

*Baytree Community  
Development District*

*Agenda*

*May 4, 2022*

# AGENDA

# *Baytree*

## *Community Development District*

### *Agenda*

Wednesday  
May 4, 2022  
1:30 PM

Baytree National Golf Links  
8207 National Drive  
Melbourne, Florida

1. Roll Call
2. Engineer's Report
3. Community Updates
  - A. Security
  - B. BCA
  - C. Isles of Baytree
4. Consent Agenda
  - A. Approval of Minutes of the April 4, 2022 Meeting
5. Agenda
  - A. Consideration of Resolution 2022-04 Approving the Proposed Budget for Fiscal year 2023 and Setting a Public Hearing
  - B. Consideration of Encroachment Agreement for 8175 Belford Way - Added**
  - C. General Election Qualifying Period and Procedure
6. CDD Action Items/Staff Reports
  - A. CDD Action Items
  - B. Additional Staff Reports
    - i. Attorney
    - ii. District Manager
      1. Field Manager's Report
7. Treasurer's Report
  - A. Consideration of Check Register
  - B. Balance Sheet and Income Statement
8. Supervisor's Requests
9. Public Comment Period
10. Adjournment

# MINUTES



**MINUTES OF MEETING  
BAYTREE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Baytree Community Development District was held on Wednesday, **April 4, 2022** at 1:30 p.m. at Baytree National Golf Links, 8207 National Drive, Melbourne, Florida.

Present and constituting a quorum:

Melvin Mills	Chairman
Richard Bosseler	Assistant Secretary
Richard Brown	Assistant Secretary
Carolyn Witcher ( <i>via phone</i> )	Assistant Secretary
Janice Hill	Supervisor-Elect

Also present were:

Jason Showe	District Manager
Michael Pawelczyk	District Counsel
Peter Armans ( <i>via phone</i> )	District Engineer
Andy Hatton	Field Manager
William McLeod ( <i>via phone</i> )	DSI Security
Bob Eksten	President - BCA
Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order at 1:30 p.m. and called the roll. The Pledge of Allegiance was recited. Supervisors Mills, Bosseler, Brown and Hill were present in person and Supervisor Witcher was present via phone.

Mr. Mills: The Isles of Baytree (IOB) President, Ms. Joanne Wagner had major back surgery. So, if you would like to send a card to her, I'm sure that she would greatly appreciate it.

**SECOND ORDER OF BUSINESS**

**Engineer's Report**

This item was discussed after Item 3A.

### THIRD ORDER OF BUSINESS

### Community Updates

#### A. Security

Mr. Mills: Bill, do you want to give your report?

Mr. McLeod: Yes sir. First of all, I apologize for not being there today. You know that I normally like coming to the Board meetings. We just have matters that kept me in Tampa today and I apologize for not being there. Since the last meeting, I visited Baytree three times. Matt conducted a few trainings, particularly on the management systems. Things are going well with him. Actually, Matt helped us out in another community with a problem that we were having there. So, he's been wonderful for us. That's all I have to report.

Mr. Mills: I had one complaint, which is the guard that was on yesterday from 3:00 p.m. to 11:00 p.m., needs a major attitude adjustment. That's putting it mildly.

Mr. McLeod: Okay.

Mr. Mills: We had friends visiting us from Sweden. He does not have an American driver's license and has a Swedish driver's license. Matt downright got indignant with our guest. In fact, he came to the house and said, *"Who do you have for guards?"* So, you might want to check that out.

Mr. McLeod: Okay. I'm sorry to hear that. I will speak with Matt. This is something that Matt will deal with. That's usually the way that works and I will pass on these concerns. Anytime you have an issue like that with any of our officers, and I extend this to not just the Board, but to any member of Baytree, please email either GMS or me directly and give us the synopsis of the complaint. That way we can pass it on to Matt and have Matt deal with it.

Mr. Mills: Good.

Mr. McLeod: I will deal with it directly since you have given it to me.

Mr. Mills: Okay. We have a resident that would like to say something.

Resident (Sandy Schoonmaker, Berwick Way): Yesterday, for my event, I had a list of people coming in including the food trucks and a couple of outside guests. Several people mentioned that the guard was very rude to them.

Mr. McLeod: Okay. I will deal with it. Are we talking about the same officer in the same timeframe?

Mr. Mills: Yes.

Mr. McLeod: Okay.

Mr. Mills: Does anybody else have any questions that they want to ask Bill?

Resident (Sandy Schoonmaker, Berwick Way): Who did he tell us to email our complaints to?

Mr. Mills: Jason.

Resident (Sandy Schoonmaker, Berwick Way): Okay, thank you.

Mr. Mills: Thanks Bill.

## **B. BCA**

Mr. Mills: Okay. Bob, would you like to give a BCA update?

Mr. Eksten: Yes. We had a very successful social event at the pavilion yesterday. They already talked about perhaps having an event again next year. The BCA would like to have other social events on the calendar and we're looking forward to when the playground equipment is done. We have some new ones that will primarily be for children in the community. We have our next annual meeting here in Clubhouse on Wednesday, April 11<sup>th</sup>. I hope to have you all here. That's an important meeting as there will be an election of the Voting Members (VMs). We need everyone here to make some decisions. We did have some issues that we need to address, some ongoing issues. Number one is a real irritant to me personally, which are the people that leave dog poop bags behind the Balmoral monument. It cost us \$100 for the CDD to pick up those bags. This is probably unnecessary. So, I hope maybe we can find who that is and put a stop to that. There are some discussions about overnight parking and we'll be dealing with that at our April 11<sup>th</sup> meeting. There's no easy solution to that issue. We would like to have as much input from residents as soon as possible. Our final thing is that I would like to get at least a tentative agreement or approval from the CDD to put up a second sign on the front and rear gate. It seems that every time we have an event with the BCA or social event or whatever, a sign is taken out with the legally announcements for the BCA and CDD meetings. Therefore, we are kind of locked out. We looked at that and said, *"Okay, we spent \$584 or something like that for signs for this event and the next one that's coming up and it would be cost efficient for us to put up permanent signs and not have so many signs scattered throughout the community."* It would be certainly more feasible as well. So, we would need to put it on CDD property at the front gate. We would put a sign in the street near the gate. For the rear gate, we are looking to discuss that.

Mr. Mills: As long as a social event is not prior to our meeting or your meeting, I don't see a problem with it.

Mr. Eksten: It is a totally separate sign.

Mr. Brown: So, you want a separate bulletin board like the one that is there. Is that what we're talking about?

Mr. Eksten: Yes.

Mr. Mills: Like a community events sign.

Mr. Eksten: Yeah. Not to be confused with something that refers to non-residents. This would be for social events or just a notice about something or other.

Mr. Mills: What is the Board's feelings on that? Richard, do you have a problem with that?

Mr. Bosseler: I would like to think about it for a little bit because we don't want to get to the point where we have too many signs. There could be another solution. We might want to look at digital. We could make a change almost instantly.

Mr. Eksten: By the way, the BCA will pay for this. We're not asking for any money from the CDD. We are in conflict every time we have a social event. We have not been able to do anything except put a lot of signs on the street within Baytree. I don't think people really like that. So, this will get us away from that. It would save us money in the long run because buying those signs aren't cheap.

Mr. Brown: Some of the feedback we've gotten from just the potential speed humps on Balmoral, the vast results of the people that sent in emails to the VMs and then forwarded to Jason, people just don't think we have too many signs. I'm not in favor of an electronic sign because you come into the resident's gate, wait for the gate to go up and you go through the gate and your home. I don't want to sit there and read. Most of the stuff that we put up there is required by State law.

Mr. Eksten: Exactly.

Resident (Sandy Schoonmaker, Berwick Way): There was no room on the sign for the last two or three events. I got a lot of flak and complaints over not having the Toys for Tots information out. People complained that it was not on the sign.

