

*Baytree Community  
Development District*

*Workshop Meeting Agenda*

*November 10, 2020*

# AGENDA

***Baytree***  
***Community Development District***

***Workshop Meeting Agenda***

**Tuesday  
November 10, 2020  
10:00 AM**

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

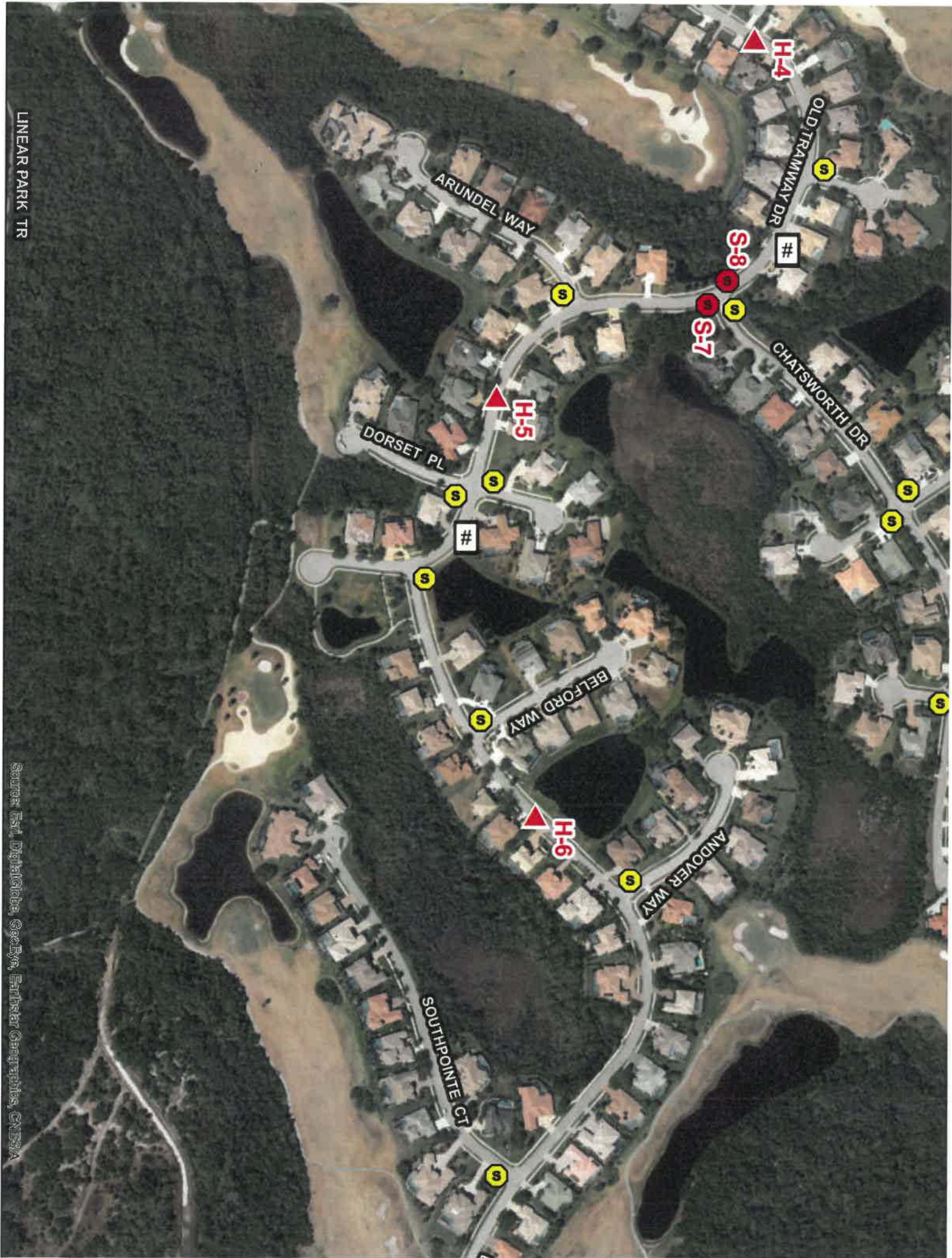
1. Roll Call
2. Discussion Meeting Agenda Composition
  - A. Movement of Engineer's Report
  - B. Consent Agenda
3. Discussion of Speed Control
4. Discussion of Recreation Area Planning
  - A. Access Control for Tennis
  - B. Solar Heating for Pool
  - C. Recreation Equipment
  - D. Benches Throughout Baytree
5. Discussion of Suntree Bank Update
6. Paving Strategy Discussion
7. Strategic Planning
8. Discussion of 5-Year Capital Planning
9. Adjournment

