted to play in the shallow end where the classes were held.

Mr. Darby: Posting signs is a good idea.

Mr. Showe: We can post the signage. If it becomes a challenge or we get complaints, we can seek Board input and make some changes. We need a motion to ratify that change.

On MOTION by Mr. Darby seconded by Mr. Mills to change the water aerobics class time to 3:00 p.m. to 4:00 p.m. by roll call vote:  
Supervisor Witcher: Aye  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 5-0.

**F. Discussion Items**

**i. Workshop Agenda**

Mr. Showe: The items that I currently have are the strategic plan, welcome packet, survey of the recreation area as well as the speed humps. We can take any other items the Board might want to discuss at that workshop or seek input.

Mr. Brown: Wasn't one of the items we originally were going to talk about the roadway paving versus another option?

Mr. Darby: Right.

Mr. Showe: We can certainly do that. My thought was to have the engineer get up to speed first since we brought in a new engineer, but we can provide him with all of that information. Certainly, the Board can discuss what their approach might be, but to be more productive, I thought we would be better off letting them get up to speed first.

Ms. Witcher: I just wanted to be up to date on the new procedure that we wanted to try to see if they had any other experience with it.

Mr. Darby: I thought we discussed at the prior meeting that there was very little difference in cost. It would probably be a good alternative because you can't micro pave the cul-

de-sacs. So, you have two different paving systems. I think there was a quote and I thought we had consensus that the overlay would be the appropriate remedial measure for the entire community going forward.

Mr. Mills: It might be a good idea, Jerry, to get our new engineer's perspective on that contract.

Mr. Darby: Certainly.

Mr. Mills: We scheduled two workshops so maybe what we need to do is to defer this item to the workshop, maybe in October or November.

Ms. Witcher: Do we need to do it before the budget?

Mr. Darby: No.

Mr. Showe: I wouldn't say that it's going to have a specific impact on your budget. We are allocating \$100,000 to your roadway paving and unless the Board is really interested in an assessment increase, I don't think the amount of money is going to change. It's really just a matter of technique and planning more than funding.

Mr. Brown: Jason, were you going to talk about an assessment next fiscal year at the workshop, given what we need to do with the lake banks, paving and everything else? That's just a thought.

Mr. Showe: We can certainly add that to the workshop agenda. I think that goes into that strategic plan as well. I look at it as all in one, but I will include that under the Strategic Plan discussion, because I think it is something we can target for the following year and have a plan for what, how much and where it's going to go.

Mr. Darby: Along with that Jason, I think we need to put a Capital Plan together, which will dovetail into both the Strategic Plan, capital disbursements and future assessments. I know we put it out there, but it's blank so we really need to take a look at what we are doing. Did you also have on the agenda a discussion of the recreation survey?

Mr. Showe: Yes.

Mr. Darby: Do we include those items that you mentioned at the March 23<sup>rd</sup> meeting for the upcoming workshop?

Mr. Showe: Absolutely. Let me pull that up.

Ms. Witcher: When is the July workshop?

Mr. Showe: July 9<sup>th</sup> at 10:00 a.m.

Mr. Darby: It's posted on the website.

Ms. Witcher: Okay, I will look. We don't know where yet, right?

Mr. Showe: We are anticipating that it would be at the Clubhouse. The current Executive Order only goes through July 7<sup>th</sup>, so unless it's extended we plan to have it back at the Clubhouse.

Mr. Mills: Could we meet at the pavilion?

Mr. Showe: Sure. I will have Stacy advertise it both ways. Mike may have to provide us some input because I don't know if we can advertise a meeting at two different locations.

Mr. Pawelczyk: No, but you could advertise it for the Clubhouse, and if we decide or for whatever reason need to have the meeting at the pavilion, we could post a notice on the door of the Clubhouse saying that the meeting was moved to the pavilion. We would just have to wait five minutes after the start time to start the pavilion meeting.

Mr. Mills: Good idea.

Mr. Showe: We can certainly do that.

Ms. Witcher: William, could we spray for mosquitoes, so we don't get bitten?

Mr. Viasalyers: I'll look into that.

Ms. Witcher: Thanks.

Mr. Showe: We will circulate an agenda like we normally do, two weeks in advance, so you can add any items that you want to. Is there any other discussion? Hearing none,

## **ii. Suntree Bank**

Mr. Showe: Mel requested that this item be added to the agenda so we will open it up for discussion.

Mr. Mills: I had several people approach me about the condition of the Suntree bank. William and I happened to go over there about two weeks ago, and the scenery across the lake looks like slum lords are harboring people renting there. The people that we talked with said, "Why don't we just let it grow up." I think I mentioned before that we don't maintain it. We don't mow it. We should leave it alone and that way, it will be almost like another conservation area, sort of, even though it's not designated as one. Another thing we could do is maybe plant some Philodendrons. When they grow, they get very dense. The other thing we can do is to plant

something inexpensive along that bank and then just let it grow. I'm anxious to hear the Board's thoughts.

Ms. Witcher: We have gone over and over this. Leave it alone.

Mr. Mills: The only problem we have, Carolyn, is in weather like this they can't mow it because it's too wet. If we just leave it be, we don't have that maintenance expense.

Mr. Viasalyers: It would be a one-time expense.

Ms. Witcher: I walked over there and it's fine.

Mr. Brown: Let mother nature take its course.

Mr. Mills: That's exactly my thought.

Mr. Brown: Let's tell the homeowners over there what we are doing because they criticized us for not maintaining the crepe myrtles and all of the other vegetation and landscaping that we put in there. It ruined their view and now they are looking at somebody's standup pool and shed and John Deere mower. I don't have a problem letting it go, but people need to know that's what is going to happen.

Mr. Mills: I think the majority already know that. The point is there is one house that William and I observed. Correct me if I'm wrong William, but it has a dog run behind the house and they have four or five dogs. It is unsightly. I think in order to prevent continuing maintenance, we should just let it grow.

Ms. Witcher: Has anyone spoken to Suntree about putting up a privacy fence over there, if they are going to be on the lake?

Mr. Mills: Our homeowners talked to the Suntree Master HOA and they are trying to clean it up, but they have not done so. Are we not, William?

Mr. Viasalyers: That is correct.

Ms. Witcher: But this is also the family that didn't even like a blow-up pool out there because the kids were running around playing in the pool.

Mr. Mills: No, these are not the ones. We are not talking about Mr. Bowman.

Ms. Witcher: I know that. There is another family on that side that had a polka dot blow up pool for her grandkids.

Mr. Mills: I don't remember.

Mr. Brown: I think when they put a couch on the back lawn, that's when we get our guys out.



Ms. Witcher: It's their property. We don't have any control over what they do.

Mr. Mills: That's why I said let it grow.

Mr. Darby: I think that's a great idea.

Ms. Witcher: What happens when they come out and mow it? What are you going to do now; try and enforce it? You are opening up another can of worms.

Mr. Bosseler: Let them mow it. I think it's worth a shot.

Ms. Witcher: But if they mow it, then the same people are going to complain because they can now see it again. Why are we letting them do that? Why are we not enforcing it?

Mr. Mills: Carolyn, if we tell the homeowners we decided to let it go. We are not going to do anything. We have done what they asked us to do.

Ms. Witcher: Are you going individually to each house across the way in Suntree and tell them that?

Mr. Mills: We don't have any obligation to tell them anything.

Ms. Witcher: It's our property. What are you going to do to them when they mow it and the people on our side start complaining again?

Mr. Mills: That was my point. We have done what they asked us to do. The resolution is that we just don't do anything, and we save that expense.

Mr. Darby: I think we should give it a try.

Mr. Brown: We have nothing to lose.

Mr. Mills: Exactly.

Mr. Showe: I think if we are changing the level of service, it may be better to have a Board motion to cease maintenance on that area, maybe for two months or give it a timeframe so you can see the reaction. There is going to be an issue of, "What do we do if they trespass onto our property and maintain it themselves," but we certainly can work with the landscaper. Because you are changing the terms of your landscape contract, we may want to have a motion of the Board to approve that, so we have a formal way to negotiate that with the vendor.

On MOTION by Mr. Mills seconded by Mr. Darby to leave the Suntree lake bank unmaintained for the time being by roll call vote:  
Supervisor Witcher: Nay  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 4-1.

Mr. Showe: William and I will coordinate with Mel who is in charge of landscaping, as well as with the vendor to make sure that happens. We will also try to negotiate with them, a reduction in rate for the time being since there is a strategy. We are looking at new contracts to the extent we separate that item in their contract, so you have the option of doing it.

Mr. Mills: Jason, while we are on that subject, which also involves a change in the contract, Tropic-Care has not used any granular fertilizer at all on any of our shrubbery. I don't know where and when it happened. It was called for at least twice a year, that they would use granular and once a year they would use a spray fertilizer. The reason why a lot of our shrubs are dying is because they are not getting fed. ECOR is telling Tropic-Care that it was verbal. Tropic-Care is telling us that they made the decision. I did not make the decision because I was after them all the time on where the granular of fertilizer was. So, I think we should have a granular of fertilizer at least three times a year in the season it is called for.

Mr. Showe: We can highlight that in the contract, but Tropic-Care is responsible for whatever the standards are in that contract, however it's performed. So, we will work with them as well to try to help bring that back into compliance, but we can specify in the contract that granular is three times.

Mr. Mills: It's a lot cheaper than replacing all of the shrubbery that we had to replace.

Mr. Showe: Correct.

Mr. Viasalyers: The liquid versus granular is not specifically outlined for shrub fertilizer in the contract. It's only outlined in the turf. So, we would just need to include that language.

Mr. Showe: Yes, we can include that. I will make a note to include that as we revise their contract for the upcoming fiscal year.

Ms. Witcher: Are we not allowed to use fertilizer from June 1<sup>st</sup> until September 30<sup>th</sup>?

Mr. Viasalyers: That is right.

Mr. Showe: Correct. That is a Brevard County regulation.

Mr. Mills: Nitrogen and Phosphate.

Ms. Witcher: Per State law?

Mr. Showe: Yes.

Ms. Witcher: Do we need to put that into a contract, so they don't do it during that period?

Mr. Showe: They are required pursuant to the contract to adhere to any state, local, or national guidance. So that would fall under that. They can't violate the terms. That is not on the CDD. In case the terms change they are responsible as the vendor for knowing the laws and maintaining it.

Ms. Witcher: So, from September to June 1<sup>st</sup> they can do three fertilizer applications of granular.

Mr. Showe: Correct.

Mr. Viasalyers: It's also outlined for February, May, and October. That is what their contract currently reads, which falls in with those periods.

Mr. Showe: Are there any other questions? Hearing none,

## **FIFTH ORDER OF BUSINESS**

## **CDD Action Items/Staff Reports**

### **A. CDD Action Items**

Mr. Showe: We will go through these quickly. On the pool gate system, we are preparing letters to go out to the residents. I know that we have an estimated completion date of July, but we have actually been able to work with the vendor and expect it to be completed on June 17<sup>th</sup>. The letters will go out next week and then residents will receive their cards. We are currently planning June 17<sup>th</sup> to have the back gate activated as well as a whole new system. Residents will receive all new cards to access the pool gate system going forward.

Mr. Darby: Fantastic.

Mr. Mills: While we are on that subject, when I was patrolling the tennis courts and the pool I had the privilege of talking to a couple that were playing tennis. They told me that kids were using the tennis courts for skateboarding. At some point I think we need to think about putting locks on those gates to keep them out. The day before there was a group of teenagers playing tennis and the following day, there were bottles all over the tennis court. So, I think it's imperative that we make sure only residents are using that tennis court.

Mr. Brown: I think we should also get an estimate on what it would cost to put a camera on one of those poles on the tennis court that we can tie into the pavilion camera system, so we have some way of monitoring the kids activities, whether it be skateboarding, drinking or whatever on the tennis courts.

Mr. Mills: They probably can do that for the corner of the pavilion. They already have a camera there, don't they Will?

Mr. Viasalyers: That was what I was about to address. You can already see the tennis court from the side of the bocce ball court and the pavilion area.

Mr. Brown: Is it a good view of the entire tennis court, William?

Mr. Viasalyers: Yes. It's a pretty good view.

Mr. Darby: We did that so we could monitor the activity in the parking lot.

Mr. Showe: Correct.

Mr. Viasalyers: Do we want to put that on the public record with that image?

Mr. Showe: Probably not because it does concern cameras and security. It's probably better not to. If anyone would like to meet with Will individually he can certainly show you the view.

Mr. Brown: If there's a camera there's a record. So, we can always go back and take a look and notify the appropriate authorities about what was being done on our property.

Ms. Witcher: I found four or five young adults skateboarding on the tennis court.

Mr. Darby: Just to remind everybody, when we did the survey 62% of people surveyed had an opinion on the tennis courts. They favored restricting access.

Mr. Mills: I agree. We should have a special assessment to put money into reserves.

Mr. Darby: Exactly.

Mr. Brown: I thought we already had a price to hook up the tennis courts to the same system as the pool?

Mr. Showe: We did receive that.

Mr. Darby: I think it's a good subject to bring up at the workshop.

Mr. Showe: Correct.

Mr. Brown: I agree.

Mr. Showe: I'll add that to the list.

Mr. Darby: It's a long list.

Mr. Showe: Making progress is good. The next item is the Kingswood Way drainage which was completed as Mel indicated. The Lake #1 access was in the 2020 lake bank repair. We anticipate that will be later this year. As part of our process to get Dewberry lined up we will give them all that information, show them the scope, and let them see the past and work with the vendor. It's the same vendor that they worked with at Viera and the same process that they used at other properties.

Ms. Witcher: Is he going to do the property that is on the 2020 and 2021 schedules?

Mr. Showe: Correct.

Ms. Witcher: He is doing both of those. Is there anything on the 2022 schedule that is just one house or something while he's here?

Mr. Showe: We looked at that. I think he has already been provided the full scope and it fits into his process, but we will have the engineers look at his scope to see if there's anything else they might think could be added.

Ms. Witcher: Especially if he's on the same lake.

Mr. Showe: Yes.

Mr. Darby: Jason, do you have to modify this agreement to include the 2021 efforts?

Mr. Showe: Yes. I think once we get the new engineers on board, we have them enter into a revised agreement.

Mr. Darby: With 7971 Chatham Court.

Mr. Showe: I believe so. I'll mark that down.

Ms. Witcher: Is that the one on the 2021 schedule?

Mr. Showe: Correct. Finally, we reached out to the gate repair company. Both their proposal and their email are in there, at this stage. Because of the age of the equipment and not having real experience in the maintenance, they would not at this point entertain us getting into the higher level of service package; the gold or the platinum. They prefer to just do the performance maintenance for one year, so they get a feel for the equipment. I think William reached out to them on some other items as well.

Mr. Viasalyers: That is correct. I know that we are in the process of working with ACT before relinquishing them from the property of getting those transponder receivers replaced. We are currently working to get a static IP set up at each location at the front or back before they can come in to work on that project.

Mr. Showe: Their performance maintenance contract for a year includes four visits for \$3,180. So, I think going forward, if the Board is amenable, we would have them do that quarterly maintenance. Hopefully the following year they would be able to look at one of their other maintenance plans that would cover some of the service and parts additionally.

Mr. Mills: The maintenance we have done caused us more issues than we deserve to have so I am all in favor of having this company do that. William, could you share with the Board what you told me regarding the situation with the back gate?

Mr. Viasalyers: Could you refresh my memory please?

Mr. Mills: Yes. You said the gate arm was working intermittently and a wheel was worn out.

Mr. Viasalyers: More or less. The mechanics apparently were worn out and sloppy, causing it to wobble and should be replaced. We have had them out there four or five times in the last three weeks to address the gate arm/barrier arm staying open consistently after each resident drive in.

Mr. Mills: Was that identified the last time?

Mr. Viasalyers: Correct. We had previous service calls and trips and they couldn't identify any issues.

Mr. Brown: Are these the original gates?

Mr. Mills: They are.

Mr. Brown: That should be part of our five-year capital plan. William, it would be helpful if you can get an idea from the new maintenance company, of what it would cost to replace all four gates.

Mr. Showe: Yes.

Mr. Viasalyers: We were already in talks with ACT to replace all of the hardware. You are talking about replacing the barrier arms ourselves?

Mr. Showe: Correct.

Mr. Brown: Everything.

Mr. Viasalyers: We will work on that.

Mr. Showe: We need a motion from the Board to approve the performance maintenance contract with Florida Door Control.

On MOTION by Mr. Darby seconded by Mr. Mills to approve the performance maintenance contract with Florida Door Control by roll call vote:  
Supervisor Witcher: Aye  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 5-0.

Mr. Showe: We will work with Counsel to prepare an agreement. Unless there are any additional items, we will proceed to staff reports.

Mr. Mills: Jason, we received a quote to come out of the Beautification Fund to stone the rear monument. We had talked about that before. Someone backed into it and cracked all of the tiles, so the gentleman that did the front gate, came out and gave us a quote. I think it was around \$2,100. Isn't that right?

Mr. Viasalyers: It's \$2,700 to do two columns and the entire wall with tile on that monument.

Mr. Mills: Yes.

Mr. Mills: In the front, the flower bed with the short wall in the front, is also going to be done in the back. The back is included with the \$2,100.

Mr. Viasalyers: Correct.