Mr. Mills: I'd like to make a suggestion that we discuss this at a workshop and then get back to you. Would that be sufficient?

Mr. Eksten: That's fine.

Mr. Brown: I don't have a problem with the bulletin board as long as it's titled, "*Community Events for Baytree Residents Only*" and then put down what you want.

Mr. Eksten: Yeah.

Mr. Brown: Then you have the other board to handle the legal stuff, the ARC Committee, CDD meeting and BCA meeting. I'm fine with that.

Mr. Mills: With your other issue, I think we found a solution, but I'm going to need the VMs help. I talked to our camera guy today and he could provide us with a battery-operated camera to be posted in Balmoral Park to record whoever is doing that. *(Applause)*

Mr. Eksten: Awesome

Mr. Mills: So, I need for the VMs to get out that, that is going to take place if it doesn't stop because it's atrocious. There's no need to have any human being picking up someone else's dog's waste. It's absolutely ridiculous. Yes, ma'am.

Resident (Sandy Schoonmaker, Berwick Way): I agree with that, but I'm one of the VMs and I'm just going to give you some of the feedback that I'm getting on that issue. A lot of other dog parks in a lot of other communities, all have waste bins so people don't have to walk for miles with their dog waste. That's the issue. I guess somebody ordered this can. It was working, but we weren't allowed to have that can. It got removed and replaced a couple of times. I've talked to Jason via email about that several times. I think the community is making a statement about that because they want their trash cans. That's my opinion. So, they're putting it there hoping that somebody will replace that trash can. I've had other VMs picking up the dog poop in those bags, not just certain people. I'm finding bags of dog poop on the sidewalks, not only behind the monument. I don't have a dog, but a lot of people have dogs here. So, the first question is what is the big concern about putting a waste can out there, other than the expense? It is getting emptied. It's going to the same place as if you took it home and put it in your trash can. It's going to the same waste area. Other than the cost, is it aesthetics because it's behind the monument? I haven't even seen it until somebody brought it to my attention, just so that I can communicate that back.

Mr. Mills: I appreciate your comments. The Board has been fighting with this issue. This isn't the first year. It's been several years. The problem is, it is the summertime and with the exorbitant heat we have, the odor that will emanate from that can, you won't be able to stand it.

Quite honestly, I've only known, Jason, three people that's ever asked for a waste can for dog manure.

Resident (Sandy Schoonmaker, Berwick Way): I had someone ask me this morning to bring it up as well.

Mr. Mills: I'm glad you did.

Mr. Brown: If those people that talked to you are willing to pick up the garbage can and take it home and get rid of the dog waste, we'll consider it, but I bet you that they won't. Regulations state if you have a pet, you're responsible for its waste. End of discussion.

Resident (Not Identified): Who is going to pick it up?

Resident (Sandy Schoonmaker, Berwick Way): That same waste company that picks up ours.

Mr. Brown: If you don't want to pick up the waste, don't have a dog.

Resident (Not Identified): Someone has to haul it to the end of the street for it to be picked up.

Resident (Sandy Schoonmaker, Berwick Way): I agree with that, but from what I understand, someone was doing that.

Mr. Mills: Yeah, I know.

Resident (Sandy Schoonmaker, Berwick Way): It sounds like everyone is definitely opposed to it.

Mr. Mills: Yeah, but I need for the VMs, if there are any in this room, Sandy, to get out the fact that if it's not stopped...

Resident (Sandy Schoonmaker, Berwick Way): Okay. Is it behind the Balmoral monument?

Mr. Mills: Yes.

Resident (Sandy Schoonmaker, Berwick Way): Where people are dumping their dog waste.

Mr. Mills: That's correct.

Resident (Sandy Schoonmaker, Berwick Way): And that the CDD is going to put up a camera to monitor.

Mr. Mills: If it doesn't stop.

Resident (Not Identified): Could we have somebody from the CDD send out texts that they would like the VMs to disseminate to their residents, so that it's not up to individual VMs?

Resident (Sandy Schoonmaker, Berwick Way): I'll do it.

Mr. Hatton: I will put some doggy bags behind the monuments as well.

Mr. Mills: Then we need to circulate that camera if it's not stopped.

Resident (Not Identified): There is one owner on Old Tramway that's putting green dog poop bags in front of his house to the left of his driveway. I know people don't want weeds, no less piles of green poop bags right on the side of their driveway.

Mr. Mills: Well, as Rick basically said, this is not a CDD issue.

Resident (Not Identified): Okay.

Mr. Mills: It's a Florida law. You can look it up. It's a Statute where if you have a dog, you are responsible for picking up its waste and disposing of it. So, let's get that straight. It is not a CDD law. It is the county and State of Florida law.

Resident (Sandy Schoonmaker, Berwick Way): To register all of the VMs here, when I get the minutes of this meeting, the very first item that I will put in capital letters is this issue has to be resolved before other steps are taken to catch the perpetrators. I will mention that there is a camera that the CDD has available and it will be posted anonymously or whatever.

Mr. Showe: We can rotate between monuments if we have to.

Resident (Sandy Schoonmaker, Berwick Way): We will be rotating it around the community to look for those people who are not picking up after their animals.

Mr. Mills: Exactly.

Resident (Sandy Schoonmaker, Berwick Way): I will get it out.

Mr. Mills: Thanks for bringing that up. Moving along.

- **Engineer's Report** (*Item 2*)

Mr. Showe: Peter is on the line.

Mr. Mills: Peter, go ahead and give your report.

Mr. Armans: We were asked to look at resurfacing costs. We also were asked to look at some survey documents that we've been looking at with Jason. I don't want to report on that. Jason has all the info. As far as the resurfacing costs, we were asked to look at whether the current plan for setting aside \$100,000 a year with the increased cost of construction, would still

allow the CDD to resurface the projected needs. We looked at the current plan and of course, the cost of oil has gone up. We're looking at the current costs. One of the things that we looked at are two different projects. One would be for 60% of the roads and one would be for 40% of the roads in 2025 and 2030 respectively, based on the pavement service life. In order to do that, the preliminary numbers are running \$130,000 a year. If you have more specific questions or want us to look closer at a specific scenario, I want to hear from you on what exactly you want us to consider. Do you want us to look at doing a project at the end of this year with the current budget? Based on that we can look at what the projected costs would be. What are your thoughts on the direction you want to go in?

Mr. Mills: Do you have any comments, Rick?

Mr. Brown: Yeah. I'd like to know whether or not you had an opportunity to take a look at the roads within the community to determine which roads are in worse shape than others that may need to be repaved between now and 2025 or what other options are available. I think most of the roads in the community are in fairly decent shape, but the reality is at some point in time, they are going to have to be resurfaced. I guess I'm looking for an idea from what you can observe of their condition, which areas need to be done sooner rather than later.

Mr. Mills: Rich, do you have any comments?

Mr. Bosseler: Jane, go ahead.

Ms. Hill: Are we putting enough money aside given these numbers?

Mr. Showe: What I heard Peter say, from his projections, he thinks that we should be putting \$130,000 aside. We're budgeting \$100,000 right now, but I think if the Board is amenable, we can direct Peter to come out and do an on-site visit. He was doing that from his office to try to save the District some funds, but maybe between now and the next meeting he could do an on-site visit.

Ms. Hill: Before we approve the budget, I would like to know how much money we are actually talking about, not just pulling numbers out of the air.

Mr. Showe: Sure.

Mr. Mills: Peter, most of the streets in Section 2, which are Chatsworth, Arundel, Balmoral and Southpoint, have not been repaved at all since they were put down. That is the entire southern half of the development. I can tell you from living on Chatsworth, when we have a lot of rain, there is seepage coming out from underneath. I was down around Balmoral Park the



other day checking out the waste and I noticed that they are having basically the same thing. So, I think Rick's right on target with this.