## SECTION III









LINEAR PARK TR

Source: Esri, DeLorme, GeoEye, Earthstar Geographics, CNES/Air

## SECTION IV

## RESULTS FROM THE RECREATION AREA SURVEY

### Statistical Results

Total Number of Responses: 149  
Total Number of Property Owners: 461 Homes  
% Response: 32.3%

### Specific Questions Results:

The specific survey questions are in *italics*.

*Do you feel the open, undeveloped area in and around the pavilion should be left undeveloped?*

YES: 38.9%

NO: 61.1%

*If you answered "No" to the above, do you feel the CDD should invest in any combination of the following:*

Responses are as a percentage of residents who want the Recreation Area developed (91) and not the total number of respondents (149). The preferred improvements are listed in order of preference:

|  |       |
|--|-------|
| <i>Re-install upgraded playground equipment</i>                      | 42.9% |
| <i>Modify the tennis courts to accommodate pickleball</i>            | 39.6% |
| <i>Install a half-court basketball court</i>                         | 36.3% |
| <i>Remove the bocce ball court completely</i>                        | 30.8% |
| <i>Install grills and additional picnic tables near the pavilion</i> | 30.8% |
| <i>Offer swimming/life-saving/scuba lessons at the pool</i>          | 30.8% |
| <i>Install a water slide at the pool</i>                             | 20.9% |
| <i>Invest in cornhole equipment</i>                                  | 16.5% |
| <i>Replace the bocce ball court with a shuffle board court</i>       | 16.5% |
| <i>Install permanent handicap access</i>                             | 14.3% |
| <i>Other:</i>  |       |
| <i>    Install tennis hitting wall</i>                               | 4.4%  |
| <i>    Dog Park in undeveloped area</i>                              | 4.4%  |
| <i>    Tennis wind screens and awnings</i>                           | 2.2%  |
| <i>    Upgrade bocce ball court</i>                                  | 2.2%  |
| <i>    Install horseshoe pit</i>                                     | 1.1%  |
| <i>    Handball/paddleball courts</i>                                | 1.1%  |
| <i>    1<sup>st</sup> Aid and CPR courses</i>                        | 1.1%  |
| <i>    Outdoor fitness trail</i>                                     | 1.1%  |
| <i>    Direct access to Brevard Zoo Linear Trail</i>                 | 1.1%  |
| <i>    2 more tennis courts</i>                                      | 1.1%  |
| <i>    Croquet/badminton area</i>                                    | 1.1%  |
| <i>    Sail cover over playground equipment</i>                      | 1.1%  |

*Some residents allege that non-residents have used the tennis courts without being guests of residents. Do you believe this is a problem?* (Responses are the percentage of residents (121) responding to this question):

**YES: 62.0%**

**NO: 38.0%**

*If you answered "Yes," do you feel the CDD should restrict access to the tennis courts by a key card system similar to the one currently used at the pool?* (Responses are a percentage of residents (127) responding to this question):

**YES: 62.2%**

**NO: 37.8%**

The following is a synopsis of open-end comments. The number of parenthesis is the number of residents making the same or similar comments.

- The playground equipment should be the same as previously installed.
- Remove the flowering trees from next to the pool which are causing leaves to unnecessarily fall into the pool area.
- Would like more community events
- Never used the recreation facilities in 11 years.
- Wants key code access to the pool
- Spend more to maintain streets, trees and gutters and less on pavilion and bocce ball courts.
- Appreciated the survey (3).
- Wants free-standing pickleball court.
- Suggested vending machines in Rec area
- Against removing bocce ball court; water slides are unsafe. Lessons should not be available for non-residents.
- Resurface pool deck installing dedicated swim lanes
- Save money and do not develop Rec area (2).
- Fix bocce ball court.
- Water aerobics should use parking lot and not park in the street.
- Complained about tailgating at back gate
- Non-resident use of the pool is a problem as well (2).
- Stop sign at Old Tramway and Baytree is obscured from old Tramway.
- Extend the guard shack roof to provide protection when raining.
- Want more shade at the pool (3).
- Wants better upkeep at the pool. Looks dirty.
- Liked the idea of scuba lessons
- Wants clock at the pool
- Wants lights at the pavilion
- Likes the idea of improving the Rec Area but hates the speed humps
- Outlaw basketball hoops in driveways
- Landscape the undeveloped area.
- All improvements are OK, will residents use them?