Mr. Mills: I just wanted to let you know about that. At some point we are going to have to, but maybe at this workshop we are going to need to talk about the monuments in Phase 1, which are deteriorating. They are going to need some maintenance done to them. So, they would like to have that all stone at a workshop to discuss what we are going to do.

Mr. Showe: Okay.

Mr. Mills: As far as the tile on the floor of the guardhouse, I'll remove it if that's okay with the Board.

Mr. Brown: Fine by me.

Ms. Witcher: What about the doors on the guardhouse, with all of the things going on in the United States right now?

Mr. Showe: The doors have locks on them. I don't know if it's crash resistant glass or anything other than that, but obviously they have always been instructed if they feel like there is

damage to their personal selves, they can go. We don't want them injured or damaged out there. I don't know if there is any extra safety inside of that building beyond just the regular glass.

Ms. Witcher: There are a couple of rails. Those pilings of concrete are just like tubes that they put in front of the stores just so somebody could drive everywhere. What are they called, Jerry?

Mr. Darby: Bollards.

Ms. Witcher: Where the doors, they can still walk between them, but someone could drive into it.

Mr. Showe: We can certainly look at those. I know where we can get those.

Mr. Darby: I had a couple of things. Will, we were talking about those wireless loudspeakers at the pool where the guard could access them and tell people to get out and the sheriff was on the way, whatever the case may be. Have you made any progress on those?

Mr. Viasalyers: Unfortunately, not. I've been dealing with Frank at Modern Security for the past month-and-a-half. Apparently, there is a huge issue with the COVID and the craziness recently, and he can't get a hold of any suppliers. We are still waiting to get some feedback to get something that would be effective in that situation because of the distance between the guardhouse and the pool.

Mr. Darby: Just keep it on your list. We also talked about the rectangular golf crossing sign to replace what looks like a yield sign.

Mr. Viasalyers: We are going to get those replaced soon.

Mr. Darby: Okay.

Mr. Mills: We are going to try to get the golf course staff to replace them. Jason, that was in the minutes.

Mr. Showe: It's been approved. William is working on getting those done.

Mr. Mills: Okay.

Mr. Darby: That's it.

Mr. Showe: We still have some additional time later in the meeting for additional Supervisor requests.

## **B. Additional Staff Reports**

### **i. Attorney**



Mr. Pawelczyk: I don't have anything new to report, other than if you haven't received your Form 1 yet, that is going to be due on July 1<sup>st</sup>. If you haven't received it, you should receive it in the next week or so.

Mr. Mills: Mine arrived yesterday.

Mr. Brown: Mine too.

Mr. Pawelczyk: It's just a reminder. If anyone is up for election or has to qualify, the qualifying period is June 8<sup>th</sup> to June 12<sup>th</sup>.

Mr. Showe: Correct.

Mr. Mills: It's June 14<sup>th</sup>.

Mr. Pawelczyk: Did they extend it through the weekend?

Mr. Mills: Yes. The Board of Elections told us when it was.

Mr. Showe: That's definitely news to people on our end. Every county we have seen so far is through the 12<sup>th</sup> at Noon. So, if they are individually extending it, that's good.

Mr. Pawelczyk: Regardless, you will have to file a Form 1 Statement of Financial Interests to qualify.

Mr. Showe: Correct.

Mr. Pawelczyk: Just so you know. You don't have to file it twice. That's all I have, unless there are any questions.

## **ii. Engineer**

Mr. Showe: We have a new team, so I don't expect to have a lot of updates. We will start engaging them to get them up to speed on the property. They will be fully ready at the next meeting.

## **iii. District Manager**

### **1. Field Manager's Report**

Mr. Viasalyers: I don't have much to report. I think we already touched on a lot of items. I spoke with Mel earlier. Some of the additional items we mentioned was that we are going to work on getting the water fountain at the pool area upgraded. Then we have some additional landscaping items and I have been working on with the recent pool modification. We are working with Tropic-Care to get those replaced. That is pending. It should be completed within the next couple of weeks. The last couple of weeks we had over six inches of rain, and we

haven't had any rain in the swale on Kingswood Drive. So that was successful. We had a bunch of sidewalks grinded and a bunch replaced throughout the community to help with any potential trip hazards. I have been working with a couple of companies to get the monuments that are separating so we can get those addressed and corrected as well. We will present those at the workshop for discussion. That's really all I have unless the Board has anything for me.

Ms. Witcher: I just have a question. Off of Bradwick Way where we have those four big trees that are causing a disruption in the sidewalk when you make a left, can the engineer see if there is a different way we could move that road because we can't take the trees out as they are specimen trees?

Mr. Viasalyers: I don't think we ever requested the prior engineer do that. We can look into it with the new engineering firm.

Ms. Witcher: They said we can't move the trees and that's what is tearing up the sidewalk.

Mr. Viasalyers: Are you talking about the area right in front of Mr. Sherbin's home?

Ms. Witcher: I think so.

Mr. Viasalyers: When they come on board and we do our evaluation together, I will go over that area with them.

Ms. Witcher: Okay. We need to do something because it's constantly having to be replaced.

Mr. Viasalyers: We will look into it.

Ms. Witcher: Thanks.

Mr. Showe: Are there any other items for William? Hearing none,

## **SIXTH ORDER OF BUSINESS**

### **Treasurer's Report**

#### **A. Consideration of Check Register**

Mr. Showe: In your General Fund, from April 29, 2020 to May 27, 2020, we have Checks 53693 through 53709 in the amount of \$203,143.47. In your Capital Projects Fund, we have Check 103 in the amount of \$7,300. In your Community Beautification Fund, we have Check 36 in the amount of \$8,577 and May payroll in the amount of \$908.20, for a grand total of \$219,928.67. William and I can answer any questions.

Ms. Witcher: For the payroll, some received \$184.70 and I received \$169.40.

Mr. Showe: It depends on how many exemptions you claim on your tax form.

Ms. Witcher: Okay.

On MOTION by Mr. Mills seconded by Ms. Witcher to the Check Register for April 29, 2020 to May 27, 2020 in the amount of \$219,928.67 by roll call vote:  
Supervisor Witcher: Aye  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 5-0.

**B. Balance Sheet and Income Statement**

Mr. Showe: No action is required by the Board. All account lines are in line with the budget.

Mr. Darby: Maintenance assessments were \$37,000 behind the budget. Are we ever likely to see that?

Mr. Showe: Absolutely. We typically get the rest of that. The Tax Collector is usually about a month or so behind. Typically, folks are required to pay their tax bill by April.

Mr. Darby: Okay. Thank you.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Showe: Are there any Supervisor's Requests?

Mr. Mills: I have one, Jason. William made me aware the other day that we have ladies putting sanitary napkins down in the toilet and flushing it, clogging up the toilets. I think we probably need to have a sign posted in the restroom saying, "Please Do Not Flush Sanitary Napkins Down the Toilet." They should know better anyway.

Mr. Showe: We can have William make some signs.

Mr. Viasalyers: We will get some signs and I will post them in the ladies' stalls.

Mr. Bosseler: I was thinking about the last time the pool was resurfaced. Can you do some homework on that?

Mr. Showe: Yes. I believe it was in the last few years, but I will search for the contract.

Mr. Mills: We also need to have the deck and walls at the pool repainted. I can't remember when that was last done. Not since I have been on the Board.

Mr. Showe: I think we had the outside and the deck painted at one point. I would have to go back through my records.

Mr. Mills: One other item. At some point in time, we talked about moving the money we had in Wells Fargo to another bank. I noticed that we have \$368,000 at Wells Fargo.

Ms. Witcher: We discussed it twice, Mel, but they just received another fine for something bad again.

Mr. Showe: Let me get with the accountant. We should be able to get that moved out.

Mr. Mills: What banks do you deal with to make it easier for GMS?

Mr. Showe: We also have some funds at SunTrust and Regions. I know that some of those were based on the fact that we have a Line of Credit at one point and we had to have an account open at that particular bank. I know at least one of those was open for that reason. I will get with our accountant. If the Board is concerned, we will definitely get it moved.

Mr. Mills: Do we still have a Line of Credit with Regions Bank?

Mr. Showe: I don't believe it is currently active right now, but I can double check.

Mr. Mills: Does the Board want to consider having a Line of Credit?

Mr. Brown: Do you want to ask the Space Coast Credit Union?

Mr. Mills: We did not have one before and I mentioned that when I first came on the Board. I think it's imperative that we have some kind of cushion should we need it. Regions obliged us in offering a \$100,000 Line of Credit. We never drew on it, but we had one at no cost.

Mr. Showe: Yes. I think the original cost was only if we drew on it, but we had to have a certain amount on deposit at that bank. We can look into it again.

Mr. Darby: I think the old Line of Credit was 4%, which was a good rate.

Ms. Witcher: You should get one for five years.

Mr. Showe: We can certainly look. Are there any other Board Member comments?

Mr. Darby: Yes, just some follow-ups. We talked about the pavilion parking lot cost analysis. We were waiting for some additional invoices. Are we in a position to discuss it?

Mr. Showe: I think I have that. I will circulate it out to the Board, and maybe we can include that as part of our discussion at the workshop.

Mr. Darby: That's fine. We were going to try to do an LED lighting cost savings analysis. I don't know if you had enough time to assess that.

Mr. Showe: Let's see where we are with our account lines. Most of our electric costs are consistent this year. Let me pull up last year's versus last year. I will have to separate those out.

Mr. Darby: One other thing, which you may have mentioned at prior meetings. Has the transponder software operator been installed?

Mr. Viasalyers: No not yet. That was part of what I was referring to earlier about having a static IP installed at the back and front gates in order to complete that upgrade.

Mr. Darby: Do you think that will be done by the next time we meet?

Mr. Viasalyers: Hopefully. It depends on how fast we can get ACT out there and how fast we can get AT&T out there to do the static IP.

Mr. Darby: Okay, good. That's all I had.

Mr. Showe: Are there any other comments from the Board? Hearing none,

## **EIGHTH ORDER OF BUSINESS**

### **Public Comment Period**

Mr. Showe: If you are a member of the public and you want to make a comment, you can do so at this time. I don't see any raised hands. I will unmute everyone and you can go ahead and state your name and address and we will give you three minutes.

Ms. Sunter: I am going to refer the Board back to the September 26, 2018 minutes where Mr. Wilkerson clearly recommends, we permanently install signs for Baytree Drive. Somehow that segued into speed bumps. I didn't really follow this thread easily. I have a quote from the February 19<sup>th</sup> meeting by Ms. Witcher saying, "We should make sure that they are not in front of somebody's house because they have to listen to the constant braking." There are many references to the noise that you were anticipating. I am really disappointed that is being minimized. It's affecting us and our neighbors every single day. I feel like you are really minimizing the impact of that on us. Aside from the huge hit we are going to take on the property value when we sell this house, nobody wants to live near a speed bump. \$50,000 or \$60,000 is not negligible, but it's our piece of mind that is really being affected. I personally like the idea of having flashing signs. That's not totally self-serving. I did some research and they seem to be at least equally effective to speed humps, based on what I have been following. I don't think even the heartiest advocate of those speed humps can feel that they have been a roaring success. Yes, people slow down at a speed hump, but I'm sure that they are back up to whatever their speed is within 30 feet. Anyone who walks like I do in the neighborhood, can't possibly suggest that

these have had even a modest impact on the speeding. People who want to speed are going to speed. The flashing lights have the advantage of education because people are not thinking, and their minds are wandering. All we want them to do is to slow down. They have been proven to have increased effectiveness over time.

Ms. Sandy Schoonmaker (Kingswood): They look like trailer trash.

Ms. Sunter: I think the speed humps are far less aesthetic. They only flash when someone is speeding. It's not constant. Anyway, I don't know how we got from the recommendation to flashing lights to speed humps and from putting them in front of somebody's house to now putting one directly in front of my house. So, I'm done.

Mr. Showe: Do any other members of the audience want to make any comments?

Mr. Art Breitner (Kingswood): We've been talking about speed humps now for three years. We heard the opinions of many people and have spoken to many people who definitely think they are not effective. If they had their choice, they would not want them. We've had just as many people; I think stating that they have been effective. Jerry has canvassed the people. It seems like this is never going to end. I know that we sort of kicked the can down to the next meeting and now we are going to do another traffic survey. I think it's time to go out and get the formal input of everyone that lives in Baytree to vote either Yea or Nay. Whatever way it goes, it goes because you are never going to get there. We will be talking about this next summer. If we do a mailing or have the VMs go around and canvas people, we will find out what the majority of the people of Baytree want because this is an issue that affects everyone living in Baytree. I understand what Susan is saying because the speed hump is in front of her house, but this is something that everyone in Baytree has to have input into. Is it possible to do something like that?

Mr. Showe: I know that this Board discussed multiple times different kinds of surveys. It would really be up to the Board if they want to put out a survey and proceed in that direction.

Mr. Breitner (Kingswood): I'm talking about something more than a survey. Whatever went out would have to say, "This is a vote." In the United States of America, majority rules. If you don't respond, it's like not voting on Election Day. You had your chance, but you didn't. So, when we get all of the votes back and they get tallied, it's either yea or nay. Now if it's a yea and the Traffic Study says it's not a good idea, then we will wait for direction. If we don't have a vehicle to move forward, if we say it's the right thing to do, we are never going to get there if

you give people an option. If you say, "Let's do a vote and the vote comes in to remove the speed humps," and if the engineering study says, "You have to add more," then what do you do?

Mr. Scougall: You are never going to get there if you give people an option.

Mr. Breitner: Like Susan said, the speed humps are one approach to eliminate speeding. There are other approaches. This is our neighborhood and I think that this is an important enough issue that the people that live here should have input.

Mr. Darby: If you recall, on June 24, 2018, Wayne Wilkerson of the BCA, after input from the VMs, soliciting input from residents, came up with five suggestions. Those suggestions include either flashing radar signs and the combination of speed humps or flashing radar signs on five different streets throughout this community. The Board felt that flashing radar signs in and of itself would be ineffective because there is no enforcement of the radar signs. We know that the Sheriff's Office is disinclined to do anything to issue tickets within Baytree. Honestly, in my opinion, that would be the most effective. If we had a cop out there issuing tickets every time someone zipped around the corner, the speeding would stop. If that doesn't happen, then they wouldn't do it. So, we did get a survey and we did get a response from the community. I think it's incumbent upon the Board to make the best decision regarding the infrastructure of the community. I think it would be wholly inappropriate and difficult that every decision we make on the infrastructure of this community requires a survey and a majority vote. That is just not how this is done. We are representatives of the community and we solicit input, but just like our representatives in Washington, they don't solicit input on every piece of legislation that they pass.

Mr. Breitner: I understand that, but every election when you go to vote, there is always what I call special issues that are brought up with the people that live in the various cities or counties to vote on either yes or no. Be that as it may, I'm just looking to end this. It's been three years. If that's what we want to do, if the speed hump evaluation says that speed humps are good, we should do it. Let's just do it and be done. We are never going to get there.

Ms. Schoonmaker: I just want to make one small comment. The original plan with the two speed humps was an experiment to see how it worked. As Jerry pointed out several times at several meetings, once they go over the speed hump, they speed. I ride my bike up and down Baytree Drive and we observed these multiple times. If it was an experiment and you got a solicitation from the residents, you didn't get much of a response. I'm fully aware of that. Now

that the speed humps have been in for a length of time, I think Art's point is very accurate. It is time to let the citizens of this community once again evaluate whether they want speed humps. I heard them mention putting in stop signs. If you have to stop at every other intersection, you are going to slow down, whether you run the stop sign or not. So that's an alternative that doesn't get mentioned very much and I would like for that to be addressed also. I think Art is correct. It's time to let the residents that have now experienced speed humps express their desires about that.

Mr. Mills: As a Board Member, I agree with what Jerry said. We are elected by the people in Baytree to do the job that they are charged to do. If we go out every time we have a major decision to make as far as the infrastructure is concerned, then we are not doing our jobs. I have mixed emotions on this entire situation. If we put stop signs at every intersection, there will be a stop sign, unfortunately, right in front of Ms. Sunter's house because there is an intersection there, if I'm not mistaken. That's one of the reasons why there was a speed hump according to the previous engineers and why the speed hump was put there right before that intersection. Art, I hate to disagree with you because you are a great guy with a lot of input, but I'm afraid that we are just going to set a precedent every time we want something done and are going to have to go out and solicit comments.

Mr. Breitner: Mel, I understand what the Board is saying, but I cannot recall, and I have been going to these meetings for a long time. Anything that has been this controversial has continued for so long without a final resolution. I'm just looking to find some means to bring this thing to a final conclusion. Don't take this as criticism. It's an observation. What we are doing now is clearly kicking the can again.

Mr. Mills: I hear you.

Mr. Breitner: What's going to happen after this is, we are going to kick the can again. I'm just looking for some plan to bring this issue to closure. That's all.

Mr. Bosseler: Mel, what if we ask Wayne and the BCA to do this vote. I agree with Art. I think we have 900 voters in the community, and we put speed humps in and somehow, we need to get some feedback on what the people want; whether that is continuing to go down this road or stop. Maybe Wayne will do it.

Mr. Mills: I'm sure he will do it. I don't think there's an issue with Wayne doing it. The problem is unfortunately the VMs that were in office at the time, all of these speeding issues have been discussed, but it was not circulated through Windsor. That's very unfortunate, but that



was their responsibility. When we set this up, I remember the meeting when we sat there and said, "We need the BCA to help guide us in this decision of how we can actually make this work." He got with the VMs and solicited them.