Mr. Brown: Peter, when you also come out, we had an engineering plan related to the lake bank restoration, I think for a five-year plan, as the cost of re-doing the lakes is also going up. So, if you could review the plan, I think that was probably developed by the other engineering firm.

Mr. Mills: It was.

Mr. Brown: Take a look at that and when you come out, use that plan. Take a look at the lakes and see whether or not that plan is still valid. If it is, fine. If it's not, make your professional opinions based on what you're seeing versus that plan, so that we can then take a look at that. Because when we get into the budget, we know the cost of lake bank restoration is going up and the roads are going up. So, we just need to get ahead of it.

Ms. Witcher: Can I say something?

Mr. Mills: Yeah, go ahead, Carol.

Ms. Witcher: The price you are also getting for the repaving, maybe you can also look at it that way, rather than start a whole fresh new report. Would that help?

Mr. Armans: Yeah. That's a great point. The numbers I gave you are based on the initial report that was done. There was an extensive evaluation of the entire community done by the previous CDD engineer where they had every stinking roadway in there. Based on its usage and how heavy the traffic is on each road, they specified a life. We looked at those numbers in 2020 and based on those roadways, we made the recommendation back then of splitting the work over two projects; one doing 60% of the roads in the community and one for 40% of the roads. That is actually based on the existing remaining useful life of the roadways based on that extensive report. Now, in order for us to re-evaluate everything, we can come and do a drive-by. It's not going to be anything as detailed or extensive as that previous report. We could confirm the next zones that were specified in that report needing to be repaved or addressed. So, we can do that drive-by between now and the next meeting. However, in addition to that, when we talked about this in 2020, we identified the need of doing some core sampling in the areas that we want to repave, such as the issue that was just brought up of water seeping through the bottom. Our direction with repaving is to do a mill and resurface, where you just basically grind the surface about an inch or an inch-and-a half and repave that. We don't address the base of the roadway,

which if it's not properly based, would be a reason why water is coming through. We talked about doing core samples throughout the community and at the time, the Board decided to wait until we were getting closer to actually doing a repaving project. So, my recommendation is that we do a drive-by to identify the areas that we would want to address next and in those areas, we get a Geotechnical Engineer to do some coursing so we can look at what the base of the road looks like, how thick the pavement is and whether it needs more than just a mill and resurface. Then we would have a good idea of what we truly need to do in those areas so we don't go back and mill and resurface it and it still has some base issue or structural issues. Because again, mill and resurface does not address structural issues of the roadway.

Mr. Mills: Okay. Well, I can tell you that probably the base wasn't done correctly because when they did Old Tramway originally, they blacktopped right over a tree stump. That was causing the issues on Old Tramway right after you turn off of Baytree Drive. So, I would gather that the base on most of these roads in here do not have a good base, but that's up for you guys to decide.

Mr. Brown: When you're doing your drive-through and you identify areas that need to be resurfaced as part of the, 60% plan, will you also do the core samples at that time?

Mr. Armans: We will have to get a Geotechnical Engineer to give us a quote to do those cores because they have to also send those to the lab. We can identify that as the next step after we confirm which areas would be in the 60%.

Mr. Showe: Yeah. I think Peter recommended around six months before you're going to do the repaving project, is when you pull the core samples.

Mr. Mills: Right.

Mr. Showe: So, you get the most accurate information. Correct, Peter?

Mr. Armans: Yes.

Ms. Witcher: We had our core done in our cul-de-sac. I don't know if he did any others at that time when he did the actual core.

Mr. Mills: He didn't.

Mr. Showe: Yeah, I don't believe he did.

Mr. Armans: No, we did not do any cores.

Ms. Witcher: The previous engineer did.

Mr. Mills: Yeah. I like your idea. I think what you're hearing is to have you ride around and look at it and then come back to us on how you feel we should move forward.

Mr. Armans: Correct. We will drive around, narrow down the areas that would be next for the next upcoming project. Before we go out to get quotes, we will do the core sampling and a report of what the pavement section looks like and identify if we need to do anything other than mill and resurface. At that point, we would be looking at replacing sections of the roadway full depth if it's not structurally sound versus just doing a mill and resurface, but we can't tell if that's the case without the core samples.

Mr. Brown: That's fair.

Mr. Mills: Anything else?

Ms. Witcher: Sounds good to me.

Mr. Armans: That's it for us. The \$130,000 that I mentioned earlier is based on doing the mill and resurface also. So, that number probably changes if we have more refined information.

Mr. Mills: Did you use an inflation factor for that?

Mr. Armans: Yeah. We used a 2% factor.

Mr. Mills: Two percent? I think you probably should try 5% or 7%.

Mr. Armans: Hopefully it's not going to be that. If you use 3%, down the road it becomes a problem.

Mr. Mills: Okay. I guess we'll cross that bridge when we come to it.

Mr. Armans: These are preliminary numbers based on today's numbers. If it stays that way, it only continues to grow, but it does fluctuate.

Mr. Mills: Okay. Very good. Is there anything else from the Board for Peter? Okay. Thanks Peter.

Mr. Armans: Thank you guys.

### **C. Isles of Baytree**

Based on Ms. Joanne Wagner not being present, there was no report.

Mr. Mills: Lets go back to the Consent Agenda.

**FOURTH ORDER OF BUSINESS**

**Consent Agenda**

**A. Approval of Minutes of the February 2, 2022 Meeting**

Mr. Showe: I received some minor changes to the minutes. Other than that, if the Board is amicable, we can take a motion to approve the minutes as amended.

On MOTION by Mr. Brown seconded by Ms. Hill with all in favor the Minutes of the February 2, 2022 Meeting were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Agenda**

• **Discussion of Balmoral Speed Hump (*Item 5D*)**

Mr. Mills: Now, let's discuss the speed hump while all of you are here. First of all, I'd like to make a few comments. I really appreciate all of you being here. Your input has been very, very enlightening. The sad part of it is, we received several letters that were absolutely absurd, mean, spirited and very angry. I'm the individual that will do anything for you, if you treat me with respect and treat the Board with respect. Those letters did not show respect at all. I can understand the way you feel. I would feel the same way. So, I'm just going to have you sit there and relax. The Board is going to discuss it and before there is a motion or a vote or maybe none, we will come to you for your input. Rick, I'd like to ask you if you have any comments in regard to the speed humps in Balmoral.

Mr. Bosseler: In my opinion, I do not think we should move forward.

Mr. Mills: Okay.

Mr. Bosseler: I think we should table it.

Mr. Mills: Jan?

Ms. Hill: I don't see any reason to continue with it.

Mr. Mills: Okay. Rick?

Mr. Brown: I don't see any reason to proceed with it at all. I wouldn't table it. I would say that it was reviewed and we accepted input from the people who live in the area. If they don't want it, end of discussion.

Mr. Mills: Okay. I'm also very supportive of not having the speed humps and I appreciate all of your attendance. You're welcome to stay if you'd like. If anybody has any comments, we'll hear it now. Very good. You're welcome to stay for the rest of the meeting.

Mr. Eksten: I just have a question.

Mr. Mills: Yes.

Mr. Eksten: Regarding the other speed devices to slow down speed or whatever the reason was, those we're put in place in a similar setting by the Boards' decision. This is my first meeting. If you could, explain that process.

Mr. Brown: The history goes back about 12 years when in the beginning, pretty much at every CDD meeting and every BCA meeting, speeding and safety within the community was the number one item for discussion. To the point where the CDD hired off-duty sheriffs to patrol the area and issue speeding tickets. We spent \$10,000 a year for that. The reason they didn't issue speeding tickets was because these were off-duty police officers and if they gave you a ticket, they had to go to court on their own time to present the ticket to the judge, if you went to court. So, at that point in time, the Chairman of the CDD and the President of the BCA set up an ad hoc committee of both the BCA and the CDD and asked for volunteers from the community. I think there were representatives from Kingswood.