Open-end comments (continued):

- Install grills only
- Scuba tanks will damage the pool especially corners and steps.
- How to control use of grills?
- Don't agree with lessons at the pool as it restricts other residents' use of the pool.
- Lessons should be free the cost should be included in the assessments.
- Observed non-resident use of tennis courts many times.
- Provide golf cart parking at the pool.
- Purchase the golf course and bring up to former glory.
- Non-residents should be charged to use tennis courts (2).
- Wished playground and water slides were installed sooner.
- Strongly endorsed pickleball as the fastest growing sport in the US.
- Drainage at the NE and SE perimeter of the tennis courts is not good
- Alleges non-resident coaches are using the tennis courts causing excessive wear.

Respectfully Submitted,

Jerry Darby

January 20, 2020

## SECTION VI



## ENGINEER REPORT

**Date:** September 29, 2020

**To:** Baytree CDD Board of Supervisors

**From:** Peter Armans, P.E. District Engineer

**Subject:** Engineer Report for the October 7<sup>th</sup>, 2020 Board Meeting

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### Report:

Dewberry Engineers (Dewberry) is submitting this report to the Baytree CDD Board of Supervisors (Board) to be reviewed and discussed during the October 7<sup>th</sup>, 2020 Board meeting.

Multiple items were requested during the previous Board meeting, and by the District Manager, which are being addressed in this report.

**Future Paving Cost Review:** During the August 5<sup>th</sup> 2020 Board meeting, the Board requested that I review, and provide comments on a spreadsheet prepared by Mr. Darby. A review was completed and a response was forwarded to Mr. Darby and the CDD Manager. A summary of the review comments is attached as [Attachment A](#).

**Kingswood Way Drainage:** On August 5<sup>th</sup> 2020, during a routine walkthrough with the Field Manager, we noticed materials placed in the stormwater path along the north end of the CDD limits. A memo with exhibits was prepared with photographs and a map of the area of concern. The memo was electronically submitted to the CDD Manager on 8/20/2020. A copy of the memo is attached as [Attachment B](#).

**Pavement Cores:** During the August 5<sup>th</sup> Board meeting, the Board mentioned that during past pavement repair projects, it was noted that the pavement suffered structural issues and base material deficiencies. The Board requested that we solicit quotes for performing pavement cores throughout the CDD maintained roadways to understand if the previously noted issues will be encountered during future pavement repair projects. The results of the core samples will aid the district in planning and budgeting for future pavement repair projects and reduce the potential for unplanned costs during construction. Two proposals were obtained from qualified contractors; Terracon Consultants Inc. and GEC Consultants Inc (see [Attachment C](#) for Proposals). The District Engineer recommends the Board to consider to lower cost proposal provided by Terracon Consultants Inc.

**Lake Bank Inspection and Restoration Plan:** The Board requested that we provide a Work Order scope and fee to inspect, report, and create a future repairs and restoration plan for CDD owned and maintained ponds/lakes within the Baytree CDD limits. The Work Order was forwarded to the District Manager and is included in the Agenda Packet under "[New Business](#)" for the Board's consideration.

**Speed Reduction Study:** The Board requested that we prepare a speed reduction plan to add speed calming devices throughout the community. We conducted field visits to document existing traffic calming devices and related signs, and we prepared a speed reduction plan (see [Attachment D](#)). The budgetary cost estimate to construct devices per the attached plan is \$27,000.

**Playground/Pavilion Area Drainage:** The Board requested that we review the drainage issues and prepare a drainage plan to resolve the ponding adjacent to the pavilion and within the playground area. We performed a field inspection following a rain event and prepared a plan to address the ponding within the area of concern (see [Attachment E](#)).

If you have any comments or questions, you may contact me at [Parmans@dewberry.com](mailto:Parmans@dewberry.com), or 321-354-9767.