Mr. Scougall: Since this is a CDD decision, would it not be appropriate for the CDD to take control of whether or not to do the survey and how it's worded?

Mr. Mills: We can certainly do that, Greg. That's not an issue at all. I'm sure Wayne would do it. I'm open to any suggestion at this point, but I'm with Art, it's got to stop. We have to draw the line in the sand and say, "This is it and this is what we are gonna do."

Mr. Brown: This controversy has been centered around one individual.

Ms. Sunter: That not true.

Mr. Brown: I stood there and measured. I can tell you they don't gun it within 30 feet after they go over the speed hump. I'm sorry. I stood there for different hours of the day; early morning, late morning, early afternoon, late afternoon and I didn't see people going over the speed hump and then within 30 feet, gunning it. It slowed people down. It's unfortunate that people don't see it that way, but that's the way I saw it. We set up a process two-and-a-half or three years ago and now people that don't like the result of that process are criticizing it.

Ms. Sunter: I think the Board did a great job getting feedback on the recreation changes. You received a lot of feedback and are acting on it. I don't know why such a well-organized survey wasn't done, so my question is, would the Board even act on a majority? I believe we have a majority if not a vast majority of people in Baytree opposed to speed humps. So, I don't know if the Board would even agree to go with the majority. It was a well-designed survey for the recreation area. You received a much better response. I believe Wayne only received 75 responses to his original survey. You didn't even take the recommendations, so I don't even know why you surveyed anyway, but it is not slowing the speeding down and it is affecting me. It's going to cost me money. It's a big issue and I don't feel bad. I would've voted for speed humps and I read numerous articles about speed humps in municipalities. People demand speed humps and two months later they demand that they be removed because they were not aware of the negative noise issues. They are real. It's not just me. At the February meeting, there were 35 people sitting there. Only two of them were in favor of speed humps and you had 33 people out of their houses to express their extreme dissatisfaction with speed humps. So, it is not just me

and I resent that you are making it about me. It's my husband, my neighbors and at least the 100 people that I talked to in Baytree.

Mr. Darby: I prepared the survey that we used in the recreation area and I think we were very, very clear stating that the Board and CDD was under no obligation whatsoever to add any or all of the recommendations made in that survey. If we decided to do a survey on speeding, I would do it on speeding and not speed humps. We would do it under the guise that the Board is not obligated in any way, shape or form to take any action whatsoever. The survey is just indicative of opinions and the Board can choose to make an opinion or ignore the opinion as we are discussing various aspects of the recreational survey. So, I think that the Board needs to think about whether they want to engage. As you know, you have to ask the questions the right way to get the information in an honest and objective way. Some other surveys were done in some other sections of this community.

Mr. Mills: The other side of the coin is if and only if, the speed humps come out and the speeding continues in Baytree and someone gets hurt, then what do we do?

Ms. Sunter: That's assuming the speed humps are helping the speeding. It only helps it for 50 or 60 feet. My research shows that flashing lights are as effective as speed humps and they have none of the negative downsides. Why don't we at least keep this seriously on the table? They are not beautiful, but at least they don't have a downside. The people who live in the back of Chatsworth and Old Tramway, are going to slow down emergency vehicles getting to them. There are all kinds of issues. So many cities around the country are banning speed humps because of the negative downside. I know the Board anticipated problems with noise and resident pushback, so it shouldn't be a surprise. I think it's a trial. I'm glad you called it a trial. I think it's a fail. From my experience, people continue to speed. If that kid gets hurt, it's not because there were no speed humps. The speed humps are not helping. I think even your own traffic survey backs me up on that.

Mr. Mills: Ms. Sunter, the situation is this. We asked the Sheriff. He brought in those lights that flash your speed. They were on Baytree Drive in two or three different locations. They did absolutely nothing.

Ms. Sunter: They weren't here in the 10 years I lived here. I would remember.

Mr. Mills: Ms. Sunter, they were here.

Ms. Sunter: I don't think the speed humps are slowing people down. I think Artie's recommendation of doing a straight up survey is a good one. I think you will be surprised that the vast majority of Baytree doesn't want them. Whether that matters or not, I don't know, but it should. We are really affected every day by this and it's difficult.

Mr. Scougall: Would the Board consider following through on Rich Bosseler's recommendation from the last meeting of just moving the speed bumps, so they align with the golf course? That would seem to potentially move closer to everyone's wish of maintaining the speed humps and putting them in a place where according to Mr. Bosseler's survey, the residents are okay with it. It slows people down and adds a benefit of slowing people down by the golf course. The primary negative is certainly financial. It costs \$3,500, but it would be a middle ground solution.

Mr. Mills: Greg, I don't have the study in front of me anymore, but the original Atkins engineering study recommended the one in front of Ms. Sunter's house. The other one was, I think if I remember correctly, right before you get to Bradwick. There was one there and then there was another one further up Baytree Drive, before you get to the one that's there now. So, there were four strategically placed there to slow down traffic.

Mr. Geoffrey Studds (7971 Chatham Court): Great. So that coincides with that recommendation. The golf cart crossing is right before Bradwick, as the survey recommended.

Mr. Mills: That is correct, but there was also one in front of Ms. Sunter's house.

Ms. Sunter: I read a lot of discussion and saw that there were about five acceptable locations. Mel, you were the one who made the final decision. The other options were the grassy area by the gate, golf cart crossing and a couple of other places that had less impact on houses. I know that you were the final person to make that decision based on what I read in the notes. So, it seemed like there were alternatives that would not have an enormous impact on a single homeowner as it is for me.

Mr. Brown: That was a Board decision, not a Mel decision, based upon the recommendation of the engineering company we hired to do the study.

Mr. Studds: That differs with what Mel reported last week.

Ms. Sunter: I have a notice from that meeting.

Mr. Mills: The engineer said this is where it should go, which is relative to where it is now. I said to her, "If we put it here is that going to be satisfactory?" She said yes.

Mr. Darby: We couldn't put it at the golf cart crossings because the engineer advised that it would interfere with the flow of the water at the Miami curbs.

Mr. Malavé: That is correct.

Ms. Sunter: It's interfering with my water. Mr. Darby said, "I think the Board gave Mel authority at the last meeting to approve the speed humps and proceed." Mr. Brown said, "We did." Mr. Darby said, "So it would operate under that premise. You and Mel will get together and figure it out and then do it." Anyway, there were other alternatives, such as the grassy area by the gate. I said my piece and I appreciate your time. It's just super disappointing to me and my husband.

Mr. Showe: Are there any other audience comments at this time? Hearing none, are there any other Board Member comments? If not, we need a motion to adjourn.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Darby seconded by Ms. Witcher to adjourn the meeting by roll call vote:  
Supervisor Witcher: Aye  
Supervisor Mills: Aye  
Supervisor Bosseler: Aye  
Supervisor Darby: Aye  
Supervisor Brown: Aye  
Motion Passed 5-0.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# SECTION IV

# SECTION A

**TROPIC-CARE OF FLORIDA, INC.**  
**LAWN CARE AND LANDSCAPING SPECIALIST**  
7635 Progress Circle  
West Melbourne, Florida 32904  
(321) 724-5333  
(321) 724-1078 FAX LINE

THIS AGREEMENT entered into this 8th day of July, 2020, by and between TROPIC-CARE OF FLORIDA, INC. OF BREVARD, FLORIDA AND Baytree Community Development District of Orlando, FLORIDA.

JOB NAME: Baytree Community Development District  
JOB LOCATION: Bradwick Way, Turnberry, Melbourne, Florida  
DATE PERFORMANCE IS TO BEGIN: To be discussed.

**DESCRIPTION OF JOB, SPECIFICATIONS AND ESTIMATES:**

Install Two Hundred-Sixty (260), 3 gallon Wax Myrtles:	\$ 4,400.00
Totals:	\$ 4,400.00

**NOTE:**

In this total price includes: material and labor. Any additional material or labor shall be considered an extra cost to owner.

**WE PROPOSE:**

Hereby to furnish material and labor-complete in accordance with above specifications for the sum of: Four Thousand-Four Hundred Dollars and 00/100 \$ 4,400.00.

Payments to be made as follows:

Due upon completion.

**Legal Fees:** The buyer agrees to pay all cost including reasonable attorney's fees in the event that it becomes necessary to enforce payment of this contract. This shall apply whether suit be instituted or not. All delinquent accounts shall bear interest at the rate of 18% per annum.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature 

Note: this proposal may be withdrawn by us if not accepted within 30 days.

**ACCEPTANCE OF PROPOSAL** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Accept \_\_\_\_\_ Signature \_\_\_\_\_

## **SECTION B**



**Baytree  
Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2019**

**Baytree Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2019**

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# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of Baytree Community Development District as of and for the year ended September 30, 2019, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Fort Pierce / Stuart

To the Board of Supervisors  
Baytree Community Development District

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Baytree Community Development District, as of September 30, 2019, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated May 11, 2020 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Baytree Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam  
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

May 11, 2020

**Baytree Community Development District**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2019**

Management's discussion and analysis of Baytree Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including construction in progress, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. In the **statement of activities**, transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2019.

- ◆ The District's total assets exceeded total liabilities by \$6,438,748 (net position). Net investment in capital assets was \$6,063,453 and unrestricted net position was \$375,295.
- ◆ Governmental activities revenues totaled \$899,706 while governmental activities expenses totaled \$961,891.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Current assets	\$ 416,277	\$ 471,267
Capital assets, net	6,063,453	6,052,853
Total Assets	6,479,730	6,524,120
Current liabilities	40,982	23,187
Net investment in capital assets	6,063,453	6,052,853
Net position - unrestricted	375,295	448,080
Total Net Position	\$ 6,438,748	\$ 6,500,933

The decrease in current assets is related to the decrease in cash caused by expenditures.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

**Change in Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Program Revenues		
Charges for services	\$ 857,087	\$ 698,512
General Revenues		
Investment earnings	3	106
Cost sharing revenues	34,202	138,688
Miscellaneous	8,414	4,779
Total Revenues	<u>899,706</u>	<u>842,085</u>
Expenses		
General government	211,878	146,408
Physical environment	750,013	571,959
Total Expenses	<u>961,891</u>	<u>718,367</u>
Change in Net Position	(62,185)	123,718
Net Position - Beginning of Year	<u>6,500,933</u>	<u>6,377,215</u>
Net Position - End of Year	<u><u>\$ 6,438,748</u></u>	<u><u>\$ 6,500,933</u></u>

The increase in general government is related to an increase in engineering fees in the current year.

The increase in charges for services is related to a budgeted increase in special assessments.

The decrease in cost sharing revenues is related to the funding of a capital project in the prior year.

The increase in physical environment is related to the increase in landscape and maintenance costs in the current year.



**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2019 and September 30, 2018.

<u>Description</u>	<u>Governmental Activities</u>	
	<u>2019</u>	<u>2018</u>
Capital assets not being depreciated:		
Land improvements	\$ 5,466,583	\$ 5,466,583
Construction in progress	9,362	47,088
Total Capital Assets, not depreciated	<u>5,475,945</u>	<u>5,513,671</u>
Capital assets being depreciated:		
Infrastructure	2,134,395	2,021,266
Equipment	79,053	69,527
Accumulated depreciation	<u>(1,625,940)</u>	<u>(1,551,611)</u>
Total Capital Assets, depreciated	<u>587,508</u>	<u>539,182</u>
Total Capital Assets	<u>\$ 6,063,453</u>	<u>\$ 6,052,853</u>

Current year activity consisted of additions to construction in progress of \$9,362, transfers from construction in progress of \$47,088, additions of \$113,129 and \$9,526 to infrastructure and equipment and depreciation of \$74,329.

**General Fund Budgetary Highlights**

Budgeted expenditures exceeded actual expenditures primarily due to less engineering fees and security costs than were anticipated.

The September 30, 2019 budget was amended for increased engineering and legal fees and irrigation and lighting maintenance.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Economic Factors and Next Year's Budget**

The District does not expect any economic factors to have a significant effect on the financial position or results of operations of the District in fiscal year 2020.

**Request for Information**

The financial report is designed to provide a general overview of Baytree Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Baytree Community Development District, Governmental Management Services, 219 E Livingston Street Orlando, Florida 32801.

**Baytree Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2019**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash	\$ 385,509
Investments	1,029
Accounts receivable	8,574
Prepaid expenses	21,165
Total Current Assets	416,277
Capital Assets, Not Being Depreciated	
Construction in progress	9,362
Land and improvements	5,466,583
Capital Assets, Being Depreciated	
Infrastructure	2,134,395
Equipment	79,053
Accumulated depreciation	(1,625,940)
Total Non-Current Assets	6,063,453
Total Assets	6,479,730
 <b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	40,982
 <b>NET POSITION</b>	
Net investment in capital assets	6,063,453
Unrestricted	375,295
Total Net Position	\$ 6,438,748

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2019**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>	<b>Net (Expense) Revenues and Changes in Net Position</b>
		<b>Charges for Sevices</b>	<b>Governmental Activities</b>
Governmental Activities			
General government	\$ (211,878)	\$ 254,279	\$ 42,401
Physical environment	(750,013)	602,808	(147,205)
Total Governmental Activities	\$ (961,891)	\$ 857,087	(104,804)
	General Revenues		
	Investment income		3
	Cost sharing revenues		34,202
	Miscellaneous revenues		8,414
	Total General Revenues		42,619
	Change in Net Position		(62,185)
	Net Position - October 1, 2018		6,500,933
	Net Position - September 30, 2019		\$ 6,438,748

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2019**

	General	Capital Projects	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 91,989	\$ 293,520	\$ 385,509
Investments	1,029	-	1,029
Accounts receivable	8,574	-	8,574
Prepaid expenses	21,165	-	21,165
Total Assets	\$ 122,757	\$ 293,520	\$ 416,277
 <b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable	\$ 40,982	\$ -	\$ 40,982
 <b>FUND BALANCES</b>			
Nonspendable-prepaid expenses	21,165	-	21,165
Assigned			
Capital projects	-	293,520	293,520
Unassigned	60,610	-	60,610
Total Fund Balances	81,775	293,520	375,295
Total Liabilities and Fund Balances	\$ 122,757	\$ 293,520	\$ 416,277

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2019**

Total Governmental Fund Balances	\$ 375,295
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, construction in progress, \$9,362, land and improvements, \$5,466,583, infrastructure, \$2,134,395, and equipment, \$79,053, net of accumulated depreciation, \$(1,625,940), used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	<u>6,063,453</u>
Net Position of Governmental Activities	<u><u>\$ 6,438,748</u></u>

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2019**

	General	Capital Projects	Total Governmental Funds
Revenues			
Special assessments	\$ 857,087	\$ -	\$ 857,087
Investment income	3	-	3
Cost sharing revenues	34,202	-	34,202
Miscellaneous revenues	8,282	132	8,414
Total Revenues	<u>899,574</u>	<u>132</u>	<u>899,706</u>
Expenditures			
Current			
General government	210,693	1,185	211,878
Physical environment	499,480	176,204	675,684
Capital outlay	-	84,929	84,929
Total Expenditures	<u>710,173</u>	<u>262,318</u>	<u>972,491</u>
Excess of revenues over/(under) expenditures	<u>189,401</u>	<u>(262,186)</u>	<u>(72,785)</u>
Other Financing Sources/(Uses)			
Transfers in	50,000	253,901	303,901
Transfers out	<u>(253,901)</u>	<u>(50,000)</u>	<u>(303,901)</u>
Total other financing sources/(uses)	<u>(203,901)</u>	<u>203,901</u>	<u>-</u>
Net Change in Fund Balances	(14,500)	(58,285)	(72,785)
Fund Balances - October 1, 2018	<u>96,275</u>	<u>351,805</u>	<u>448,080</u>
Fund Balances - September 30, 2019	<u>\$ 81,775</u>	<u>\$ 293,520</u>	<u>\$ 375,295</u>

See accompanying notes to financial statements.

**Baytree Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2019**

Net Change in Fund Balances - Total Governmental Funds	\$	(72,785)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that capital outlay, \$84,929, exceeded depreciation, \$(74,329), in the current period.

		10,600
		<hr style="border: 0.5px solid black;"/>

Change in Net Position of Governmental Activities	\$	(62,185)
		<hr style="border: 0.5px solid black;"/> <hr style="border: 0.5px solid black;"/>

*See accompanying notes to financial statements.*



**Baytree Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 853,142	\$ 857,087	\$ 857,087	\$ -
Investment income	-	3	3	-
Cost sharing revenues	34,297	34,200	34,202	2
Miscellaneous revenues	4,000	8,000	8,282	282
Total Revenues	<u>891,439</u>	<u>\$ 899,290</u>	<u>\$ 899,574</u>	<u>\$ 284</u>
Expenditures				
Current				
General government	138,614	224,867	210,693	14,174
Physical environment	486,266	540,386	499,480	40,906
Total Expenditures	<u>624,880</u>	<u>765,253</u>	<u>710,173</u>	<u>55,080</u>
Total revenues over/(under expenditures)	<u>266,559</u>	<u>134,037</u>	<u>189,401</u>	<u>55,364</u>
Other Financing Sources/(Uses)				
Transfers in	-	50,000	50,000	-
Transfers out	<u>(266,559)</u>	<u>(253,901)</u>	<u>(253,901)</u>	<u>-</u>
Total Other Financing Sources/(Uses)	<u>(266,559)</u>	<u>(203,901)</u>	<u>(203,901)</u>	<u>-</u>
Net Change in Fund Balances	<u>-</u>	<u>(69,864)</u>	<u>(14,500)</u>	<u>55,364</u>
Fund Balances - October 1, 2018	<u>-</u>	<u>69,864</u>	<u>96,275</u>	<u>26,411</u>
Fund Balances - September 30, 2019	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 81,775</u>	<u>\$ 81,775</u>

See accompanying notes to financial statements.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on June 24, 1992, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), by Ordinance No. 92-11 of the Board of County Commissioners of Brevard County, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Baytree Community Development District. The District is governed by a Board of Supervisors who are elected by the registered voters of the District. The District operates within the criteria established by Chapter 190.