Resident (Not Identified): No, Turnberry.

Mr. Brown: I know somebody from Hamlet was on there and someone from Windsor because Baytree Drive goes a lot through Windsor. The results of that committee were that they recommended the implementation of two speed humps on Baytree Drive, one on Old Tramway and one on Kingswood Way to slow the speeding down. Because if you drive to the IOB, you've got to go down Kingswood Way to get through to there. Okay? So, that was brought back to the BCA Board and they approved it. It was then brought to the CDD Board and we approved it. That's when they were put in.

Mr. Eksten: I guess that's where I'm finding the disconnect. As a resident, if I'm not part of those Boards, how do we get a voice in that?

Mr. Brown: Because your VM, whoever that was, was kept in the loop of all those discussions. I was the VM of Hamlet at that time and you were the VM of Kingswood. We send out e-mails to every resident.

Mr. Eksten: I can tell you right now, I did not get any indication that there were any speeds humps or stop signs being put in initially.

Mr. Brown: Well, I can tell you to go and look at your VMs.

Mr. Showe: As I recall, I think the CDD actually directed an email or a blast to go out.

Mr. Eksten: You were not there?

Ms. Hill: No, I was not there at that time.

Resident (Sandy Schoonmaker, Berwick Way): This was discussed at every single solitary meeting.

Mr. Mills: For years.

Resident (Sandy Schoonmaker, Berwick Way): It was passed and discussed because I personally don't like speed humps. But as I can tell you, I was here for every single solitary meeting and your neighbors have a right to come to these meetings. It was sent out in emails. Whether your VM didn't send it to you, I can't help that, but the majority of the VMs did send it to our neighbors and I lost. I'm happy with it. I'm good with it.

Mr. Mills: Bob and I talked yesterday at the community party. The VMs, for the most part, are not doing what they're supposed to be doing. Bob is going to address that at the BCA meeting. I'm not going to address that because I'm not in charge of the BCA. But Bob, the VMs were set up to communicate all that's happening in the community. As a reason for that, I don't know what's happened, but there's been a breakdown in communication.

Mr. Eksten: I would agree with that. Shame on me for not attending some of these meetings, but if it's going to be something that impacts the entire neighborhood, there needs to be representation from the entire neighborhood, not just a Board voting on it.

Mr. Brown: I can tell you that the speed humps, if you look at them now, are all in Phase 1. Kingswood, Windsor, Hamlet and Turnberry was involved in that discussion. That's where all of the speed humps were. At that point in time, I don't remember getting any feedback one way or another from either Balmoral, Arundel or Southpointe.

Resident (Not Identified): I can tell you that I've sent emails to my VM at that time and obviously he knew what people were saying.

Mr. Mills: Where are you from?

Resident (Not Identified): Balmoral. The most ridiculous thing are the stop signs on Chadwick. That's totally unnecessary.

Mr. Brown: Nobody stops there anyway.

Resident (Not Identified): Then you took the stones away that went into Arundel, which would have slowed somebody down a little bit. So, I don't understand the logic. It was not communicated to us like it was communicated at this meeting.

Mr. Mills: Please accept the fact that it's not the CDD's responsibility. The CDD's responsibility stops with all of the infrastructure. The BCA is your voice, not us. We welcome you coming to this meeting. You are part of this community, just the same as we are and we appreciate your input, but the line stops with the VMs and the BCA. You should be communicating with them.

Mr. Showe: The CDD has a website that's got all of our agendas, all of our minutes, everything is there even if you can't attend the meetings. You can always reach out to me via email. I try to be as responsive as I can to all of the residents, if you have questions about what's going on. I know we did send something out through the BCA, letting people know this meeting was a concern. This Board was going to move forward if speeding couldn't be addressed.

Resident (Not Identified): I guess that's my disconnect. The Board came to the conclusion that speeding was an issue. They never asked the residents what to do about it. They just implemented speed humps and stop signs.

Ms. Hill: Not true.

Mr. Mills: Not true at all.

Resident (Not Identified): Did you have a vote?

Ms. Hill: Of course, I did.

Mr. Showe: Let me be clear. The five-member Board votes.

Resident (Not Identified): So, it's the five-member Board who votes whether or not to put a stop sign or a speed bump in the community?

Ms. Hill: Sir...

Resident (Not Identified): I'm just asking a question.

Ms. Hill: The Balmoral people came here at last meeting and were very upset and the Board listened. That's the point.

Resident (Not Identified): All I'm doing is asking a question. That comment doesn't mean anything. I just asked the question.

Mr. Brown: But there was a lot of input on the speed humps throughout the community, not necessarily in the Phase 2 area.

Resident (Not Identified): Is it the five-member Board who decided to put the speed humps and stop signs in?

Mr. Mills: Yes, based on input from residents.

Resident (Not Identified): There was no input from this resident or a lot of the residents down where I live.

Mr. Brown: It's not our responsibility.

Mr. Pawelczyk: Just like when the City of Melbourne has a meeting, its city council bases its decision based on the information received.

Resident (Not Identified): That was my question. So, the elected Board makes a decision?

Mr. Pawelczyk: Yes, sir.

Mr. Mills: We're sorry that you didn't get the message.

Resident (Not Identified): It's my fault for not being involved. That's on me as a resident. I think moving forward, there needs to be some changes, especially with what has been implemented. Because I can tell you that those stop signs that are in place, you can do all of the studies that you want, but nobody comes to a complete stop. Very rarely do people come to a complete stop at the stop signs.

Mr. Mills: There was a cop in here the other day and somebody from down south went through the stop sign on Chatsworth and got a ticket for \$160.

Resident (Not Identified): Good for them. I will tell you when I go through the stop sign or don't stop, I will gladly pay that ticket. But, I do ask that if there is a decision that's made, that the residents of those communities get notified so they can voice their opinion to the five-person Board. Hopefully, that will get communicated and heard.

Mr. Mills: Just like it was today.

Resident (Not Identified): I appreciate you mentioning the letters. In fact, I would say that not all letters were mentioned.

Mr. Mills: Not all were. I said some. I didn't say all. Some were really nasty.

Resident (Not Identified): You said they. I don't think you said some. Nonetheless, thank you for explaining to me how this process works here.

Mr. Mills: You're welcome. Are there any other comments from the floor? Yes, Bob.

Mr. Eksten: One final note on that. One reason why we have Maureen now doing our newsletter and making it a more frequent newsletter, is to get that information out. Jason talked about the fact that everything is on the website. Any resident at any time can see the minutes of the meeting. We're doing our best to try to now get the VMs to bring this up to disseminate more information other than relying on Sandy's notes and to get more of maybe a localized view to



their neighborhood that these are important issues, particularly this one right now for Balmoral or for Hamlet or Windsor, wherever it may be. We're striving to make that information available for everybody so we don't have a situation where people come in and say, "*What are you doing? I didn't know anything about this.*" There is a responsibility from us through the VMs, as well as the BCA, but there's also a responsibility for the residents to get involved. If they are going to be upset about something, have they first checked all of the available resources that are out there?

Mr. Mills: Well, we are residents the same as you are. Do I like the stop signs at Chatsworth? No, and I live in Chatsworth. But by the same token, I was hoping that it would slow traffic down. In some cases, it has. In some cases, it hasn't. If you go down I-95, the speed limit is 70. If you are going 80, cars are passing you. So, how do you stop it? That's what we were trying to do, get the speed under control.

Mr. Eksten: I think that was a good intention, but you don't put stop signs to impede speed. You put a stop sign in to control traffic. It makes no sense for me going back home right at Southpoint, to stop at the one turning into the golf course and the one going to Chatsworth.

Mr. Mills: Thank you.