### Attachments:

**Attachment A:** Summary Review Comments on Future Paving Cost.

**Attachment B:** Kingswood Way Drainage Debris Memo.

**Attachment C:** Pavement Cores Proposals.

**Attachment D:** Speed Reduction Plan.

**Attachment E:** Playground Drainage Plan.



## SECTION VII

## **Baytree Board Member Input by Category**

### **Strengths:**

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

### **Critical Items**

1. **Board/Staff/Contractor excellent working relationships**
2. **Golf Course – Value to the Community**
3. **Location of the Community**
4. **No CDD Debt**
5. **Communication with the BCA**

## **Baytree Board Member Input by Category**

### **Weaknesses:**

1. Budget Process – budget development without Infrastructure Area Supervisor input
2. Limited Reserve Funds
3. Internal politics within Neighborhoods
4. Potential changes to the CDD Board, resulting from elections and resignations.
5. Old Infrastructure and Age of Community
6. President and/or Chairman with short 1 yr tenure
7. Infrastructure getting old
8. One large community (Windsor) controlling the entire community
9. Too few people getting involved in the community/resident apathy (same people all the time)
10. Not a private gated community
11. Inability to communicate with Residents on a timely basis
12. Inconsistent condition of the Golf Course
13. Sunshine Impedes Communication
14. Identity Crisis: Most do not know what the CDD does.

### **Critical Items**

1. **Aging Infrastructure**
2. **Keeping Up with Inflation/COLA**
3. **Soft gate community restrictions**

## **Baytree Board Member Input by Category**

### **Opportunity:**

1. Revise Budget Development Process
2. Plan for long-term increases to Reserve Funds
3. Move to Quarterly Newsletters
  - a. Post every other quarterly Newsletter to Website (only)
  - b. Mail every other quarterly Newsletter to residents & post to Website
4. Rethink Lake Bank Restoration costs based on latest engineering report with aerial pictures.
5. Maximize cost control in order to maintain and limit any budget creep, while providing adequate reserves.
6. Maintain Baytree as a premier community to maximize property values.
7. Continue communications with the BCA and the residents
8. Continue to manage the budget in a fiscally conservative manner
9. Recreational amenity additions
10. Bike lane to keep off sidewalks
11. Take advantage of lower costs to fix up aging community
12. Showcase our community by getting more involved with Brevard County or by possibly setting up a public relations function.
13. Continue to improve the working relationship with the BCA
14. Try to get more people involved
15. Improve relationship with Golf Course
16. Selling community to future potential residents
17. Control Speeding
18. Consider a Welcome Wagon function for new residents.
19. Better communications with residents/owners by establishing a comprehensive contact list in conjunction with the BCA.

### **Critical Items**

1. **Monitor Reserves and Build as Necessary**
2. **Continue Communications/Relations with the BCA/Residents**
3. **Landscaping needs improvement/refreshing**
4. **Develop 5 years plans for all areas of responsibility and infrastructure**
5. **Improve resident participation**
6. **Review process for roadway working**
7. **Maintain and promote Baytree as a premier community**

## **Baytree Board Member Input by Category**

### **Threats**

1. Economy
2. Crime
3. Frequency of law enforcement presence
4. Monitor the golf course to provide early warning of any potential bankruptcy.
5. Control accuracy of information disseminated to Residents, BCA and the Press.
6. Ramifications of affect on the CDD infrastructure due to storms.
7. New Board decides to abolish the CDD.
8. Cost growth of CDD Contractors and getting bids
9. Natural areas around the lakes/ grass, berm, etc
10. Increase appeal of community and therefore property values
11. Create and nurture a sense of community among residents
12. Age of community/ turnover of ownership
13. Size of community/ 461 + homes
14. Build out of the rest of Viera creating stiff competition
15. Widening of Wickham road
16. On going maintenance of aging community
17. Not enough capitol reserves to keep community looking fresh and up to date
18. Poor economy, foreclosures, and short sales, forcing home values down
19. Change in resident demographic
20. Increased assessments
21. Increased property taxes
22. Deterioration of Golf Course
23. Overly restrictive ARC rules and policies

### **Critical Items**

1. **Economy/Property Values**
2. **Growth of Viera**
3. **Monitor Wickham Rd Widening**
4. **Golf Course Interface/Develop contingency plan for golf course closure**