As required by GAAP, these financial statements present the Baytree Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and cost sharing revenues. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District reports fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**a. Governmental Major Funds (Continued)**

Capital Projects Fund – The Capital Projects Fund accounts for acquisition and construction of infrastructure improvements located within the boundaries of the District.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as construction in progress, and non-current governmental liabilities, such as general obligation bonds be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**a. Cash and Investments (Continued)**

4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash and investments include time deposits, certificates of deposit, money market funds, and all highly liquid debt instruments with original maturities of three months or less.

**b. Restricted Assets**

Certain net position of the District are classified as restricted assets on the Statement of Net Position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**c. Capital Assets**

Capital assets, which include construction in progress, land and improvements, infrastructure and equipment are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	30 years
Equipment	5-10 years

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**d. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position**

“Total fund balances” of the District’s governmental funds (\$375,295) differs from “net position” of governmental activities (\$6,438,748) reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below:

**Capital related items**

When capital assets (land, buildings and improvements, infrastructure and equipment that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$ 9,362
Land and improvements	5,466,583
Infrastructure	2,134,395
Equipment	79,053
Accumulated depreciation	<u>(1,625,940)</u>
Total	<u>\$ 6,063,453</u>



**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities**

The “net change in fund balances” for government funds (\$(72,785)) differs from the “change in net position” for governmental activities (\$(62,185)) reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below:

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the year.

Capital outlay	\$	84,929
Depreciation		<u>(74,329)</u>
Total		<u><u>10,600</u></u>

**NOTE C – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

**Custodial Credit Risk – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2019, the District's bank balance was \$385,693 and the carrying value were \$385,509. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

**Baytree Community Development District  
 NOTES TO FINANCIAL STATEMENTS  
 September 30, 2019**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

Investments

As of September 30, 2019, the District had the following investments and maturities:

<b>Investment</b>	<b>Maturity Date</b>	<b>Fair Value</b>
Managed Money Market Fund	N/A	\$ 1,029

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

As of September 30, 2019, the District did not hold any investments subject to the fair value measurement.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District has no investment policy that would further limit its investment choices.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund.

The types of deposits and investments and their level of risk exposure as of September 30, 2019 were typical of these items during the fiscal year then ended.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2019 was as follows:

	Balance 10/1/18	Additions	Deletions	Balance 09/30/19
<u>Governmental Activities:</u>				
Capital assets, not depreciated:				
Land and improvements	\$ 5,466,583	\$ -	\$ -	\$ 5,466,583
Construction in progress	47,088	9,362	(47,088)	9,362
<b>Total Capital Assets, Not Depreciated</b>	<b>5,513,671</b>	<b>9,362</b>	<b>(47,088)</b>	<b>5,475,945</b>
Capital assets, being depreciated:				
Infrastructure	2,021,266	113,129	-	2,134,395
Equipment	69,527	9,526	-	79,053
<b>Total Capital Assets, Being Depreciated</b>	<b>2,090,793</b>	<b>122,655</b>	<b>-</b>	<b>2,213,448</b>
Less accumulated depreciation for:				
Improvements other than building	(1,482,084)	(67,376)	-	(1,549,460)
Equipment	(69,527)	(6,953)	-	(76,480)
<b>Total Accumulated Depreciation</b>	<b>(1,551,611)</b>	<b>(74,329)</b>	<b>-</b>	<b>(1,625,940)</b>
<b>Total Capital Assets Depreciated, Net</b>	<b>539,182</b>	<b>48,326</b>	<b>-</b>	<b>587,508</b>
<b>Governmental Activities Capital Assets</b>	<b>\$ 6,052,853</b>	<b>\$ 57,688</b>	<b>\$ (47,088)</b>	<b>\$ 6,063,453</b>

Depreciation of \$74,329 was allocated to physical environment.

**NOTE E – INTERFUND ACTIVITY**

Transfers for the year ended September 30, 2019, consisted of the following:

<u>Transfers Out</u>	<u>Transfers In</u>		<u>Total</u>
	<u>General Fund</u>	<u>Capital Projects Fund</u>	
<b>General Fund</b>	\$ -	\$ 253,901	\$ 253,901
<b>Capital Projects</b>	50,000	-	50,000
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 253,901</b>	<b>\$ 303,901</b>

Transfers out of the General Fund were completed to fund various maintenance projects budgeted in the current year. Transfers out of the Capital Projects Fund was completed to return the unused funds to the General Fund.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE F – LONG-TERM LIABILITIES**

In September 2009, the District secured a revolving line of credit with Regions Bank (“Lender”), not to exceed \$100,000, at an interest rate of prime plus 1.0%, but never less than 4.75% per annum. The District will pay the interest on the loan in monthly installments and the principal amount on demand. The Note was issued to finance authorized District expenses or improvements. The District has renewed the line of credit multiple times, and it now has no maturity date. As of September 30, 2019, the line of credit has not been utilized by the District.

**NOTE G – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no claims or settled claims from these risks that have exceeded commercial insurance coverage in the past three years.

**NOTE H – HOMEOWNERS’ ASSOCIATION AGREEMENT**

In a prior year, the District established a maintenance cost sharing agreement with the Isles of Baytree Homeowners’ Association (“Association”). During the fiscal year ended September 30, 2008, the agreement was amended to include certain road resurfacing, gate house and lighting costs and adjusted the number of lots used in calculating certain contribution amounts. Under the terms of the agreement, the District will be reimbursed for certain shared costs. The reimbursements are recorded as revenue by the District. Revenue for the fiscal year ended September 30, 2019 was \$34,202.



Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Baytree Community Development District, as of and for the year ended September 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated May 11, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Baytree Community Development District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Baytree Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Baytree Community Development District's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Board of Supervisors  
Baytree Community Development District

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Baytree Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

May 11, 2020



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## MANAGEMENT LETTER

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

### Report on the Financial Statements

We have audited the financial statements of the Baytree Community Development District as of and for the year ended September 30, 2019, and have issued our report thereon dated May 11, 2020.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated May 11, 2020, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the previous financial audit report.

### Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Baytree Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Baytree Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

Fort Pierce / Stuart

To the Board of Supervisors  
Baytree Community Development District

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Baytree Community Development District. It is management's responsibility to monitor the Baytree Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2019.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

#### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

#### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam  
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

May 11, 2020





Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

We have examined Baytree Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2019. Management is responsible for Baytree Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Baytree Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Baytree Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Baytree Community Development District's compliance with the specified requirements.

In our opinion, Baytree Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2019.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

May 11, 2020

# SECTION C

# SECTION 1

**RESOLUTION 2020-03**

**THE ANNUAL APPROPRIATION RESOLUTION OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June 2020, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Baytree Community Development District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (the "Proposed Budget"), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set **August 5, 2020**, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BAYTREE COMMUNITY DEVELOPMENT DISTRICT;**

**Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the

District Treasurer and the office of the Recording Secretary, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That the District Manager's Proposed Budget, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2020 and/or revised projections for Fiscal Year 2021.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Treasurer and the District Recording Secretary and identified as "The Budget for Baytree Community Development District for the Fiscal Year Ending September 30, 2021", as adopted by the Board of Supervisors on **August 5, 2020**.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the Baytree Community Development District, for the fiscal year beginning October 1, 2020, and ending September 30, 2021, the sum of \$ 902,207 to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ <u>902,207</u>
TOTAL ALL FUNDS	\$ <u>902,207</u>

## **Section 3. Supplemental Appropriations**

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the

corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided that notification is made to the CDD Board Member responsible for the Budget within 7 days of the transfer, and such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 5<sup>th</sup> day of August, 2020.

ATTEST:

**BOARD OF SUPERVISORS OF  
THE BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/ Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

# **Baytree**

***Community Development District***



**Proposed Budget**

**FY 2021**

Presented by:



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**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
General Fund

Description	Adopted Budget FY2020	Actual thru 06/30/20	Projected Next 3 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<b>Revenues</b>					
Maintenance Assessments	\$853,142	\$839,633	\$13,509	\$853,142	\$853,142
Interest Income	\$0	\$1	\$0	\$1	\$0
Miscellaneous Income (IOB Cost Share Agreement)	\$40,223	\$20,702	\$20,112	\$40,814	\$41,065
Miscellaneous Income	\$8,000	\$3,409	\$1,136	\$4,545	\$8,000
<b>Total Revenues</b>	<b>\$901,365</b>	<b>\$863,745</b>	<b>\$34,757</b>	<b>\$898,502</b>	<b>\$902,207</b>

**Expenditures**

*Administrative*

Supervisor Fees	\$8,000	\$4,600	\$3,000	\$7,600	\$8,000
FICA Expense	\$612	\$352	\$225	\$577	\$612
Engineering	\$25,000	\$34,798	\$7,500	\$42,298	\$30,000
Assessment Administration	\$7,500	\$7,500	\$0	\$7,500	\$7,500
Attorney Fees	\$17,750	\$17,685	\$12,000	\$29,685	\$17,750
Annual Audit	\$3,400	\$3,185	\$0	\$3,185	\$3,185
Management Fees	\$40,938	\$30,704	\$10,235	\$40,938	\$42,166
Information Technology	\$5,300	\$1,200	\$400	\$1,600	\$2,800
Telephone	\$150	\$0	\$40	\$40	\$150
Postage	\$1,500	\$908	\$303	\$1,211	\$1,500
Insurance	\$13,970	\$13,665	\$0	\$13,665	\$15,100
Tax Collector Fee	\$13,980	\$0	\$13,980	\$13,980	\$13,980
Printing & Binding	\$1,700	\$625	\$208	\$834	\$1,700
Legal Advertising	\$1,200	\$1,602	\$934	\$2,537	\$1,200
Other Current Charges	\$1,700	\$528	\$176	\$704	\$1,700
Office Supplies	\$200	\$100	\$33	\$133	\$200
Property Taxes	\$250	\$248	\$0	\$248	\$250
Property Appraiser	\$234	\$234	\$0	\$234	\$234
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenses</b>	<b>\$143,559</b>	<b>\$118,109</b>	<b>\$49,034</b>	<b>\$167,143</b>	<b>\$148,202</b>

**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
General Fund

Description	Adopted Budget FY2020	Actual thru 06/30/20	Projected Next 3 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<u>Operation and Maintenance</u>					
Security Contract	\$172,306	\$128,385	\$43,921	\$172,306	\$172,306
Security - Speed Control	\$5,000	\$0	\$0	\$0	\$0
Gate Maintenance Contract	\$1,200	\$1,100	\$0	\$1,100	\$1,200
Maintenance - Gatehouse	\$10,000	\$6,342	\$2,500	\$8,842	\$10,000
Telephone/Internet - Gatehouse/Pool	\$11,000	\$10,708	\$3,569	\$14,277	\$14,500
Transponders	\$4,500	\$5,030	\$0	\$5,030	\$5,000
Field Management Fees	\$27,849	\$20,887	\$6,962	\$27,849	\$28,684
Electric	\$55,000	\$36,273	\$12,091	\$48,365	\$54,000
Water & Sewer	\$10,460	\$7,458	\$2,486	\$9,944	\$11,500
Gas	\$7,800	\$5,928	\$1,976	\$7,904	\$7,800
Trash Removal	\$0	\$0	\$101	\$101	\$404
Maintenance - Lakes	\$32,600	\$25,380	\$8,730	\$34,110	\$33,360
Maintenance - Landscape Contract	\$94,536	\$70,884	\$23,250	\$94,134	\$93,000
Maintenance - Additional Landscape	\$15,000	\$14,825	\$175	\$15,000	\$15,000
Maintenance - Pool	\$17,000	\$18,493	\$3,168	\$21,661	\$17,000
Maintenance - Irrigation	\$11,000	\$5,019	\$2,750	\$7,769	\$10,000
Maintenance - Lighting	\$15,000	\$777	\$3,750	\$4,527	\$9,000
Maintenance - Monuments	\$6,000	\$15	\$1,500	\$1,515	\$5,000
Maintenance - Fountain	\$700	\$562	\$175	\$737	\$700
Maintenance - Other Field (R&M General)	\$6,000	\$5,043	\$0	\$5,043	\$4,000
Maintenance - Recreation	\$1,500	\$230	\$1,270	\$1,500	\$1,500
Holiday Landscape Lighting	\$10,000	\$9,098	\$0	\$9,098	\$10,000
Operating Supplies	\$750	\$805	\$300	\$1,105	\$750
Sidewalk/Curb Cleaning	\$11,000	\$1,950	\$9,050	\$11,000	\$11,000
Miscellaneous	\$1,000	\$592	\$408	\$1,000	\$1,000
<b>O&amp;M Expenses</b>	<b>\$527,201</b>	<b>\$375,785</b>	<b>\$128,133</b>	<b>\$503,918</b>	<b>\$516,705</b>
<u>Reserves</u>					
Transfer Out - Capital Projects- Paving - Baytree	\$71,783	\$71,783	\$0	\$71,783	\$75,370
Transfer Out - Capital Projects - Paving - IOB Funds	\$23,453	\$23,453	\$0	\$23,453	\$24,630
Transfer Out - Capital Projects - Reserves	\$68,901	\$68,901	\$0	\$68,901	\$62,671
Transfer Out - Community Beautification Fund	\$45,265	\$45,265	\$0	\$45,265	\$45,265
Transfer Out - Rebalance First Quarter Operating	\$21,203	\$0	\$0	\$0	\$29,363
<b>Reserves</b>	<b>\$230,605</b>	<b>\$209,402</b>	<b>\$0</b>	<b>\$209,402</b>	<b>\$237,299</b>
<b>Total Expenses</b>	<b>\$901,365</b>	<b>\$703,296</b>	<b>\$177,167</b>	<b>\$880,463</b>	<b>\$902,206</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$0</b>	<b>\$160,448</b>	<b>(\$142,410)</b>	<b>\$18,039</b>	<b>\$0</b>

**Baytree**  
**Community Development District**  
**FISCAL YEAR 2021**

**REVENUES:**

**Maintenance Assessments**

The District will levy a non-ad valorem assessment on all taxable property within the Baytree Community Development District in order to pay for operating & maintenance expenditures for the fiscal year.

**Interest Income**

Represents estimated interest earnings from cash balances in the District's operating account with Wells Fargo and investments through US Bank.

**Miscellaneous Income (IOB Cost Share Agreement)**

Represents estimated earnings from Isles of Baytree.

**Miscellaneous Income**

Represents estimated earnings from the sale of security gate transponders, pool access cards and tennis court instructor fees.

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**EXPENDITURES**

**Administrative:**

**Supervisor Fees**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated \$200 per meeting. This amount for the fiscal year is based upon 5 Supervisors attending 8 monthly meetings.

**FICA Expense**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

**Engineering**

The District currently has a contract with Dewberry Engineers to provide engineering service to the District. The contract includes preparation for board meetings, contract specifications, bidding, etc.

**Assessment Administration**

Expenses related to administering the annual assessments on the tax roll with the Brevard County Tax Collector.

**Attorney Fees**

The District currently has a contract with Billing, Cochran, Lyles, Mauro & Ramsey, P.A. to provide legal counsel services. This contract includes preparation for board meetings, review of contracts, review of agreements and resolutions and other research as directed by the Board of Supervisors and the District Manager.

# **Baytree**

## **Community Development District**

### **FISCAL YEAR 2021**

#### **Annual Audit**

The District is required by Florida Statutes to arrange for an Independent audit of its financial records on an annual basis. The budget is based on the current rate for the annual audit.

#### **Management Fees**

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

#### **Information Technology**

The District incurs costs related to the District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

#### **Telephone**

Telephone and fax machine.

#### **Postage**

The District incurs charges for mailing Board meeting agenda packages, overnight deliveries, checks for vendors and other required correspondence.

#### **Insurance**

The District's general liability, public official's liability and property insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to government agencies.

#### **Tax Collector Fee**

Represents charges from Brevard County Tax Collector's office for administration of the tax collection process.

#### **Printing & Binding**

The District incurs charges for printing and binding agenda packages and printing computerized checks, correspondence, stationery, envelopes, photocopies and other printed material.

#### **Legal Advertising**

The District does most of its legal advertising in the Florida Today. Publication amount is based on prior years cost for advertising regular meetings, special meetings, public hearings, etc.

#### **Other Current Charges**

Bank charges and any other miscellaneous expenses incurred during the year.

#### **Office Supplies**

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

#### **Property Taxes**

Represents the estimated non-ad valorem assessment from Brevard County that will be charged to the District.

**Baytree  
Community Development District  
FISCAL YEAR 2021**

**Property Appraiser**

Represents the Brevard County Property Appraiser fee to cover the cost of processing and distributing of non-ad valorem assessment information.

**Dues, License & Subscriptions**

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175.

**Operation and Maintenance:**

**Security Contract**

The District currently has a contract with DSI Security Services to provide security service for the District.