Mr. Eksten: There is absolutely no reason. It drives my wife crazy when I roll right through. It causes a lot of arguments. I have to check my own moral compass to say, "*Am I setting a good example to not only myself, my wife and my 15-year-old son who's driving?*" The answer is no. If there's a stop sign, you're supposed to stop, but when the stop sign was put there, because five people decided that it was to slow down speeding, I have an issue with that. So, not only do I want to voice that and I'm glad we've moved on from the speed humps on Balmoral, but I also propose that we remove the stop signs. I'll start with the stop signs at the golf course turning off in Chatsworth. So, I'm here voicing my opinion. I guess I'll send it to my VM, but it just makes zero sense.

Resident (Not Identified): Let me make one comment. The day after the Chatsworth stop sign was put in, that next morning, I was leaving and a fire truck and an ambulance had to take full stops at that stop sign before they went on. If we're saying that every second counts in an emergency, that's a useless stop sign. They should not have to stop.

Mr. Mills: They shouldn't stop.

Resident (Not Identified): Well, they did.

Mr. Mills: They should just go straight on through. There's one other thing that I'd like to address. In one of the letters, it said that golf carts have the right-of-way. Golf carts do not have the right-of-way. They are a motor vehicle the same as we are in a car. Please understand that. I don't stop for golf carts. I used to. The other day I almost hit two gentlemen in a golf cart going across Old Tramway. They never stopped, never looked and went right through it. If I wouldn't have slammed on the brakes, I would've hit them. That's the situation that we're having in Baytree.

Resident (Not Identified): You should put in speed bumps for golf carts to go across to slow them down. I almost ran into the back of the car on St. Andrews because people were stopping for the golf carts to go across.

Mr. Mills: Yeah.

Resident (Not Identified): One thing about golf carts crossing, you've got dips. That's the same thing as a hump.

Mr. Mills: Again, thank you very much for your comments. We greatly appreciate it. I hope you're satisfied with our decisions. Please come to our meetings. We'd love to have you. Your input really helps, believe me. You may think that we've got this big gavel here and we're going to do what we want to do. That's not the case. That's not the case at all.

- **Discussion of Dog Park Request (*Item 5C*)**

Mr. Mills: Moving right along. Let's do the Dog Park request.

Mr. Showe: Okay. Again, that was a request we received that was discussed at the workshop. I think it more formalizes that direction at this point.

Mr. Mills: Rick, you want to voice any comments?

Mr. Bosseler: As we talked during the workshop a month ago, there's a new dog park on Murrell Road probably about a mile away. I haven't seen it yet, but it's shaded.

Mr. Brown: It's unbelievable.

Mr. Bosseler: My wife told me that it's gorgeous. There's another one by the traffic circle. If you go south about a quarter of a mile, you'll see a dog walk area there. It's all fenced in. It has parking. Everything's all available. In my opinion, in Baytree, we don't have room for a dog park.

Mr. Mills: Okay. Jan?

Ms. Hill: I agree. I don't see where we would put one, especially with the areas that are available to people.

Mr. Brown: It's the only open area.

Mr. Mills: Rick?

Mr. Brown: I agree. Balmoral Park is the only open area that we have left. That's it.

Mr. Mills: It's going to probably cause issues down there too.

Resident (Not Identified): If you put it in a dog park, you would be required to put in restrooms, would you not?

Mr. Show: No.

Mr. Mills: No.

Mr. Showe: We have lots of dog parks with no restrooms.

Resident (Not Identified): I didn't know that. I thought maybe that was part of the reason why you didn't want to do it.

Mr. Showe: No.

Resident (Not Identified): I'm familiar with the one on Murrell Road. It is fantastic, but are we just talking about a fenced-in area in the area we have? What scope are we talking about?

Mr. Showe: I can tackle that. At this point the Board hasn't even gotten to that point. It was a request from a resident and they're determining whether they even want to proceed with the scope or not.

Resident (Not Identified): Can we at least get the cost of a fence and what the implications are? I know there's other implications as well as the cost.

Mr. Mills: One of the things that I have a problem with, and I hope you guys can appreciate this and I'm sure the Board feels the same way, we have to look out for the entire community. Not everybody has a dog. The one on Murrell Road, I happen to know costs \$600,000.

Resident (Not Identified): It was paid for with donations.

Mr. Mills: You should use that dog park. It's the best. There's none better. For us to rope off an area, we don't know where we put it beside Balmoral. I don't want people in Balmoral having all that stench. They don't pick up their dog poop now. I don't want that stench because the next thing we're going to hear is, *"Why did you allow a dog park in Balmoral?"*

Resident (Not Identified): I think they're using that one now anyway. In that particular area, they walk their dogs there.

Mr. Mills: Exactly.

Resident (Not Identified): That's why he was saying put a fence in because dumb people think that is a dog park, even though it's not.

Ms. Hill: There are children that play at that park and mothers who have babies, walk their strollers in that area. So, it's not just for the people with dogs.

Mr. Mills: Right.

Resident (Not Identified): I'm fine. But just to clarify, that's why I did an investigation if there's a section of it to be fenced off, because people let their dogs off on their leash and having a fenced in area would give them a place to get some exercise and not be around people with baby strollers.

Mr. Mills: It's a good idea. We originally looked to put dog park back behind where the playground is and there just isn't enough room. There just isn't. So, I think we're going to say no to a dog park.

Ms. Hill: Yes.

Mr. Mills: Alright. Let's move along.

#### **A. Discussion of Amended Security Contract**

Mr. Showe: Per the Board's request, this was the final proposal based on the workshop discussion. It equates to about \$30,000 a year increase for security, which does increase our billable hours. Again, it's really up to the Board's consideration. At this point, based on the Board's request to get the site supervisor up to the salary you requested, that's the amount it's going to cost.

Mr. Brown: That's the amount that the security company is telling us that they need to start paying their guards in order to keep quality guards.

Mr. Showe: I will note, we're having this discussion at every District we have that has security. The ones that haven't raised their rates, their performance is not great. It is what it is at this stage with the market.

Mr. Mills: The only question I had, and Mike refresh my memory if you can, in the original contract, I thought that they would provide a ride around one time every day, whether it was daytime or nighttime. I think it was identified as nighttime.

Mr. Brown: It says occasionally.

Mr. Mills: Does it say occasionally?

Mr. Pawelczyk: Yeah.

Mr. Mills: I know we're not getting that.

Mr. Brown: I will talk to Bill about that.

Mr. Bosseler: They do come down to the pool and bathrooms.

Mr. Mills: But I don't see them riding through the community.

Mr. Bosseler: No.

Mr. Mills: They're supposed to do that.

Resident (Not Identified): What is the cost for the security contract?

Mr. Brown: The new cost is going to be \$208,000 a year for 24/7 and six holidays.

Mr. Showe: It will total about \$215,000 once you add in the holiday days. \$207,000 is the regular and then there are nine holidays.

Ms. Hill: It's really \$207,957.

Mr. Mills: What does IOB pay?

Mr. Showe: Hold on. I'll pull it up.

Resident (Not Identified): Has the Board considered a virtual guard system?

Mr. Showe: No. But they could.

Resident (Not Identified): I'm not talking about that for today, but it's something you may want to consider. There's a supplier by the name of Envera.

Mr. Showe: Oh yeah. We use them at several of our properties.

Resident (Not Identified): We use them in Kissimmee. We're trying that out right now.

Mr. Showe: It's a virtual guard. What happens is you pull up and instead of a guard being there, there's a remote or a box. It comes on and a voice says, *"Hey, how are you doing? Where are you going?"* You put your driver's license in a little scanner and then they open the gate and let you go from there.

Mr. Brown: What happens if you don't put your driver's license in the scanner like some of our people refuse to do?

Mr. Showe: You can't do that here. You still have to give them entry just like you do now.