## **Baytree Board Member Input by Category**

### **Mission Statement**

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

## **Baytree Board Member Input by Category**

### **Goals**

#### **1) Reserve Policy**

##### **a. Define Policy -**

#### **2) Improve communication with residents and BCA**

##### **a. Marketing Perspective**

#### **3) Improve participation and volunteerism with residents**

##### **a. Develop materials to solicit volunteers for specific projects**

##### **b. Be aware of changing demographics and respond to those needs**

## SECTION VIII



# **Baytree**

## ***Community Development District***



**Adopted Budget**

**FY 2021**

**Presented by:**



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

| Description                                     | Adopted<br>Budget<br>FY2020 | Actual<br>thru<br>06/30/20 | Projected<br>Next<br>3 Months | Total<br>Projected<br>09/30/20 | Adopted<br>Budget<br>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                       | \$42,299                     |
| 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>\$903,441</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            | \$1,500          |
| 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>\$148,002</b> |

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

| Description  | Adopted<br>Budget<br>FY2020 | Actual<br>thru<br>06/30/20 | Projected<br>Next<br>3 Months | Total<br>Projected<br>09/30/20 | Adopted<br>Budget<br>FY 2021 |
|--|-----------------------------|----------------------------|-------------------------------|--------------------------------|------------------------------|
| <u>Operation and Maintenance</u>                     |                             |                            |                               |                                |                              |
| Security Contract                                    | \$172,306                   | \$128,385                  | \$43,921                      | \$172,306                      | \$179,666                    |
| 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                        | \$9,500                      |
| 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                       | \$50,000                     |
| 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>\$519,565</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                       | \$60,531                     |
| 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                            | \$30,078                     |
| <b>Reserves</b>                                      | <b>\$230,605</b>            | <b>\$209,402</b>           | <b>\$0</b>                    | <b>\$209,402</b>               | <b>\$235,874</b>             |
| <b>Total Expenses</b>                                | <b>\$901,365</b>            | <b>\$703,296</b>           | <b>\$177,167</b>              | <b>\$880,463</b>               | <b>\$903,441</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<br>AMOUNT |
|---|------------------|
| REGULAR HOURS: CONTRACT COST OF \$20.26 PER HOUR FOR 356 DAYS | \$173,102        |
| HOLIDAY HOURS: CONTRACT COST OF \$30.39 PER HOUR FOR 9 DAYS   | \$6,564          |
|   | <u>\$179,666</u> |

### **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<br>AMOUNT | ANNUAL<br>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                          |                   | <u>\$400</u>     |
|                       |                                      |                   | <u>\$14,500</u>  |

### **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<br>AMOUNT | ANNUAL<br>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<br>AMOUNT | ANNUAL<br>AMOUNT |
|--|-------------------|------------------|
| 00533-81406 8002 BRADWICK WAY # WALL           | \$15              | \$180            |
| 02781-39043 8207 NATIONAL DR # POOL HSE        | \$500             | \$6,000          |
| 04080-73153 609 BAYTREE DR # WALL              | \$15              | \$180            |
| 04396-25492 8205 NATIONAL DR # COURTS          | \$45              | \$540            |
| 09459-03086 8147 OLD TRAMWAY DR # ENTRANCE     | \$20              | \$240            |
| 11105-10375 7948 DAVENTRY DR # WALL            | \$15              | \$180            |
| 14771-79517 345 BAYTREE DR # PUMP              | \$40              | \$480            |
| 15604-14425 8005 KINGSWOOD WAY # FOUNTAIN      | \$300             | \$3,600          |
| 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              | \$180            |
| 67950-66148 7951 DAVENTRY DR # PUMP STREET     | \$45              | \$540            |
| 724916-0156 7942 KINGSWOOD WAY #LIGHTS         | \$20              | \$240            |
| 73679-10572 201 BAYTREE DR # GRD HSE           | \$110             | \$1,320          |
| 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>\$440</u>     |
|  |                   | <b>\$50,000</b>  |