DESCRIPTION	ANNUAL AMOUNT
REGULAR HOURS: CONTRACT COST OF \$19.43 PER HOUR FOR 356 DAYS	\$166,010
HOLIDAY HOURS: CONTRACT COST OF \$29.15 PER HOUR FOR 9 DAYS	\$6,296
	\$172,306

**Gate Maintenance Contract**

Represents annual contract amount from for maintenance of the automated gate entrance systems. The District currently has a contract with Access Control Technologies.

**Maintenance - Gatehouse**

Represents maintenance contract for gates, and any other maintenance cost the District may incur at the security gate house, i.e. plumbing, gate repairs, etc.

**Telephone/Internet - Gatehouse/Pool**

The District has a telephone at the front entrance for the security staff to make local calls. Additionally, the District has a phone line at the front and rear entrance for the automated gate access system, and an IP line at the front gate for the access system and the line for the emergency phone at the pool. The amount is based on projected monthly charges from AT&T.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
131679593      201 BAYTREE DR FRONT GATE (Internet)	\$55	\$660
321 254-0017 857 3148      201 BAYTREE DR FRONT GATE	\$650	\$7,800
321 751-1034 001 3145      630 BAYTREE DR BACK GATE	\$165	\$1,980
321 751-0214 454 3143      8207 NATIONAL DR POOL AREA	\$170	\$2,040
287673584      630 BAYTREE DR BACK GATE (Internet)	\$70	\$840
292703718      801 NATIONAL DRIVE	\$45	\$540
CONTINGENCY		\$400
		\$14,500

**Transponders**

Accounts for costs associated with purchasing new transponders to replace those purchased by residents.

# Baytree Community Development District FISCAL YEAR 2021

## Field Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide on-site field management of contracts for the District services such as landscape and lake maintenance. Services to include weekly onsite inspections, meetings with contractors and monitoring of utility accounts.

DESCRIPTION	WEEKLY AMOUNT	ANNUAL AMOUNT
FIELD MANAGEMENT FEES (GMS)	\$2,390	\$28,684
		<u>\$28,684</u>

## Electric

Represents costs for electric for projects such as streetlights, signs, electric for well pumps, guardhouse, entrance features, fountain and pool house. Florida Power & Light provides this service.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
00533-81406 8002 BRADWICK WAY # WALL	\$14	\$165
02781-39043 8207 NATIONAL DR # POOL HSE	\$550	\$6,600
04080-73153 609 BAYTREE DR # WALL	\$17	\$200
04396-25492 8205 NATIONAL DR # COURTS	\$50	\$600
09459-03086 8147 OLD TRAMWAY DR # ENTRANCE	\$20	\$240
11105-10375 7948 DAVENTRY DR # WALL	\$15	\$180
14771-79517 345 BAYTREE DR # PUMP	\$50	\$600
15604-14425 8005 KINGSWOOD WAY # FOUNTAIN	\$350	\$4,200
36008-52200 602 BAYTREE DR # SIGN	\$20	\$240
46619-40025 8253 OLD TRAMWAY DR # ENT SIGN	\$25	\$300
47131-19107 1409 SOUTHPOINTE CT# ENT SIGN	\$15	\$175
67950-66148 7951 DAVENTRY DR # PUMP STREET	\$50	\$600
724916-0156 7942 KINGSWOOD WAY #LIGHTS	\$20	\$240
73679-10572 201 BAYTREE DR # GRD HSE	\$135	\$1,620
83711-46575 8005 KINGSWOOD WAY # STREET LIGHTS	\$2,700	\$32,400
86596-45173 8005 KINGSWOOD WAY # PUMP	\$140	\$1,680
88573-27285 687 DEERHURST DR # PUMP	\$70	\$840
91260-64568 8128 OLD TRAMWAY DR # SIGN	\$15	\$180
99142-26460 8005 KINGSWOOD WAY# GATE	\$20	\$240
Contingency		<u>\$2,700</u>
		<u>\$54,000</u>

## Water & Sewer

Represents cost for water & sewer for expenses associated with the front guardhouse and community pool. City of Cocoa Utilities provides this utility service.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
121573-112400 201 BAYTREE DR #GUARDHOUSE	\$60	\$720
167895-118058 8207 NATIONAL DR #POOL	\$800	\$9,600
CONTINGENCY		<u>\$1,180</u>
		<u>\$11,500</u>

**Baytree  
Community Development District  
FISCAL YEAR 2021**

**Gas**

Represents cost of gas required for heating the community pool. Florida City Gas provides this utility service.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
2932702542	8205 NATIONAL DR POOL HEATER	\$600	\$7,200
	CONTINGENCY		\$600
			<u>\$7,800</u>

**Trash Removal**

Represents cost of trash removal services. Services are provided by Waste Management.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
	96 Gallon Trash Toter	\$34	\$404
			<u>\$404</u>

**Maintenance - Lakes**

The District currently has a contract with ECOR to maintain its 66.46 acres of lakes. Additional funds are allocated for the installation of grass carp and unanticipated lake maintenance.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
	LAKE MAINTENANCE	\$2,540	\$30,480
	NATURAL AREAS MANAGEMENT: CONTRACT COST OF \$480 BI-MONTHLY		\$2,880
			<u>\$33,360</u>

**Maintenance - Landscape Contract**

The District currently has a contract with Tropic Care, Inc. to maintain its 352,000 Square Feet of Landscaping.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
	LANDSCAPE MAINTENANCE	\$7,750	\$93,000
			<u>\$93,000</u>

**Maintenance - Additional Landscape**

Funding for trimming, replacement of trees/plants, and other routine landscape maintenance not covered under the landscape vendor contract.

**Baytree  
Community Development District  
FISCAL YEAR 2021**

**Maintenance - Pool**

The District has constructed a community swimming pool, which requires maintenance service five times per week.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
<b>VENDOR: BEACH POOLS</b>		
<b>POOL MAINTENANCE</b>		
SEPTEMBER THRU MAY - 3 DAYS/WEEK	\$625	\$5,625
JUNE THRU AUGUST - 5 DAYS/WEEK	\$800	\$2,400
CONTINGENCY - POOL REPAIRS		\$2,803
<b>VENDOR: COVERALL OF ORLANDO</b>		
JANITORIAL SERVICES	\$431	\$5,172
SUPPLIES		\$1,000
		\$17,000

**Maintenance - Irrigation**

Represents estimated cost for repairing irrigation line breaks, replacement of sprinklers, etc.

**Maintenance - Lighting**

Estimated cost for routine/replacement of fixtures.

**Maintenance - Monuments**

Estimated cost to pressure clean and paint monuments.

**Maintenance - Fountain**

The cost of providing preventative maintenance to the District fountains. The cost of service is \$175 per quarter.

**Maintenance - Other Field**

Miscellaneous costs related to additional pond work, cleaning storm drains, etc

**Maintenance - Recreation**

Estimated cost for routine maintenance for the District's recreational areas, such as paint, mulch, or repairs to playground area and nets, facility repair, or minor improvements to tennis court area.

**Holiday Landscape Lighting**

Estimated cost for installation of holiday lights and décor as well as supplies.

**Operating Supplies**

Purchase of supplies for the District's pool, gatehouse, etc.

**Sidewalk/Curb Cleaning**

Estimated cost for pressure washing the District-owned sidewalks throughout the community.



**Baytree**  
**Community Development District**  
**FISCAL YEAR 2021**

**Miscellaneous**

Any other miscellaneous expenses incurred during the year.

**Reserves:**

**Transfer Out - Capital Projects - Paving - Baytree/IOB**

The District has established a Pavement Management Fund in order to pay for resurfacing of roadways.

**Transfer Out - Capital Projects - Reserves**

Renewal and replacement costs such as replacement cost of the sidewalks, drainage repair, playground equipment, etc. See attached Capital Improvement Program Chart.

**Transfer Out - Community Beautification Fund**

Represents the assessments dedicated to the Community Beautification Fund.

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2021**  
**Capital Projects Reserve**

Description	Adopted Budget FY2020	Actual thru 06/30/20	Projected Next 3 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<b>Revenues:</b>					
Beginning Fund Balance	\$13,268	\$68,986	\$0	\$68,986	\$2,729
Paving Contributions	\$0	\$28,000	\$0	\$28,000	\$0
Transfer In - Baytree	\$68,901	\$68,901	\$0	\$68,901	\$62,671
Interest Income	\$100	\$13	\$4	\$17	\$100
<b>Total Revenues</b>	<b>\$82,269</b>	<b>\$165,899</b>	<b>\$4</b>	<b>\$165,904</b>	<b>\$65,500</b>
<b>Expenses:</b>					
Lake Bank Restoration/Evaluation	\$30,000	\$0	\$30,000	\$30,000	\$30,000
Sidewalk/Gutter Repair	\$13,500	\$15,712	\$0	\$15,712	\$10,000
Drainage Maintenance	\$6,500	\$1,275	\$0	\$1,275	\$8,000
Curb -Tree Trimming/Replacements	\$6,500	\$3,950	\$0	\$3,950	\$4,000
Recreation Area Improvements	\$0	\$0	\$0	\$0	\$10,000
Playground Replacement	\$21,400	\$9,629	\$0	\$9,629	\$0
Landscaping	\$0	\$7,800	\$0	\$7,800	\$0
Pool Heater Replacement	\$4,200	\$3,928	\$0	\$3,928	\$0
Pool Refurbishing	\$0	\$23,320	\$0	\$23,320	\$0
Landscape Lighting	\$0	\$4,532	\$0	\$4,532	\$0
Pavillion Parking	\$0	\$43,899	\$0	\$43,899	\$0
Bank Fees	\$0	\$75	\$25	\$100	\$0
Capital Outlay	\$0	\$16,330	\$2,700	\$19,030	\$0
<b>Total Expenses</b>	<b>\$82,100</b>	<b>\$130,450</b>	<b>\$32,725</b>	<b>\$163,175</b>	<b>\$62,000</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$169</b>	<b>\$35,450</b>	<b>(\$32,721)</b>	<b>\$2,729</b>	<b>\$3,500</b>

**Baytree CDD - Capital Improvement Program**

<b>Project Description</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Lake Bank Restoration	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Sidewalk /Gutter Repair	\$ 13,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 14,500
Drainage Maintenance	\$ 10,000	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000
Curb - Tree Trimming/Replacements	\$ 6,500	\$ 4,000	\$ 6,500	\$ 6,500	\$ 6,500
Recreational Area Improvements	\$ -	\$ 10,000	\$ -	\$ -	\$ -
Tennis Court Surface	\$ -	\$ -	\$ -	\$ -	\$ -
Playground	\$ 21,400	\$ -	\$ -	\$ -	\$ -
Pool Heater	\$ 4,200	\$ -	\$ -	\$ -	\$ -
Pool Furniture	\$ -	\$ -	\$ -	\$ -	\$ -
LED Gate Arms	\$ -	\$ -	\$ -	\$ -	\$ -
Rear Gate Camera System	\$ -	\$ -	\$ -	\$ -	\$ -
Pavilion Parking	\$ -	\$ -	\$ -	\$ -	\$ -
Gate Operators	\$ -	\$ -	\$ 40,000	\$ -	\$ -
<b>Total</b>	<b>\$ 85,600</b>	<b>\$ 62,000</b>	<b>\$ 96,500</b>	<b>\$ 56,500</b>	<b>\$ 61,000</b>

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2021**  
**Pavement Management**

Description	Adopted Budget FY2020	Actual thru 06/30/20	Projected Next 3 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<b>Revenues:</b>					
Beginning Fund Balance	\$222,635	\$222,640	\$0	\$222,640	\$278,788
Transfer In - Baytree	\$71,783	\$71,783	\$0	\$71,783	\$75,370
Transfer In - IOB	\$23,453	\$23,453	\$0	\$23,453	\$24,630
Interest Income	\$75	\$57	\$20	\$77	\$75
<b>Total Revenues</b>	<b>\$317,946</b>	<b>\$317,933</b>	<b>\$20</b>	<b>\$317,953</b>	<b>\$378,863</b>
<b>Expenses:</b>					
Roadway Paving	\$0	\$39,165	\$0	\$39,165	\$0
<b>Total Expenses</b>	<b>\$0</b>	<b>\$39,165</b>	<b>\$0</b>	<b>\$39,165</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$317,946</b>	<b>\$278,768</b>	<b>\$20</b>	<b>\$278,788</b>	<b>\$378,863</b>

	CARRY FORWARD SPLIT
BAYTREE	\$255,335      \$330,780
IOB	\$23,453      \$48,083
	\$278,788      \$378,863

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2021**  
**Community Beautification**

Description	Adopted Budget FY2020	Actual thru 06/30/20	Projected Next 3 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<b>Revenues:</b>					
Beginning Fund Balance	\$1,281	\$1,894	\$0	\$1,894	\$12,859
Transfer In - Baytree	\$45,265	\$45,265	\$0	\$45,265	\$45,265
<b>Total Revenues</b>	<b>\$46,546</b>	<b>\$47,159</b>	<b>\$0</b>	<b>\$47,159</b>	<b>\$58,124</b>
<b>Expenses:</b>					
Bank Fees	\$150	\$150	\$0	\$150	\$150
Beautification Projects	\$45,000	\$33,900	\$0	\$33,900	\$0
Contingency	\$0	\$175	\$75	\$250	\$0
<b>Total Expenses</b>	<b>\$45,150</b>	<b>\$34,225</b>	<b>\$75</b>	<b>\$34,300</b>	<b>\$150</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$1,396</b>	<b>\$12,934</b>	<b>(\$75)</b>	<b>\$12,859</b>	<b>\$57,974</b>

# Baytree

## Community Development District

### O&M Assessment Calculation

	FY 2020	FY 2021	
Net Assessments	\$853,142	\$853,142	
Discounts (4%)	\$35,691	\$35,691	
Gross Assessments	\$888,833	\$888,833	
Less : Golf Course (2.25%)	\$19,999	\$19,999	
Adjusted Gross	\$868,834	\$868,834	
Assessable Units:			
Phase 1	304	304	
Phase 2	157	157	
Total	461	461	
			Change From
			2020
Per Unit O & M Assessments	\$1,884.67	\$1,884.67	(\$0.00)

FY 2021 Baytree CDD Assessments	Phase 1	Phase 2
Per Unit O & M	\$1,885	\$1,885

**Isles of Baytree**  
**Baytree Roadway Maintenance Cost Sharing Agreement**  
**Proposed Budget FY2021**

	<b>FY21 Proposed Budget</b>
Security	\$172,306
Maintenance - Gatehouse/Agreement	\$11,200
Telephone - Gatehouse	\$14,500
Utilities <sup>1</sup>	\$5,340
Maintenance - Lighting	\$250
Capital Reserve - Paving Management <sup>2</sup>	\$24,630
<b>Total</b>	<b>\$228,226</b>
Less: Golf Course Contribution (2.25%)	(\$5,135)
 Total to be assessed To Baytree CDD & Isles of Baytree HOA	 \$223,091
 Total Number of Lots	
Baytree Phase I	304
Baytree Phase II	157
Isles of Baytree	104
	565
 Total Per Lot Assessment	 \$395
Total Expenses divided by Total Units	
 Proposed Amount for Isles of Baytree HOA for FY21	 \$41,065

**Notes**

**Total Utilities**

201 Baytree Drive Guardhouse	\$3,360
201 Baytree Drive Guardhouse - Water	\$480
8005 Kingswood Way - Street Lights	\$1,500
	\$5,340

Capital Reserve Calculation is based on the following areas:

Baytree Boulevard  
National Drive  
Kingswood Drive

Total Area of Pavement	89,711
IOB Shared Roadway Area	22,093
Fraction of Shared Roadways	24.63%
 Total Projected FY21 Paving Management	 \$100,000
IOB Shared Cost	\$24,630

**Baytree**  
**Community Development District**  
**Exhibit " A "**  
**Allocation of Operating Reserve**

<b>Allocation of Operating Reserves</b>	
<b><u>Estimated Funds Available</u></b>	
Beginning Fund Balance - Fiscal Year 2020	\$81,774
Projected Fiscal Year 2020 Excess (Deficit)	<u>\$18,039</u>
<b>Total Estimated Funds Available First Quarter Operating Reserve- 9/30/20</b>	<b><u>\$99,813</u></b>
Rebalance First Quarter Operating - FY 21	<u>\$29,363</u>
<b>Total First Quarter at 9/30/20</b>	<b><u>\$129,176</u></b>
<b><u>Allocation of Reserves</u></b>	
Estimated Capital Reserve Fund Balance (Carry forward Plus New FY21 Funds)	\$65,400
Estimated Beautification Fund Balance (Carry forward Plus New FY21 Funds)	<u>\$58,124</u>
<b>Total Reserves for Capital Projects (Start of FY21)</b>	<b><u>\$123,524</u></b>



## SECTION 2

**RESOLUTION 2020-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE BAYTREE COMMUNITY DEVELOPMENT  
DISTRICT IMPOSING SPECIAL ASSESSMENTS  
AND CERTIFYING AN ASSESSMENT ROLL;  
PROVIDING A SEVERABILITY CLAUSE; AND  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Baytree Community Development District (the "District") is a local unit of special-purpose government established by ordinance of the **Board of County Commissioners in Brevard County, Florida**, for the purpose of providing operating and maintaining infrastructure improvements, facilities and services to the lands within the District and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted Improvement Plan and Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors (Board) of the District hereby determines to undertake various operations and maintenance activities described in the District's budget for Fiscal Year 2021, attached hereto as Exhibit "A" and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District's budget for Fiscal Year 2021; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the district; and

**WHEREAS**, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefited lands within the District; and

**WHEREAS**, the District has previously levied assessments for debt service, which the District desires to continue to collect on the tax roll pursuant to the Uniform Method and which is also indicated on Exhibit "A"; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments are placed on the tax roll and collected by the local tax collector ("Uniform Method"); and

**WHEREAS**, the District has previously evidenced its intention to utilize this Uniform Method; and

**WHEREAS**, the District Manager has caused notice of the public hearing on special assessments to be given by publication pursuant to Section 197.3632 (4)(b), Florida Statute; and

**WHEREAS**, the District has approved an agreement with the Property Appraiser and Tax Collector of **Brevard County** to provide for the collection of the special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the **Baytree** Community Development District (the "Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the **Brevard County** Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the **Brevard County** Tax Collector by this Resolution, as the Property Appraiser updates the property roll for **Brevard County**, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD  
OF SUPERVISORS OF THE BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT.** The provision of the services, facilities, and operations as described in Exhibit "A" confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands are shown in Exhibit "A."