Resident (Not Identified): But if you are a resident, you can go through your own gate. You don't have to go through the front door system. It's just for guests.

Mr. Pawelczyk: It's got pluses and minuses, just like your current system.

Mr. Mills: Exactly.

Ms. Hill: But based on what you just said, if someone refuses to give their driving license, the virtual system has to let them in.

Mr. Showe: We don't have to do that right now. That law stays no matter what service you get.

Mr. Brown: But now we take the make and model of the car and the license plate.

Mr. Showe: They still do all of that. There's a camera system, so they get all of that information. It's just not a person. So, it's up to the Board to determine if that's a deterrent for you or if that's a service.

Mr. Bosseler: Could we get a quote?

Mr. Showe: Sure.

Mr. Bosseler: From one of those companies just to take a look at it. See what it is.

Mr. Mills: We can discuss at a workshop.

Mr. Brown: If its run through Spectrum, forget it.

Mr. Mills: Exactly.

Mr. Brown: We're still having all kinds of problems with our own computer systems at the pool, the tennis court and the back gate through Spectrum.

Mr. Mills: I talked to the camera guy today. It's all Spectrum.

Mr. Brown: It's crazy. It's nuts.

Mr. Showe: We can certainly get a quote.

Mr. Mills: Do we need a motion?

Mr. Showe: We would need a motion to approve the first amendment of the contract?

On MOTION by Mr. Brown seconded by Ms. Hill with all in favor the amended security contract was approved.
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**B. Review of Draft 2023 Budget**

Mr. Showe: We wanted to start the discussion of the draft 2023 budget, which we anticipate presenting at the May meeting for Board approval. A couple of the goals that we started with here, just so that you're aware, is we started with no assessment increase. That was our main goal. We did look at basically every contract with about a 5% increase. We know those are coming based on what we're seeing anywhere else, so we build those in. We built about 10% increase in your utilities. Again, it may not be that much, but we'd rather plan it out that way and back it down. We also built in the security contract increase that was just approved. We still put \$100,000 in the roads. Obviously, based on direction from you guys today, we can increase that for your next version to see what it would look like.

Mr. Brown: I think that is smart.

Mr. Showe: What number would you like? \$130,000 or \$140,000 maybe?

Ms. Hill: He quoted \$130,000 today?

Mr. Showe: We can push it to that. Certainly.

Ms. Hill: Because that's what we were quoted. He was only using 2%.

Mr. Brown: In the Beautification Fund, you've only got \$12,000 for next year. The Queen Palms out front are old. They're tall and getting ugly looking and we want to replace them. You not going to replace five Queen Palms for \$12,000.

Mr. Mills: Try \$80,000

Mr. Showe: Well, there are some additional landscape line items that we can use as well for replacement, but yes, you're correct.

Ms. Hill: When that \$100 assessment was added so many years ago, it was designated. Do you have to undesignate that because that's why we raised that \$100?

Mr. Showe: No. They raised the General Fund and then it's allocated annually on a budget basis.

Ms. Hill: We were all under the impression that this assessment was specifically for maintaining the beauty of our community. I just want to you know that's what we all assumed that \$100 was going to be used for.

Mr. Showe: Basically, every year except for last year, we had some increases last year so it was reduced a little bit. Then in order to accommodate us with no more additional assessment increases, that's where we're at for now. Again, it's up to the Board.

Mr. Brown: If that was what was proposed, then that's what it should be.

Mr. Mills: That's what was proposed.

Mr. Brown: Alright. So, then that needs to be kicked up.

Mr. Showe: I'll do it.

Mr. Brown: Okay. See where we are.

Ms. Hill: Am I wrong?

Mr. Mills: No, you are not.

Mr. Brown: I don't recall, but that's what it is.

Mr. Showe: In technical terms, it was a General Fund assessment and then it gets allocated to however they allocated yearly on a budget. It's not designated.

Mr. Mills: Let me ask. How many of you here like the appearance of Baytree now and like where it's planned on going?

Resident (Not Identified): It's good.

Mr. Mills: There's your answer.

Mr. Showe: Let me do some quick math here. If we increase the roads by \$30,000 and we add another \$35,000...

Mr. Brown: You're talking about \$150,000.

Mr. Mills: How much do we have to carry over?

Mr. Showe: In what?

Mr. Mills: In the Beautification Budget.

Mr. Showe: We are projecting about \$20,000 at the end of this year.

Ms. Hill: Just maintain that amount.

Mr. Showe: That's \$65,000 divided by \$461,000.

Mr. Brown: About \$150,000.

Ms. Hill: Use the carryover.

Mr. Showe: Yeah. It's going to be about a \$140 increase if we do that. We could certainly do that. We'll present it to you that way at your next meeting. We always recommend if you're even thinking about an assessment increase to make it higher when you do the Proposed Budget. You can always bring it back down. I think we did that last year when we did the increase. We actually brought it down closer too, but we can certainly do that.

Mr. Brown: I would. We should be realistic about what we're looking at.



Mr. Showe: Okay. If that's the direction of the budget, we will bring it back at your next meeting.

Mr. Mills: Okay. Very good.

**C. Discussion of Dog Park Request**

This item was discussed.

**D. Discussion of Balmoral Speed Hump**

This item was discussed.

**E. Consideration of Resolution 2022-03 Correcting Scriveners Errors in Sections 2.04 and 2.05 of the Recreational Facility Policies and Procedures**

Mr. Brown: Is that a section in the law.

Mr. Showe: I think Mike can address it.

Mr. Pawelczyk: This is a resolution dealing with your recreational rules. There is no substantive change to the rules themselves. Okay? Over the last two months, a question came up and I was asked to look at the rules. I looked through the rules and noticed some of the references to the section number themselves were incorrect. I think that had do with what we set up the rules in Part 1, Part 2, Part 3. We didn't catch them all apparently or they just didn't get transferred over. So, I went through all of your rules as you will see in the exhibit, and basically corrected the section number; for instance, 2.04C1 is the first one. I put the full set of rules in here to show you that we won't make any changes other than to correct the section references mainly dealing with the pavilion. So, that's all it is. It's a scriveners error. We don't have to re-advertise that because we are not making any substitute changes. We're just going through and fixing those four or five references.

Mr. Mills: Do we need a motion to clean it up?

Mr. Pawelczyk: Yes, a motion to adopt the resolution to make those changes. We'll correct the website.

On MOTION by Mr. Brown seconded by Ms. Hill with all in favor Resolution 2022-03 Correcting Scriveners Errors in Sections 2.04 and 2.05 of the Recreational Facility Policies and Procedures was adopted.

**F. Authorization of Treasurer and Assistant Treasurer to Sign on Behalf of District for Regions Credit Line**

Mr. Showe: We just need a formal motion for the bank that we have our line of credit through. Obviously, there were some changes in our officers, so they would like formal approval from the Board and authorization for the Treasurer and Assistant Treasurer to sign on behalf of the District to continue to authorize your line of credit.

Mr. Mills: For the audience, could you tell who the Treasurer and Assistant Treasurer are?

Mr. Showe: I believe that's myself and Ms. Katie Costa in our office. Again, that line of credit is something the Board has always hung on to. I think it's a valuable tool just in case a large emergency happens. So, it would be our recommendation to go ahead and provide that approval.

On MOTION by Ms. Hill seconded by Mr. Bosseler with all in favor Authorization of Treasurer and Assistant Treasurer to sign on behalf of District for regions credit line was approved.

Ms. Witcher: Jason, which bank is that?

Mr. Showe: Regions.

Ms. Witcher: Okay.

**SIXTH ORDER OF BUSINESS**

**CDD Action Items/Staff Reports**

**A. CDD Action Items**

Mr. Showe: We just have our continued two items. For the recreation area improvements, we are still waiting on the playground, which much like everything else is significantly delayed with materials.

Mr. Bosseler: The good news is that they didn't move the playground further out. It's still planned for June.