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



# 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<br>AMOUNT | ANNUAL<br>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<br>AMOUNT | ANNUAL<br>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<br>AMOUNT | ANNUAL<br>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<br>AMOUNT | ANNUAL<br>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<br>AMOUNT | ANNUAL<br>AMOUNT |
|----------------------------------|-------------------|------------------|
| VENDOR: BEACH POOLS              |                   |                  |
| POOL MAINTENANCE                 |                   |                  |
| SEPTEMBER THRU MAY - 3 DAYS/WEEK | \$625             | \$5,625          |
| JUNE THRU AUGUST - 5 DAYS/WEEK   | \$800             | \$2,400          |
| CONTINGENCY - POOL REPAIRS       |                   | \$2,803          |
| VENDOR: COVERALL OF ORLANDO      |                   |                  |
| JANITORIAL SERVICES              | \$431             | \$5,172          |
| SUPPLIES                         |                   | \$1,000          |
|                                  |                   | <hr/> \$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**  
**Adopted Budget FY 2021**  
**Capital Projects Reserve**

| Description                           | Adopted<br>Budget<br>FY2020 | Actual<br>thru<br>06/30/20 | Projected<br>Next<br>3 Months | Total<br>Projected<br>09/30/20 | Adopted<br>Budget<br>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                       | \$60,531                     |
| 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>\$63,360</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>\$1,360</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**  
 Adopted Budget FY 2021  
 Pavement Management

| Description | Adopted<br>Budget<br>FY2020 | Actual<br>thru<br>06/30/20 | Projected<br>Next<br>3 Months | Total<br>Projected<br>09/30/20 | Adopted<br>Budget<br>FY 2021 |
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|------------------------------|
|-------------|-----------------------------|----------------------------|-------------------------------|--------------------------------|------------------------------|

**Revenues:**

|                        |           |           |      |           |           |
|------------------------|-----------|-----------|------|-----------|-----------|
| 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> |
|-----------------------|------------------|------------------|-------------|------------------|------------------|

**Expenses:**

|                |     |          |     |          |     |
|----------------|-----|----------|-----|----------|-----|
| 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> |
|---------------------------------------|------------------|------------------|-------------|------------------|------------------|

BAYTREE  
IOB

CARRY FORWARD SPLIT

|                  |                  |
|------------------|------------------|
| \$255,335        | \$330,780        |
| \$23,453         | \$48,083         |
| <u>\$278,788</u> | <u>\$378,863</u> |

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

| Description                           | Adopted<br>Budget<br>FY2020 | Actual<br>thru<br>06/30/20 | Projected<br>Next<br>3 Months | Total<br>Projected<br>09/30/20 | Adopted<br>Budget<br>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

|                            | <b>FY 2020</b> | <b>FY 2021</b> |                    |
|----------------------------|----------------|----------------|--------------------|
| 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                    | <u>157</u>     | <u>157</u>     |                    |
| Total                      | 461            | 461            |                    |
|                            |                |                | <u>Change From</u> |
|                            |                |                | <u>2020</u>        |
| 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**  
**Adopted Budget FY2021**

|  | <b>FY21<br/>Adopted Budget</b> |
|--|--------------------------------|
| Security   | \$179,666                      |
| Maintenance - Gatehouse/Agreement                              | \$10,700                       |
| 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>\$235,086</b>               |
| Less: Golf Course Contribution (2.25%)                         | (\$5,289)                      |
| <br>Total to be assessed To Baytree CDD & Isles of Baytree HOA | <br>\$229,797                  |
| <br>Total Number of Lots                                       |                                |
| Baytree Phase I  | 304                            |
| Baytree Phase II   | 157                            |
| Isles of Baytree   | 104                            |
|  | <b>565</b>                     |
| <br>Total Per Lot Assessment                                   | <br>\$407                      |
| Total Expenses divided by Total Units                          |                                |
| <br>Adopted Amount for Isles of Baytree HOA for FY21           | <br>\$42,299                   |

**Notes**

**Total Utilities**

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

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%        |
| <br>Total Projected FY21 Paving Management | <br>\$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>         |
| Total Estimated Funds Available First Quarter Operating Reserve- 9/30/20   | <u>\$99,813</u>         |
| Rebalance First Quarter Operating - FY 21                                  | <u>\$30,078</u>         |
| <b>Total First Quarter at 9/30/20</b>                                      | <b><u>\$129,891</u></b> |
| <b><u>Allocation of Reserves</u></b>                                       |                         |
| Estimated Capital Reserve Fund Balance (Carry forward Plus New FY21 Funds) | \$63,260                |
| 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>\$121,384</u></b> |