**SECTION 2. ASSESSMENT IMPOSITION.** A special assessment for operation and maintenance as provided for in Chapters 190 and 197, Florida Statutes, is hereby imposed and levied on benefited lands within the District in accordance with Exhibit "A".

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments for the platted lots shall be at the same time and in the same manner as **Brevard County** taxes in accordance with the Uniform Method. The District shall also collect its previously levied debt service assessments on platted lots pursuant to the Uniform Method, as indicated on Exhibit "A" Assessments levied on undeveloped, un-platted lands shall be collected in accordance with Florida law.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as Exhibit "B," is hereby certified to the **Brevard County** Tax Collector and shall be collected by **Brevard County** Tax Collector in the same manner and time as Brevard County taxes. The proceeds therefrom shall be paid to the **Baytree** Community Development District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep appraised of all updates made to the **Brevard County** property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the **Brevard County** property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the **Baytree** Community Development District.

**PASSED AND ADOPTED** this 5<sup>th</sup> day of August, 2021.

ATTEST:

**BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/ Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

# SECTION D

**NOTICE OF MEETING DATES  
BAYTREE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Baytree Community Development District* will hold their regularly scheduled public meetings for the **Fiscal Year 2021** at **1:30 PM at the Baytree National Golf Links Meeting Room, 8207 National Drive, Melbourne, FL 32940** as follows:

**October 7, 2020**  
**Workshop: November 10, 2020 – 10:00 AM**  
**Exception: December 2, 2020 – 6:00 PM – IOB Clubhouse**  
**Workshop: January 12, 2021 – 10:00 AM**  
**February 3, 2021**  
**Workshop: March 9, 2021 – 10:00 AM**  
**April 7, 2021**  
**May 5, 2021**  
**June 2, 2021**  
**Workshop: July 13, 2021 – 10:00 AM**  
**Exception: August 4, 2021 – 12:00 pm**

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained from the District Manager, at 219 E. Livingston Street, Orlando, FL 32801.

A meeting may be continued to a date, time, and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

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

# SECTION E

*Items 1 – 3 will be provided  
under separate cover*



# SECTION F

## RESOLUTION 2020-05

### **A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC**

**WHEREAS**, the COVID-19 pandemic has significantly impacted the Baytree Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

**WHEREAS**, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

**WHEREAS**, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

**WHEREAS**, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific

public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

**WHEREAS**, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-139, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until June 30, 2020; and

**WHEREAS**, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

**WHEREAS**, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

**WHEREAS**, on May 6, 2020 and on June 3, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

**WHEREAS**, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meeting(s) held via media communications technology on May 6, 2020 and June 3, 2020; and

**WHEREAS**, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including,

but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

**WHEREAS**, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and June 30, 2020, was necessary to properly conduct the business of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

**Section 2.** Those actions taken by the District Board of Supervisors at its meetings held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on May 6, 2020 and June 3, 2020, are hereby ratified and approved.

**Section 3.** Any use by the District between March 1, 2020 and June 30, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

**Section 4.** All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to

be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

**Section 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2020, by the Board of Supervisors of the Baytree Community Development District.

**BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair

# SECTION V

# SECTION A

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start	Estimated Completion	Comments/Estimated Completion
1	Gate System on Pool Facility	Viasalyers	<b>COMPLETE</b>	4/3/19			Main work is complete. awaiting facility full reopening information prior to sending out new keys to residents.
2	Kingswood Way Drainage	Viasalyers	<b>COMPLETE</b>	6/5/19			<b>COMPLETE</b>
3	Lake 1 Access/2020 Lake Bank Repair	Viasalyers	Ongoing	6/5/19			Awaiting Final Vendor Schedule - Estimate Q4 2020
4	Recreation Area Improvements	Showe/Viasalyers	Ongoing	7/9/20			To be discussed by Board for Recommendations
5	Gatehouse Improvements	Viasalyers	Ongoing	7/9/20			To be discussed by Board for Recommendations
6	Beatification Fund Plans for FY 21	Viasalyers	Ongoing	7/9/20			To be discussed by Board for Recommendations



# SECTION B

# SECTION 1

## MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
District Counsel

DATE: July 22, 2020

RE: 2020 Legislative Update – Updated and Revised

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As District Counsel, throughout the year we continuously monitor pending legislation that may be applicable to the governance and operation of our Community Development District and other Special District clients. It is at this time of year that we summarize those legislative acts that have become law during the most recent legislative session, as follows:

**1. Chapter 2020-077, Laws of Florida (SB 1466).** This legislation pertains to government accountability and amends Sections 189.031 and 190.007, F.S. to specify (i) those conditions under which board members and public employees of special districts and community development districts, respectively, do not abuse their public positions under Article II, section 8(h)(2) of the Florida Constitution when the board member or public employee commits an act or omission that is authorized under Sections 112.313 (7), (12), (15), or (16), or Section 112.3143(3)(b), and (ii) that an abuse of a board member's position does not include any act or omission in connection with a vote when the board member has followed the procedures required by Section 112.3143. The act also amends Section 189.069, which requires special districts to maintain a website, to allow the district to provide a link to the district's audit report on the Auditor General's website rather than posting the audit report for the most recent completed fiscal year in its entirety, and removes the requirement that the public facilities report be posted on the website. The act clarifies that the agenda for each meeting or workshop shall be posted on the website for at least seven days prior to such meeting or workshop and removes the requirement that any meeting materials available in electronic format also be posted. This act takes effect on July 1, 2020.

**2. Chapter 2020-154, Laws of Florida (HB 279).** Special districts, counties, municipalities, and other political subdivisions are required to competitively bid projects to construct or improve a public building or structure if the projected cost of the project exceeds \$300,000 and for electrical work estimated to cost more than \$75,000. This act provides direction with respect to calculating the estimated cost of a project for purposes of Section 255.20, Florida Statutes, by clarifying that the estimated project cost shall include all costs associated with performing and completing the work, including employee compensation and benefits, the cost of equipment and maintenance, insurance costs, and the cost of direct materials to be used in the construction of the project including those materials to be directly purchased by the local government, and other direct costs, plus a factor of 20% for management, overhead and other indirect costs. The act also amends Section 218.80, F.S., to require that local government issuing bid documents or other requests for proposals disclose in such documents a list of other governmental entities that may have additional permits or fees generated by the project. If such

entities, permits or fees are not disclosed in the bidding documents or other requests for proposal or a contract between the local government and the contractor, such fee shall not be assessed or collected after the contract is let. The effective date of this legislation is July 1, 2020

**3. Chapter 2020-127, Laws of Florida (HB 441/SB 506).** This act pertains specifically to “continuing contracts” as that term is utilized in the Consultants’ Competitive Negotiation Act, Section 287.055, F.S. The act amends Section 287.055, F.S., to amend the definition of “continuing contract” with respect to contracts for professional services to authorize such contracts where the estimated construction cost of each individual project under the continuing contract does not exceed \$4 million (formerly \$2 million) and where the fee for professional services for each individual study activity under the continuing contract does not exceed \$500,000 (increased from \$200,000 dollars). The act also amends Section 255.103 (4), F.S. to increase the threshold amount from \$2 million to \$4 million dollars for each project in which a governmental entity is authorized to enter into a continuing contract for construction management or program management. The effective date of this act is July 1, 2020.

**4. Chapter 2020- \_\_, Laws of Florida (HB 101).** This act amends Sections 218.735, 255.05 and 255.078, F.S., to change the amount of retainage that may be withheld from progress payments for any state and local government construction services contracts, including those in which a special district is a party. The law previously limited retainage that could be withheld to 10% per progress payment where the contract is more than \$200,000. The law changes the maximum amount of retainage per progress payment to 5%. This act shall take effect on October 1, 2020.

**5. Chapter 2020- \_\_, Laws of Florida (HB 7009).** Florida voters approved Amendment 12 during the 2018 General Election, amending Article II, Section 8 of the Florida Constitution to provide a constitutional prohibition on public officers and public employees abusing their positions in order to obtain a “disproportionate benefit” for themselves or others. This legislation has the effect of reenacting provisions of the Florida Code of Ethics that provide penalties for violations of the Code of Ethics and further provides for statutory penalties applicable to Article II, Section 8 (h)(2) of the Florida Constitution. As a result, the Florida Commission on Ethics recently enacted rules implementing this provision and further defining “disproportionate benefit” as a benefit, privilege, exemption or result arising from an act or omission by public office or public employee inconsistent with the proper performance of his or her duties. The rule enacted by the Florida Commission on Ethics also describes the requisite intent for finding a violation of this provision if the public officer or public employee acted, or refrained from acting, with wrongful intent for the purpose of obtaining any benefit, privilege, exemption or result from the act or omission which is inconsistent with the proper performance of his or her public duties. The effective date of this legislation is December 31, 2020.

**6. Chapter 2020-149, Laws of Florida (SB 664).** This act pertains to employment eligibility and creates Section 448.095, F.S. to require public employers, contractors, and subcontractors to register with and use the E-Verify system to prohibit such entities from entering into a contract with a government entity unless each party to the contract registers with and uses the E-Verify system, and requires private employers to also verify the employment eligibility of newly hired employees beginning on a specified date. The requirements contained herein are

scheduled to take effect on July 1, 2020. Our special district clients will need to include this E-Verify requirement when entering into construction and service contracts and otherwise pursuant to this Section 448.095, F.S.

**7. Chapter 2020- 058, Laws of Florida, (HB 637/SB 1066).** Impact fees are imposed by counties, municipalities and special districts to fund local public infrastructure that is needed to meet the demands accompanying population growth caused by development. Impact fees are imposed by ordinance and the impact fee amount is required to have a rational nexus to the need for additional capital facilities and to the expenditures of funds collected and the benefits accruing to the new construction. This act relates to impact fees and amends Section 163.318(01), F.S. to prohibit new or increased impact fees from applying to current or pending permit applications submitted prior to the effective date of an ordinance or resolution imposing a new or increased impact fee. Accordingly, this act limits the ability of a local government to increase impact fees when permit applications are submitted prior to the effective date of an ordinance or resolution imposing a new impact fee. The act further clarifies that impact fee credits are assignable and transferrable any time after the establishment from one development or parcel to any other that is within the same impact fee zone or impact fee district or that is within an adjoining impact fee zone or impact fee district within the same local government jurisdiction and receives benefits from the improvement or contribution that generated the credits. The effective date of this act is July 1, 2020.

**8. Chapter 2020-119, Laws of Florida, (HB 579/SB 178).** This act creates Section 161.551, F.S. and relates to the public financing of construction projects within the coastal building zone. The act requires sea level impact projection studies prior to the beginning of construction, requires the Department of Environmental Protection to develop study standards, publish studies on its website, enforce the requirements and adopt rules related thereto. This act appears to apply only to public entities that commission or manage construction projects utilizing funds appropriated from the State of Florida. This act is scheduled to take effect on July 1, 2020.

**9. Chapter 2020-150, Laws of Florida (HB 1343/SB 712).** This act makes numerous changes to current laws relating to water quality improvements, septic systems, basin management action plans, stormwater management, sanitary sewer overflows, and wastewater project plans. The act could result in an increase in the number of required site monitoring visits, water quality improvements costs, water quality monitoring, and monitoring of total maximum daily loads, and will likely primarily impact the development approval process. This act takes effect on July 1, 2020, and pertains primarily to the effort to reduce sewage and sewage related waste from being disposed of into the stormwater systems.

**10. Chapter 2020-\_\_\_, Laws of Florida (SB 7004).** This act relates to public records and amends Section 197.3225, F.S. to maintain the public record exemption for taxpayer email addresses, where such email addresses are held by tax collectors for certain tax notice purposes. This public records exemption was scheduled to expire on October 2, 2020, but that schedule for the repeal of this exemption has been removed. This act will take effect on October 1, 2020.

**11. Chapter 2020-114, Laws of Florida (HB 5003).** This act implements the 2020/21 General Appropriations Act, and contains provisions establishing the local government efficiency

task force within the legislature to review the governance structure and function of local governments and make recommendations on any changes that may be necessary to make such local governments more efficient. The legislation specifies the task force membership, authorizes the task force to conduct meetings, and requires the task force to submit a report to the Governor and the Florida Legislature by June 1, 2021. This act is effective July 1, 2020. It is unclear how this will affect special districts, but we will continue to monitor over the next year and will advise our special district clients accordingly.

**12. Chapter 2020-021, Laws of Florida (SB 7018).** This act pertains to essential state infrastructure and expands special treatment for the utility industry. Pursuant to Section 337.401, F.S., the Department of Transportation (DOT) and each local government having control of public roads or publicly owned rail corridors is authorized to prescribe and enforce reasonable rules and regulations pertaining to the placement and maintenance of utility facilities within the rights-of-way under its jurisdiction. This act expands the expedited permitting process to include right-of-way permits for electric, natural gas, water and sewer facilities, and other utilities. The Act also creates Section 338.236, F.S to allow for staging areas to be activated during a declared state of emergency at key geographic locations on Florida's Turnpike system. The bill further promotes electric vehicle (EV) charging station infrastructure by providing for the establishment of a recommended plan for EV charging station infrastructure, requires the DOT to coordinate, develop, and recommend a master plan for the implementation of EV charging station infrastructure along the State Highway System. Finally, the bill addresses conservation easements to indicate that owners of land are not restricted from negotiating the use of lands traditionally used for agriculture that are the subject of a conservation easement for any private or public linear facility, right of access, and related appurtenances. The effective date of this legislation is July 1, 2020.

**13. Chapter 2020- \_\_, Laws of Florida (HB 133).** This act requires counties and permits municipalities to establish maximum rates for the towing and immobilization of vessels, as well as vehicles. The act further requires that tow-away zone notices be placed within ten (10) feet of the road, as defined in Section 334.03 (22), F.S. instead of within five (5) feet of the public right-of-way line, as was formerly permitted. This act becomes effective on October 1, 2020.

For convenience, we have included copies of the legislation referenced in this memorandum. We request that you include this memorandum as part of the agenda packages for upcoming meetings of the governing boards of those special districts in which you serve as the District Manager and this firm serves as District Counsel. For purposes of the agenda package, it is not necessary to include the attached legislation, as we can provide copies to anyone requesting the same. Copies of the above are also accessible by visiting this link: <http://laws.flrules.org/>.

## SECTION 2

*This item will be provided under  
separate cover*



# SECTION 3

**Baytree Community Development District**  
219 E Livingston St, Orlando Florida 32801

**Memorandum**

**DATE:** August 5<sup>th</sup>, 2020

**TO:** Jason Showe **via email**  
District Manager

**FROM:** William Viasalyers  
Field Services Manager

**RE:** Baytree CDD Monthly Managers Report – August 5<sup>th</sup>, 2020

The following is a summary of activities related to the field operations of the Baytree Community Development District.