Resident (Not Identified): Will it be open this June?

Mr. Showe: As long as we get the material.

Mr. Mills: Were hoping.

Mr. Showe: We have a bench that we ordered for another property in January and it will not arrive until July. The other item is the Beautification Fund plan.

Ms. Hill: This has been on the Action Item List since January.

Mr. Showe: We've done most of our conservation area trim backs. I know Mike spoke to the landscaper today. He has a few more that he still has to hit, but other than that, Mel, do you have any other updates?

Mr. Mills: No. Have you noticed that the preserve areas are looking cleaner and crispier? They are not as dead and trashy looking as they were.

Ms. Hill: Yeah.

Mr. Mills: If you see anything, please let me know, so we can take action.

Resident (Not Identified): Okay. I do have something for Tropic Care. Along Turnberry, those bushes are growing back over and they need to be trimmed again.

Mr. Showe: Which ones?

Ms. Hill: In front of Turnberry that are always overgrown in the sidewalk.

Mr. Showe: I had that conversation with them this morning on several areas.

Ms. Hill: Thank you.

Mr. Showe: We'll reinforce it. There is always a thin line to cut on.

Resident (Not Identified): Did you see what they did on the way to the library? They butchered those and they haven't come back. We are to the point where we may need to be more drastic.

Ms. Hill: They won't come back nice and neat.

Mr. Mills: They will fill out at the bottom.

Ms. Hill: They'll come back out. I've seen him do it elsewhere.

Mr. Mills: You can't kill them. Look at the ones out front. We trim way back.

Ms. Hill: That's a weed that loves to grow, whatever it is.

Mr. Mills: They'll come back.

Mr. Bosseler: We also need the area in front of the pool taken care of that has the grasses. It's all into the sidewalk again.

Mr. Showe: That's all we have.

**B. Additional Staff Reports**

**i. Attorney**

Mr. Pawelczyk: I don't have anything necessary to report this time, other than just to follow up on the discussion on the BCA extra sign that you are going to talk about at your workshop. If you're going to move forward with that, I recommend that we enter into a license agreement with the BCA, which is very simple, that just authorizes them to put this sign on our property. It will show what the sign will look like and that it will be maintained in accordance with the levels that Baytree expects.

Mr. Brown: Can we put a contingency on that like that they continue to supply a certain amount of money for the holiday lights? *(Laughter)*

Mr. Pawelczyk: That's what is recommended. I just wanted to update since this Board, more than any other, encourages resident participation at these meetings. There is no legal requirement for the CDD to post the meeting.

Mr. Showe: Correct.

Mr. Pawelczyk: I just wanted to make sure that was clear because I know the BCA has certain legal requirements for posting that they have to do on the property. That's their issue. But for the CDD, there is no legal requirement. The CDD has always posted it because you all have directed Jason to make sure that it's posted. On those limited times when it wasn't posted, I remember coming to the meeting and the District Manager being reminded how important that was. So, the only legal requirement that we have is to publish our annual meeting schedule in the newspaper and put it on the website. I just wanted to make sure that's clear.

Mr. Brown: There was some pending legislation in this State this year about whether or not you had to publish a public notice about certain meetings. Did that ever pass?

Mr. Pawelczyk: It's been in the legislature for years. In fact, it's there again to allow, let's say the CDD and Brevard County to post all of their meetings on their website, which is publicly accessible. In fact, if I need to find out when Baytree is meeting, I don't look in the Brevard County newspaper. I go to the website. So, that legislation was there. It started going through a committee and then all of a sudden the newspaper lobby got it. The result of that was, you might remember we posted in our Legislative Report, that we are now allowed to post our meetings on

the newspaper's website. It doesn't cost anything different. We still have to pay a tremendous amount of money to post it on the website, which nobody looks at.

Mr. Showe: When you do the regular notice, they put it on the website anyway.

Mr. Pawelczyk: It's never been passed because there's no benefit to the legislation that was passed in the last legislative session. But at the same time, I remind my Boards when this comes through, newspapers rely on public advertising. That doesn't mean they shouldn't exempt CDDs and Special Districts, which I think they should, but the amount of money local governments spends on public notices, help fund newspapers. Unfortunately, as a local government, CDDs and all of our clients have to do the same thing, but at least they allow us to publish an annual notice and then our public hearing for the budgets. So, we're not required to keep doing that, but it would save you a couple of thousand dollars a year if they were to allow CDDs like ours just to put it on the website.

Mr. Mills: Bob, could you give the Board some dimensional drawings and some potential information on what you would like to do?

Mr. Eksten: Yeah. I'm just proposing permanent signs.

Mr. Mills: Our workshop is in May.

Mr. Showe: Your regular meeting is in May.

Mr. Brown: June is the workshop or July.

Mr. Pawelczyk: It would be very easy for me to put something together so you could approve something contingent on that agreement going forward, because if it's on CDD property, the CDD is going to have to have a permit.

Resident (Not Identified). I'm waiting to see if we're even allowed to do it.

Mr. Pawelczyk: I just want to let the Board know what they have to do because I don't attend workshops.

Mr. Eksten: Just to clarify one thing, the CDD does not post those meetings on the bulletin board. That doesn't mean we don't want to do that.

Mr. Mills: No, we want to do that.

Mr. Pawelczyk: That's correct.

Mr. Eksten: We don't have a way to have more space available.

Mr. Brown: The workshop is on July 12<sup>th</sup>.

Mr. Mills: So, if you can get something for us by then.

Mr. Eksten: Absolutely. I will get something before that.

Mr. Mills: Perfect. Thanks, Bob. Is there any legislation that could affect us that you know of that could be passed?

Mr. Pawelczyk: There is legislation out there that we will report on in June or July, but I don't think it's anything that's going to cost you money like the Needs Analysis did last year.

Mr. Mills: Okay.

Mr. Pawelczyk: That will continue to impact you. I'm not aware of any unfunded mandates that have come across.

Mr. Brown: Anything about trees?

Mr. Pawelczyk: No. I think there was something and it failed because local governments are trying to reel that in a little bit. I don't believe so, off the top of my head. As you know, I don't usually report on that until after the session is over and we know what the Governor is going to sign or what's going to be approved. Probably by the July meeting you'll have something or even May.

Mr. Mills: Thank you Mike.

Mr. Pawelczyk: Yes Sir.

## **ii. District Manager**

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

Mr. Mills: Andy, your report?

Mr. Hatton: Yes, sir. We worked on the uplights out front. The reason that they weren't working this morning was because the timer was off.

Mr. Mills: If you noticed, the lights weren't on at the front entrance. They are now, the timer was reset.

Mr. Hatton: They should come on around 7:30 a.m. I'll double-check that.

Mr. Bosseler: Okay, great. Thanks.

## **SEVENTH ORDER OF BUSINESS**

### **Treasurer's Report**

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

Mr. Showe: I can go through the Check Register. In your General Fund, we've got Checks 306 through 339, Check 122 from the Capital Projects Fund, Checks 53 and 54 from the

Community Beautification Fund and January and February payroll for a total of \$115,298.07. I can answer any questions on those invoices if the Board has any or a motion to approve.

On MOTION by Ms. Hill seconded by Mr. Brown with all in favor the Check Register for January 1, 2022 to February 28, 2022 in the amount of \$115,298.07 was approved.

**B. Balance Sheet and Income Statement**

Mr. Showe: You have the Balance Sheet and Income Statement. No action is required by the Board. We are doing a little better than budget to actuals. So, we're in good shape on expenses. For the year so far, you are 94% collected on your assessments. We will get to 100% before the end of the year.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Mills: Rich, do you have anything?

Mr. Bosseler: Nothing.

Mr. Mills: Jan?

Ms. Hill: I talked about before the meeting, we had an event yesterday. We noticed that the picnic tables were anchored and we've addressed that they'll be unanchored.