**Lakes:**

1. Ecor Aquatic contractor continues to work on the lakes addressing any issues.

**Landscaping:**

1. Staff continues to meet with Tropic Care every other week to do landscape inspections.
2. Tropic Care installed the quarterly annuals.
3. Landscaping enhancements around guardhouse-Complete
4. Tropic Care cleaned up foliage and trimmed trees back along Baytree Dr heading out to Interlachen
5. Multiple irrigation issues have been resolved.
6. TropicCare cleaned up foliage next to 620 Baytree Dr on CDD property

**Pool:**

1. The pool area is being maintained with no current issues
2. Staff worked with vendor to install speaker at pool for guards to communicate from guard shack
3. ACT completed new access card install on both pool gates

**Other:**

1. Staff got 96 gallon garbage can placed next to guard parking area

2. Landscaping project next to SCCU bank-Complete
3. Staff replaced golf cart crossing signs as requested by board
4. Staff worked with Modern to upgrade graphics card in guardhouse to help with pending connection issues, and video footage
5. Staff worked to get new LED landscape light for back entrance monument
6. Staff worked with vendor to complete back monument stone and letter upgrade
7. Staff installed new hose bib in fountain to help with low water levels
8. Staff replaced flags at both front and back entrances

Should you have any questions please call me at 407-451-4047

Respectfully,

William Viasalyers

# SECTION VI

# SECTION A

# Baytree Community Development District

## Summary of Check Register

May 28, 2020 to July 27, 2020

Fund	Date	Check No.'s	Amount
General Fund - Wells Fargo	6/1/20	53710-53714	\$ 8,202.33
	6/5/20	53715-53717	\$ 13,587.08
	6/17/20	53718-53726	\$ 22,469.71
	6/26/20	53727-53728	\$ 7,020.72
	7/1/20	53729-53731	\$ 3,521.21
	7/2/20	53732-53733	\$ 151,815.60
	7/8/20	53734	\$ 6,156.16
	7/15/20	53735-53738	\$ 8,543.76
			\$ 221,316.57
General Fund - Sun Trust	7/27/20	1-6	\$ 20,193.56
			\$ 20,193.56
Capital Projects Fund	6/1/20	104	\$ 2,250.00
	6/17/20	105	\$ 16,330.00
	7/1/20	106	\$ 1,627.00
	7/27/20	107	\$ 2,700.00
			\$ 22,907.00
Payroll	<u>June 2020</u>		
	Carolyn E. Witcher	50459	\$ 184.70
	Gilbert M. Mills Jr.	50460	\$ 184.70
	Jerome S. Darby	50461	\$ 184.70
	Richard C Bosseler	50462	\$ 184.70
	Richard L. Brown	50463	\$ 184.70
	<u>July 2020</u>		
	Gilbert M. Mills Jr.	50464	\$ 184.70
	Jerome S. Darby	50465	\$ 184.70
	Richard C Bosseler	50466	\$ 184.70
	Richard L. Brown	50467	\$ 184.70
			\$ 266,079.43

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
6/01/20	00223	5/18/20	349807	202005	310-51300-32200	ANNUAL AUDIT - FY19	BERGER, TOOMBS, ELAM, GAINES, & FRANK	*	3,185.00	3,185.00
6/01/20	00004	4/30/20	162280	202004	310-51300-31500	REVIEW/CORRES/AGREEMENTS	BILLING, COCHRAN, LYLES, MAURO & RAMSEY	*	1,687.50	3,185.00
6/01/20	00200	5/20/20	1822119	202005	320-53800-34500	SECURITY 05/14-05/20/20	DOTHAN SECURITY INC	*	3,264.24	1,687.50
6/01/20	00008	5/19/20	7-014-74	202005	310-51300-42000	DELIVERIES 05/09 & 05/14	FEDEX	*	51.09	3,264.24
6/01/20	00052	5/19/20	648209	202005	320-53800-47600	LED-HYBRID A&B LED 05/19	FLORIDA BULB & BALLAST INC.	*	14.50	51.09
6/05/20	00012	5/19/20	1927447	202004	310-51300-31100	ENG/CONSTR SRVCS APR20	ATKINS	*	699.75	14.50
6/05/20	00200	5/27/20	1822131	202005	320-53800-34500	SECURITY 05/21-05/27/20	DOTHAN SECURITY INC	*	3,497.52	699.75
6/05/20	00021	6/01/20	373	202006	310-51300-34000	MANAGEMENT FEES-JUN20		*	3,411.50	3,497.52
6/01/20	373	202006	310-51300-35100	INFORMATION TECH-JUN20				*	133.33	3,411.50
6/01/20	373	202006	310-51300-51000	OFFICE SUPPLIES				*	13.22	133.33
6/01/20	373	202006	310-51300-42000	POSTAGE				*	12.00	13.22
6/01/20	374	202006	320-53800-34000	FIELD MANAGEMENT-JUN20				*	2,320.75	12.00
6/01/20	374	202006	320-53800-49000	HOME DEPOT, ACE HARDWARE				*	17.17	2,320.75
GOVERNMENTAL MANAGEMENT SERVICES										
									5,965.57	053716

BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	..CHECK..
DATE		EXPENSED TO								AMOUNT	AMOUNT
6/17/20	00047	5/31/20	202005	320-53800	-41100			GATE REPAIR 05/27/20	*	436.50	436.50
6/17/20	00019	6/01/20	202006	320-53800	-46200			ACCESS CONTROL TECHNOLOGIES	*	625.00	436.50 053718
6/17/20	00004	5/31/20	202005	310-51300	-31500			BEACH POOL SERVICE	*	3,442.50	625.00 053719
6/17/20	00193	6/01/20	202006	320-53800	-46200			BILLING, COCHRAN, LYLES, MAURO&RAMSEY	*	431.00	3,442.50 053720
6/03/20	15800168	202005	320-53800	-46200				POOL JANITORIAL JUN20	*	151.00	
6/17/20	00200	6/10/20	202006	320-53800	-34500			COVERALL NORTH AMERICA, INC DBA	*	3,264.24	582.00 053721
6/17/20	00039	5/07/20	202005	320-53800	-47000			DOTHAN SECURITY INC	*	2,540.00	3,264.24 053722
5/14/20	374364	202005	320-53800	-47000				AQUATIC WEED CNTL - MAY20	*	480.00	
6/17/20	00008	6/02/20	202005	310-51300	-42000			ECOR INDUSTRIES	*	174.47	3,020.00 053723
6/17/20	00210	6/12/20	202006	320-53800	-46900			FEDEX	*	175.00	174.47 053724
6/17/20	00016	5/15/20	202005	320-53800	-47300			FOUNTAIN DESIGN GROUP	*	3,000.00	175.00 053725
6/01/20	42264	202006	320-53800	-47300				TRIM HEDGE 05/14/20	*	7,750.00	
6/17/20	00200	6/17/20	202006	320-53800	-34500			TROPIC-CARE OF FLORIDA, INC.	*	3,264.24	10,750.00 053726
6/24/20	1822206	202006	320-53800	-34500				SECURITY 06/11-06/17/20	*	3,264.24	
								SECURITY 06/18-06/24/20	*	6,528.48	6,528.48 053727



CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#	AMOUNT
6/26/20	00023	5/31/20	00033667	202005	310-51300-48000			BOS CANDIDATES 05/22/20	*	149.19		
		5/31/20	00033667	202005	310-51300-48000			BOS MTG NOTICE 06/03/20	*	343.05		
								FLORIDA TODAY				492.24 053728
7/01/20	00012	6/16/20	1929311	202005	310-51300-31100			GENERAL ENGINEERING MAY20	*	785.00		
		6/16/20	1929312	202005	310-51300-31100			WO 2020-2/LAKE BANK-MAY20	*	800.00		
								ATKINS				1,585.00 053729
7/01/20	00008	6/23/20	7-046-69	202006	310-51300-42000			DELIVERY 06/13/20	*	36.21		
								FEDEX				36.21 053730
7/01/20	00021	6/18/20	377	202006	320-53800-49000			POOL STORAGE CLOSET	*	950.00		
		6/18/20	378	202006	320-53800-49000			CLEANING STORM WATER SYS	*	950.00		
								GOVERNMENTAL MANAGEMENT SERVICES				1,900.00 053731
7/02/20	00002	7/02/20	070220	202007	300-10100-10300			TXFER WELLS TO SUNTRUST	*	150,000.00		
								BAYTREE CDD				150,000.00 053732
7/02/20	00053	6/09/20	332-4693	202006	320-53800-49000			GOLF CART IMAGE/CROSS	*	1,781.40		
		6/23/20	332-4699	202006	320-53800-49000			NO TRUCKS ALLOWED PRINT	*	34.20		
								FASTSIGNS				1,815.60 053733
7/08/20	00021	7/01/20	375	202007	310-51300-34000			MANAGEMENT FEES - JUL20	*	3,411.50		
		7/01/20	375	202007	310-51300-35100			TECHNOLOGY FEES - JUL20	*	133.33		
		7/01/20	375	202007	310-51300-51000			OFFICE SUPPLIES	*	1.65		
		7/01/20	375	202007	310-51300-42000			POSTAGE	*	32.84		
		7/01/20	375	202007	310-51300-42500			COPIES	*	7.65		
		7/01/20	376	202007	320-53800-34000			FIELD MANAGEMENT - JUL20	*	2,320.75		
		7/01/20	376	202007	320-53800-51100			HOMEDPOT/WALMART/COGGIN	*	248.44		
								GOVERNMENTAL MANAGEMENT SERVICES				6,156.16 053734

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT
7/15/20	00047	5/31/20	202005	320-53800-41100				GATE REPAIR 05/15/20	*	240.00	240.00 053735
7/15/20	00019	7/01/20	202007	320-53800-46200				POOL MAINTENANCE - JUL20	*	625.00	625.00 053736
7/15/20	00193	5/18/20	202004	320-53800-46200				SPECIAL CLEAN 04/11-05/11	*	162.00	
6/29/20	15800174	202005	320-53800-46200					SPECIAL CLEAN 05/11-06/11	*	324.00	
7/01/20	15800172	202007	320-53800-46200					POOL JANITORIAL - JUL20	*	431.00	
7/15/20	00200	7/01/20	202006	320-53800-34500				COVERALL NORTH AMERICA, INC DBA	*	917.00	917.00 053737
7/08/20	1822262	06/25-07/01/20	SECURITY	06/25-07/01/20					*	3,264.24	
		07/02-07/08/20	SECURITY	07/02-07/08/20					*	3,497.52	
										6,761.76	053738
TOTAL FOR BANK A										221,316.57	

BAYT --BAYTREE-- MBYINGTON

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT
7/27/20	00012	7/14/20	1930815	202006	310-51300-31100	GENERAL ENGINEERING JUN20	ATKINS	*	320.00	
7/14/20	1930816	202006	310-51300-31100	WO	2020-2/LAKE BANK-JUN20			*	160.00	
7/27/20	00224	7/13/20	1852684	202006	310-51300-31100	GENERAL ENG SRVCS - JUN20		*	2,325.00	480.00 000001
7/27/20	00200	7/22/20	1822290	202007	320-53800-34500	SECURITY 07/16-07/22/20	DEWBERRY ENGINEERS, INC	*	3,264.24	2,325.00 000002
7/27/20	00039	6/09/20	376275	202006	320-53800-47000	AQUATIC WEED CNTRL - JUN20	DOTHAN SECURITY INC	*	2,540.00	3,264.24 000003
6/11/20	378019	202006	320-53800-47000	TRIPLOID GRASS CARP 06/09				*	450.00	
6/30/20	379576	202006	320-53800-41100	QRTLY PEST CONTROL-JUN20				*	60.00	
7/27/20	00023	6/30/20	00034094	202006	310-51300-48000	NOT. OF WORKSHOP 07/09/20	ECOR INDUSTRIES	*	174.32	3,050.00 000004
7/27/20	00016	6/29/20	42455	202006	320-53800-47200	CUT BACKS/REMOVE TREES	FLORIDA TODAY	*	2,200.00	174.32 000005
6/29/20	42456	202006	320-53800-47200	TRIMMING SUNTREE LAKE BNK				*	950.00	
7/03/20	42434	202007	320-53800-47300	LANDSCAPE MAINT - JUL20				*	7,750.00	
									10,900.00	000006

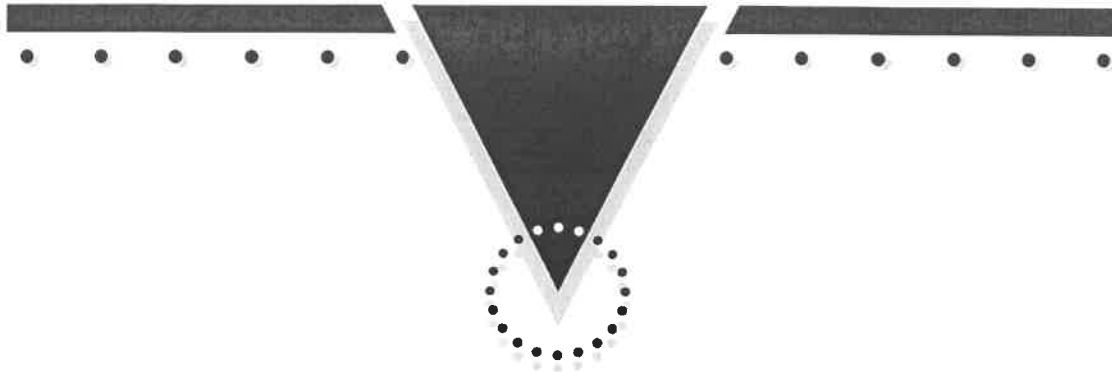
TOTAL FOR BANK F 20,193.56  
 TOTAL FOR REGISTER 241,510.13

BAYTREE CAPITAL PROJECTS  
 BANK B BAYTREE CDD-RESERVE

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	...CHECK... AMOUNT	#
6/01/20	00032	5/13/20	372		202005	600-53800-46200		SIDEWALK REPLACEMENT	*	2,250.00		
								GOVERNMENTAL MANAGEMENT SERVICES			2,250.00	000104
6/17/20	00005	5/19/20	42252		202005	600-53800-62000		STANDING WATER/FENCE LINE	*	16,330.00		
								TROPIC-CARE OF FLORIDA, INC.			16,330.00	000105
7/01/20	00021	6/18/20	33115		202006	600-53800-47400		POOL GATE UPGRADES	*	1,627.00		
								ACCESS CONTROL TECHNOLOGIES, INC.			1,627.00	000106
7/27/20	00035	7/17/20	343889		202007	600-53800-62000		INSTALL STONE/BUILD PLNTR	*	2,700.00		
								CREATIVE STONE SOURCE, INC			2,700.00	000107
										TOTAL FOR BANK B	22,907.00	
										TOTAL FOR REGISTER	22,907.00	

BAYT --BAYTREE-- MBYINGTON

## **SECTION B**



# Baytree

## Community Development District

Unaudited Financial Reporting  
June 30, 2020



**GMS**  
PROPERTY MANAGEMENT



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<b>7-8</b>	<u>Month to Month</u>
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**Baytree**  
Community Development District  
 Combined Balance Sheet  
 June 30, 2020

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Totals (Memorandum Only) FY20</u>
<b><u>Assets:</u></b>			
<b><u>Cash:</u></b>			
Wells Fargo	\$256,720	---	\$256,720
SunTrust - Capital Reserves	---	\$37,077	\$37,077
SunTrust - Pavement Management	---	\$278,768	\$278,768
Regions - Community Beautification	---	\$12,934	\$12,934
<b><u>Investments:</u></b>			
Custody	\$1,030	---	\$1,030
<b>Total Assets</b>	<b><u>\$257,750</u></b>	<b><u>\$328,778</u></b>	<b><u>\$586,528</u></b>
<b><u>Liabilities:</u></b>			
Accounts Payable	\$15,527	\$1,627	\$17,154
<b><u>Fund Balances:</u></b>			
Assigned	---	\$35,450	\$35,450
Assigned	---	\$278,768	\$278,768
Assigned	---	\$12,934	\$12,934
Unassigned	\$242,223	---	\$242,223
<b>Total Liabilities and Fund Equity &amp; Other Credits</b>	<b><u>\$257,750</u></b>	<b><u>\$328,778</u></b>	<b><u>\$586,528</u></b>



**Baytree**  
**Community Development District**  
**General Fund**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	Adopted Budget	Prorated Budget Thru 06/30/20	Actual Thru 06/30/20	Variance
<b><u>Revenues:</u></b>				
Maintenance Assessments	\$853,142	\$853,142	\$839,633	(\$13,509)
Interest Income	\$0	\$0	\$1	\$1
Miscellaneous Income (IOB Cost Share Agreement)	\$40,223	\$20,112	\$20,702	\$590
Miscellaneous Income	\$8,000	\$6,000	\$3,409	(\$2,592)
<b>Total Revenues</b>	<b>\$901,365</b>	<b>\$879,254</b>	<b>\$863,745</b>	<b>(\$15,509)</b>
<b><u>Expenditures:</u></b>				
<b><u>Administrative</u></b>				
Supervisor Fees	\$8,000	\$6,000	\$4,600	\$1,400
FICA Expense	\$612	\$459	\$352	\$107
Engineering	\$25,000	\$25,000	\$34,798	(\$9,798)
Assessment Administration	\$7,500	\$7,500	\$7,500	\$0
Attorney Fees	\$17,750	\$13,313	\$17,685	(\$4,373)
Annual Audit	\$3,400	\$3,400	\$3,185	\$215
Management Fees	\$40,938	\$30,704	\$30,704	\$0
Information Technology	\$5,300	\$3,975	\$1,200	\$2,775
Telephone	\$150	\$113	\$0	\$113
Postage	\$1,500	\$1,125	\$908	\$217
Insurance	\$13,970	\$13,970	\$13,665	\$305
Tax Collector Fee	\$13,980	\$0	\$0	\$0
Printing & Binding	\$1,700	\$1,275	\$625	\$650
Legal Advertising	\$1,200	\$1,200	\$1,602	(\$402)
Other Current Charges	\$1,700	\$1,275	\$528	\$747
Office Supplies	\$200	\$150	\$100	\$50
Property Taxes	\$250	\$250	\$248	\$2
Property Appraiser	\$234	\$234	\$234	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative</b>	<b>\$143,559</b>	<b>\$110,117</b>	<b>\$118,109</b>	<b>(\$7,993)</b>

**Baytree**  
**Community Development District**  
**General Fund**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	Adopted Budget	Prorated Budget Thru 06/30/20	Actual Thru 06/30/20	Variance
<b><u>Operation and Maintenance</u></b>				
Security Contract	\$172,306	\$129,230	\$128,385	\$845
Security - Speed Control	\$5,000	\$3,750	\$0	\$3,750
Gate Maintenance Contract	\$1,200	\$1,200	\$1,100	\$100
Maintenance - Gate House	\$10,000	\$7,500	\$6,342	\$1,158
Telephone/Internet - Gate House/Pool	\$11,000	\$8,250	\$10,708	(\$2,458)
Transponders	\$4,500	\$4,500	\$5,030	(\$530)
Field Management Fees	\$27,849	\$20,887	\$20,887	\$0
Electric	\$55,000	\$41,250	\$36,273	\$4,977
Water & Sewer	\$10,460	\$7,845	\$7,458	\$387
Gas	\$7,800	\$5,850	\$5,928	(\$78)
Maintenance - Lakes	\$32,600	\$24,450	\$25,380	(\$930)
Maintenance - Landscape Contract	\$94,536	\$70,902	\$70,884	\$18
Maintenance - Additional Landscape	\$15,000	\$11,250	\$14,825	(\$3,575)
Maintenance - Pool	\$17,000	\$17,000	\$18,493	(\$1,493)
Maintenance - Irrigation	\$11,000	\$8,250	\$5,019	\$3,231
Maintenance - Lighting	\$15,000	\$11,250	\$777	\$10,473
Maintenance - Monuments	\$6,000	\$4,500	\$15	\$4,486
Maintenance - Fountain	\$700	\$525	\$562	(\$37)
Maintenance - Other Field (R&M General)	\$6,000	\$4,500	\$5,043	(\$543)
Maintenance - Tennis Court Area	\$0	\$0	\$230	(\$230)
Maintenance - Recreation	\$1,500	\$1,125	\$0	\$1,125
Holiday Landscape Lighting	\$10,000	\$10,000	\$9,098	\$902
Operating Supplies	\$750	\$750	\$805	(\$55)
Sidewalk/Curb Cleaning	\$11,000	\$8,250	\$1,950	\$6,300
Miscellaneous	\$1,000	\$750	\$592	\$158
<b>Total Operation and Maintenance</b>	<b>\$527,201</b>	<b>\$403,763</b>	<b>\$375,785</b>	<b>\$27,979</b>
<b><u>Reserves</u></b>				
Transfer Out - Capital Projects - Paving Baytree	\$71,783	\$71,783	\$71,783	\$0
Transfer Out - Capital Projects - Paving IOB Funds	\$23,453	\$23,453	\$23,453	\$0
Transfer Out - Reserves	\$68,901	\$68,901	\$68,901	\$0
Transfer Out - Community Beautification Fund	\$45,265	\$45,265	\$45,265	\$0
Transfer Out - Rebalance First Quarter Operating	\$21,203	\$0	\$0	\$0
<b>Total Reserves</b>	<b>\$230,605</b>	<b>\$209,402</b>	<b>\$209,402</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$901,365</b>		<b>\$703,296</b>	
<b>Excess Revenues (Expenditures)</b>	<b>(\$0)</b>		<b>\$160,449</b>	
<b>Fund Balance - Beginning</b>	<b>\$0</b>		<b>\$81,774</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$242,223</b>	

**Baytree**  
**Community Development District**  
**Capital Reserves Fund**  
Summary of Revenues & Expenditures  
For The Period Ending June 30, 2020

	Adopted Budget	Prorated Budget Thru 06/30/20	Actual Thru 06/30/20	Variance
<b>Revenues:</b>				
Transfer In	\$68,901	\$68,901	\$68,901	\$0
Paving Contributions	\$0	\$0	\$28,000	(\$28,000)
Interest Income	\$100	\$75	\$13	(\$62)
<b>Total Revenues</b>	<b>\$69,001</b>	<b>\$68,976</b>	<b>\$96,914</b>	<b>(\$28,062)</b>
<b>Expenditures:</b>				
Lake Bank Restoration	\$30,000	\$22,500	\$0	\$22,500
Sidewalk/Gutter Repair	\$13,500	\$13,500	\$15,712	(\$2,212)
Drainage Maintenance	\$6,500	\$4,875	\$1,275	\$3,600
Curb - Tree Trimming/Replacements	\$6,500	\$4,875	\$3,950	\$925
Playground Replacement	\$21,400	\$16,050	\$9,629	\$6,421
Landscaping	\$0	\$0	\$7,800	(\$7,800)
Landscape Lighting	\$0	\$0	\$4,532	(\$4,532)
Pool Refurbishing	\$0	\$0	\$23,320	(\$23,320)
Pool Heater Replacement	\$4,200	\$4,200	\$3,928	\$272
Pavilion Parking	\$0	\$0	\$43,899	(\$43,899)
Bank Fees	\$0	\$0	\$75	(\$75)
Capital Outlay	\$0	\$0	\$16,330	(\$16,330)
<b>Total Expenditures</b>	<b>\$82,100</b>	<b>\$66,000</b>	<b>\$130,450</b>	<b>(\$64,450)</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$13,099)</b>		<b>(\$33,536)</b>	
<b>Fund Balance - Beginning</b>	<b>\$13,268</b>		<b>\$68,986</b>	
<b>Fund Balance - Ending</b>	<b>\$169</b>		<b>\$35,450</b>	

**Baytree**  
**Community Development District**  
**Pavement Management Fund**  
 Summary of Revenues & Expenditures  
 For The Period Ending June 30, 2020

	Adopted Budget	Prorated Budget Thru 06/30/20	Actual Thru 06/30/20	Variance
<b>Revenues:</b>				
Transfer In - Baytree	\$71,783	\$71,783	\$71,783	\$0
Transfer In - IOB	\$23,453	\$23,453	\$23,453	\$0
Interest Income	\$75	\$56	\$57	\$1
<b>Total Revenues</b>	<b>\$95,312</b>	<b>\$95,292</b>	<b>\$95,293</b>	<b>\$1</b>
<b>Expenditures:</b>				
Roadway Paving	\$0	\$0	\$39,165	(\$39,165)
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$39,165</b>	<b>(\$39,165)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$95,312</b>		<b>\$56,128</b>	
<b>Fund Balance - Beginning</b>	<b>\$222,635</b>		<b>\$222,640</b>	
<b>Fund Balance - Ending</b>	<b>\$317,947</b>		<b>\$278,768</b>	

**Baytree**  
**Community Development District**  
**Community Beautification**  
 Summary of Revenues & Expenditures  
 For The Period Ending June 30, 2020

	Adopted Budget	Prorated Budget Thru 06/30/20	Actual Thru 06/30/20	Variance
<b>Revenues:</b>				
Transfer In	\$45,265	\$45,265	\$45,265	\$0
<b>Total Revenues</b>	<b>\$45,265</b>	<b>\$45,265</b>	<b>\$45,265</b>	<b>\$0</b>
<b>Expenditures:</b>				
Bank Fees	\$150	\$150	\$150	\$0
Beautification Projects	\$45,000	\$33,750	\$33,900	(\$150)
Contingency	\$0	\$0	\$175	(\$175)
<b>Total Expenditures</b>	<b>\$45,150</b>	<b>\$33,900</b>	<b>\$34,225</b>	<b>(\$325)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$115</b>		<b>\$11,040</b>	
<b>Fund Balance - Beginning</b>	<b>\$1,281</b>		<b>\$1,894</b>	
<b>Fund Balance - Ending</b>	<b>\$1,396</b>		<b>\$12,934</b>	

**Baytree  
Community Development District**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Maintenance Assessments	\$0	\$468,942	\$284,500	\$20,597	\$25,760	\$5,467	\$10,652	\$8,014	\$15,702	\$0	\$0	\$0	\$839,633
Interest Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
Miscellaneous Income (OB Cost Share Agreement)	\$0	\$0	\$0	\$0	\$10,646	\$0	\$0	\$10,056	\$0	\$0	\$0	\$0	\$20,702
Miscellaneous Income	\$440	\$540	\$310	\$304	\$740	\$300	\$240	\$64	\$472	\$0	\$0	\$0	\$3,409
<b>Total Revenues</b>	<b>\$440</b>	<b>\$469,482</b>	<b>\$284,809</b>	<b>\$20,901</b>	<b>\$37,146</b>	<b>\$5,767</b>	<b>\$10,892</b>	<b>\$18,134</b>	<b>\$16,174</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$863,745</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Supervisor Fees	\$800	\$0	\$800	\$0	\$1,000	\$0	\$0	\$1,000	\$1,000	\$0	\$0	\$0	\$4,600
FICA Expense	\$61	\$0	\$61	\$0	\$77	\$0	\$0	\$77	\$77	\$0	\$0	\$0	\$352
Engineering	\$5,458	\$9,058	\$4,684	\$9,298	\$3,219	\$638	\$860	\$1,585	\$0	\$0	\$0	\$0	\$34,798
Attorney Fees	\$4,343	\$900	\$2,610	\$1,080	\$2,160	\$1,463	\$1,688	\$3,483	\$0	\$0	\$0	\$0	\$17,685
Assessment Administration	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$3,185	\$0	\$0	\$0	\$0	\$7,500
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,185	\$0	\$0	\$0	\$0	\$3,185
Management Fees	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$0	\$0	\$0	\$30,704
Information Technology	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$0	\$0	\$0	\$1,200
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$9	\$264	\$32	\$179	\$0	\$9	\$140	\$227	\$48	\$0	\$0	\$0	\$908
Insurance	\$13,665	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,665
Tax Collector Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Binding	\$148	\$54	\$103	\$90	\$0	\$34	\$41	\$97	\$58	\$0	\$0	\$0	\$625
Legal Advertising	\$0	\$171	\$0	\$0	\$0	\$596	\$343	\$492	\$0	\$0	\$0	\$0	\$1,602
Other Current Charges	\$65	\$51	\$111	\$50	\$50	\$63	\$47	\$47	\$45	\$0	\$0	\$0	\$528
Office Supplies	\$23	\$1	\$23	\$25	\$0	\$1	\$1	\$13	\$13	\$0	\$0	\$0	\$100
Property Taxes	\$0	\$248	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$248
Property Appraiser	\$234	\$0	\$0	\$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
<b>Total Administrative</b>	<b>\$36,025</b>	<b>\$14,292</b>	<b>\$11,969</b>	<b>\$14,268</b>	<b>\$10,049</b>	<b>\$6,347</b>	<b>\$6,664</b>	<b>\$13,709</b>	<b>\$4,785</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$118,109</b>

## Baytree Community Development District

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Fields:</b>													
Security Contract	\$13,203	\$13,076	\$17,021	\$13,057	\$13,057	\$16,302	\$13,057	\$16,554	\$13,057	\$0	\$0	\$0	\$128,385
Security - Speed Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance Contract	\$0	\$0	\$0	\$0	\$0	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100
Maintenance - Gate House	\$1,721	\$50	\$443	\$60	\$871	\$646	\$1,574	\$917	\$60	\$0	\$0	\$0	\$6,342
Telephone/Internet - Gate House/Pool	\$783	\$883	\$1,216	\$1,224	\$1,218	\$1,220	\$1,359	\$1,516	\$1,358	\$0	\$0	\$0	\$10,708
Transponders	\$0	\$5,090	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,090
Field Management Fees	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$0	\$0	\$0	\$20,887
Electric	\$4,047	\$3,959	\$3,880	\$4,694	\$3,941	\$4,008	\$3,978	\$3,816	\$4,002	\$0	\$0	\$0	\$36,273
Water & Sewer	\$931	\$731	\$473	\$1,273	\$1,180	\$675	\$949	\$587	\$658	\$0	\$0	\$0	\$7,458
Gas	\$35	\$36	\$1,054	\$1,181	\$1,446	\$1,086	\$467	\$437	\$186	\$0	\$0	\$0	\$5,928
Maintenance - Lakes	\$2,540	\$3,020	\$2,540	\$3,020	\$3,020	\$3,020	\$2,690	\$3,020	\$2,990	\$0	\$0	\$0	\$25,380
Maintenance - Landscape Contract	\$8,128	\$8,128	\$8,128	\$7,750	\$7,750	\$7,750	\$7,750	\$7,750	\$7,750	\$0	\$0	\$0	\$70,884
Maintenance - Additional Landscape	\$3,000	\$0	\$5,100	\$0	\$225	\$0	\$0	\$3,000	\$3,150	\$0	\$0	\$0	\$14,825
Maintenance - Pool	\$6,623	\$1,434	\$1,503	\$1,279	\$2,281	\$1,056	\$1,380	\$1,881	\$1,056	\$0	\$0	\$0	\$18,493
Maintenance - Irrigation	\$2,493	\$0	\$270	\$225	\$564	\$407	\$160	\$900	\$0	\$0	\$0	\$0	\$5,019
Maintenance - Lighting	\$0	\$0	\$0	\$428	\$0	\$332	\$0	\$0	\$17	\$0	\$0	\$0	\$777
Maintenance - Monuments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15	\$0	\$0	\$0	\$0	\$15
Maintenance - Fountain	\$0	\$37	\$175	\$0	\$0	\$175	\$0	\$0	\$175	\$0	\$0	\$0	\$562
Maintenance - Other Field (R&M General)	\$174	\$89	\$89	\$157	\$729	\$89	\$0	\$0	\$3,716	\$0	\$0	\$0	\$5,043
Maintenance - Tennis Court Area	\$0	\$0	\$20	\$210	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230
Maintenance - Recreation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Holiday Landscape Lighting	\$0	\$0	\$9,098	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,098
Operating Supplies	\$0	\$66	\$6	\$100	\$44	\$77	\$304	\$208	\$0	\$0	\$0	\$0	\$805
Sidewalk/Curb Cleaning	\$0	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,950
Miscellaneous	\$0	\$42	\$0	\$0	\$0	\$550	\$0	\$0	\$0	\$0	\$0	\$0	\$592
<b>Total Field</b>	<b>\$45,999</b>	<b>\$40,784</b>	<b>\$53,287</b>	<b>\$36,978</b>	<b>\$38,292</b>	<b>\$41,039</b>	<b>\$35,989</b>	<b>\$42,920</b>	<b>\$40,495</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$375,785</b>
<b>Reserves:</b>													
Transfer Out - Capital Projects - Paving Baytree	\$0	\$0	\$0	\$0	\$0	\$0	\$71,783	\$0	\$0	\$0	\$0	\$0	\$71,783
Transfer Out - Capital Projects - Paving IOB Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$23,453	\$0	\$0	\$0	\$0	\$0	\$23,453
Transfer Out - Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$68,901	\$0	\$0	\$0	\$0	\$0	\$68,901
Transfer Out - Community Beautification Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$45,265	\$0	\$0	\$0	\$0	\$0	\$45,265
<b>Total Reserves</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$209,402</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$209,402</b>
<b>Total Expenditures</b>	<b>\$82,025</b>	<b>\$55,077</b>	<b>\$65,256</b>	<b>\$51,246</b>	<b>\$48,341</b>	<b>\$47,386</b>	<b>\$252,054</b>	<b>\$56,630</b>	<b>\$45,280</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$703,296</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$81,585)</b>	<b>\$414,405</b>	<b>\$219,533</b>	<b>(\$30,345)</b>	<b>(\$11,196)</b>	<b>(\$41,619)</b>	<b>(\$241,163)</b>	<b>(\$38,496)</b>	<b>(\$29,106)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$160,449</b>

**BAYTREE  
COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENT RECEIPTS - FY2020**

**TAX COLLECTOR**

**Gross Assessments \$ 888,832**  
**Net Assessments \$ 853,279**

<b>Date Received</b>	<b>Dist.</b>	<b>Gross Assessments Received</b>	<b>Discounts/ Penalties</b>	<b>Commission</b>	<b>Interest Income</b>	<b>Net Amount Received</b>
11/6/19	ACH	\$ 12,258.44	\$ 587.36	\$ 234.36	\$ 46.85	\$ 11,483.57
11/20/19	ACH	\$ 486,244.86	\$ 19,450.37	\$ 9,335.89	\$ -	\$ 457,458.60
12/4/19	ACH	\$ 228,045.07	\$ 9,122.04	\$ 4,378.46	\$ -	\$ 214,544.57
12/17/19	ACH	\$ 74,185.30	\$ 2,802.54	\$ 1,427.65	\$ -	\$ 69,955.11
1/6/20	ACH	\$ 21,667.61	\$ 650.03	\$ 420.36	\$ -	\$ 20,597.22
2/4/20	ACH	\$ -	\$ -	\$ -	\$ 482.11	\$ 482.11
2/5/20	ACH	\$ 26,385.38	\$ 591.48	\$ 516.40	\$ -	\$ 25,277.50
3/4/20	ACH	\$ 5,654.01	\$ 75.39	\$ 111.57	\$ -	\$ 5,467.05
4/6/20	ACH	\$ 10,827.51	\$ 1.00	\$ 216.55	\$ -	\$ 10,609.96
4/23/20	ACH	\$ -	\$ -	\$ -	\$ 41.64	\$ 41.64
5/8/20	ACH	\$ 8,007.74	\$ -	\$ 163.55	\$ 169.62	\$ 8,013.81
6/4/20	ACH	\$ 5,654.01	\$ -	\$ 116.47	\$ 169.62	\$ 5,707.16
6/12/20	ACH	\$ 9,901.93	\$ -	\$ 203.98	\$ 297.06	\$ 9,995.01
<b>Totals</b>		<b>\$ 888,831.86</b>	<b>\$ 33,280.21</b>	<b>\$ 17,125.24</b>	<b>\$ 1,206.90</b>	<b>\$ 839,633.31</b>