Mr. Showe: They'll be unanchored.

Mr. Mills: Rick, do you have anything?

Mr. Brown: Yes. First of all, congratulations Sue. That was an outstanding event yesterday. *(Applause)*

Mr. Brown: It was wonderful. Just for transparency, we did sign the agreement with Merry and Bright.

Mr. Showe: We will have Mel sign it today and have it executed.

Mr. Mills: Maybe.

Mr. Brown: I didn't spend the \$20,000 that you authorized me.

Mr. Mills: I authorized \$19,999.

Mr. Brown: No. I saved you money. We're doing some changes for next year so everybody is aware. We are not going to put lights on the Queen Palm at the back gate or the guardhouse at the back gate. The savings from that, we are going to use to put lights in the four

Ligustrum trees behind the wall at the entrance of Baytree. There are going to be lights in all of those branches for next year. We did a three-year agreement. The cost next year is \$2,000 more than the \$14,000 we had in this year's budget, but the following two years will be \$4,000 less than what we are spending. So, basically we are saving some money. The reason for the increase this year is because he is buying coax cables so that the lights will stay on during a rainstorm as opposed to going off which they do now.

Mr. Showe: He's also providing us with a benefit for a longer-term contract and providing some discounts in the second and third year.

Mr. Brown: Right.

Ms. Hill: What is the second and third year going to cost?

Mr. Brown: \$12,000. I'm going to look to maybe spend some of that.

Mr. Showe: The first year is \$1,609 and then \$1,485 for the second and third year.

Mr. Brown: You're going to love it. That's all I have.

Mr. Mills: Alright. Where's the sign for the deed-restricted community? Have we gotten that yet?

Mr. Showe: Alan's got it. We got to get it to Andy. It's been ordered and received. They came out this week and did all of the decorative poles for all of the speed humps that were left. They are still waiting on the order for the footers so that Justin can finish those up, but those are coming as well.

Mr. Mills: Okay. Regarding the lights at the rear guardhouse, are you talking about replacing the recessed lights?

Mr. Hatton: The uplights in the landscape bed. Two are currently out.

Mr. Mills: Perfect.

Mr. Hatton: I picked those up today, by the way.

Mr. Mills: On the left-hand side coming in, there's no electric.

Mr. Hatton: Just lights.

Mr. Mills: There are lights, but no electric. I don't know if the cable's been cut or what, but there's no electricity there. If you check that out, great.

Mr. Hatton: It wasn't cut on purpose.

Mr. Mills: Right.

Mr. Hutton: Okay. I'll look at that.



Mr. Mills: I would like to ask the audience. The medallions that used to be on the Phase 1 monuments with the golfer, do you see any need to put them back on?

Resident (Not Identified): I liked them.

Resident (Not Identified): I can go either way.

Mr. Mills: I've had people say that they look good just the way they are.

Mr. Brown: I like the way the walls look now.

Resident (Not Identified): The golfer is already there.

Ms. Hill: I have no problem with it. It looks clean.

Mr. Brown: It does.

Mr. Mills: Okay. What are the Board's wishes?

Ms. Hill: I think it looks fine.

Mr. Brown: Don't put them back.

Mr. Mills: All right good. You saved me a job.

Ms. Hill: Sometimes you can overdo it and you're spending money with no real benefit.

Mr. Mills: Right. What about the concrete pad at the mailbox up on Bradwick?

Mr. Showe: We're waiting on the concrete vendor to get out and do that.

Mr. Mills: Alright.

Mr. Showe: It's been authorized several times.

Mr. Mills: What about the no fishing signs between the lakes?

Mr. Showe: It's on our list.

Resident (Not Identified): Are we going to replace the ones that are already there or are these additional?

Mr. Mills: These are the ones that have disappeared for some reason.

Resident (Not Identified): Do we really need them?

Ms. Hill: Yes.

Mr. Mills: Oh, yeah.

Resident (Not Identified): Can you put them on the private property behind our houses?

Mr. Showe: If it's on the lake bank, it's not private property. That's our property. Those are typically the ones that go missing for some strange reason.

Ms. Hill: Do we have anything that says, "*Alligators?*"

Mr. Mills: We do not.

Mr. Showe: I think your council would have some feedback on it.

Resident (Not Identified): Do we need to?

Mr. Pawelczyk: Liability-wise, it's best to put up "*Beware of Wildlife*" signs because it's not the alligators' causing issues, it's the snakes. A community was sued in Pembroke Pines. For some reason, the court or the Plaintiff's attorney seemed to believe that when there's a bunch by the lake, I need to be warned that there could be a snake or an alligator in there. So, it's best to have something in there saying, "*Beware of Wildlife*."

Mr. Mills: We could incorporate that with the no fishing signs.

Mr. Pawelczyk: Something like that.

Mr. Showe: We could. I like the no fishing/no trespassing signs. I think that covers it.

Mr. Pawelczyk: I think that covers it too. I think your lakes are pretty clear. You don't have a lot of vegetation.

Mr. Showe: You've got gators, but not a lot of brush or places for them to really hide.

Resident (Not Identified): You can tell if they're out there.

Mr. Bosseler: The little pond next to the tennis park now has an alligator.

Mr. Pawelczyk: It's on the website, isn't it? If it's over 5 Feet or something like that, you can call the State.

Mr. Showe: Four feet.

Ms. Hill: Don't do it in my neighborhood. We like our alligators.

Mr. Pawelczyk: I'm not going to do it in anybody's neighborhood.

Resident (Not Identified): I understand that there's a large one in IOB behind their houses. Jim and I were walking two weeks ago and they thought it was a male, but now the baby is about 2 feet long walking down the street.

Mr. Pawelczyk: Welcome to Florida.

Mr. Mills: I have one more item. What I'd like for the Board to consider is Linda and I own some property in Viera East and they sent out this annual review of what they did as far as the CDD for the year. I'd like for the Board to consider doing that. We had a night meeting in December with little or no attendance. This has the fiscal issues in it. It has the golf club. It has Woodside Park. It has the dog park in it, things that they have done. Then it has all of the fire line cutting estimate dates and what lake banks are getting restored this year and next year. I think it would be a great information piece to send to all of the residents.

Ms. Hill: I do too. I think it would help people understand the difference between the CDD and the BCA as well, because a lot of times people confuse the two.

Mr. Mills: Well right here it says, "*What is the CDD?*"

Ms. Hill: Right.

Mr. Mills: Let's bring this up at the workshop. We'll talk about it and then bring it for a formal vote. I have nothing else.

Mr. Mills: Carolyn do you have anything?

Ms. Witcher: Has the lake bank company been contacted again because they haven't indicated the dates for this year?

Mr. Showe: No, he has not yet provided us with those dates. It will be later in the year at some point.

Ms. Witcher: Okay. Is the workshop on July 12<sup>th</sup>?

Mr. Showe: Yes.

Ms. Witcher: When is the next meeting?

Ms. Hill: May 4<sup>th</sup>, I think.

Mr. Showe: Correct.

## **NINTH ORDER OF BUSINESS**

### **Public Comment Period**

Mr. Showe: Are there any audience comments? We ask that you please state your name and address for the record, please.

Resident (Sandy Schoonmaker, Berwick Way): What are we doing with that piece of cement next to the pavilion that should be a bocce ball court?

Mr. Mills: Part of that gets torn up when we do the pickleball court.

Resident (Sandy Schoonmaker, Berwick Way): Why was it put there?

Mr. Brown: It's the base of the bocce ball court.

Resident (Sandy Schoonmaker, Berwick Way): The bocce ball court has cement under it?

Mr. Showe: Yeah. That's what was under it.

Mr. Mills: That would make a nice shuffleboard court.

Mr. Showe: I think until we determine what we're going to do there, we just felt we could leave it there.

Resident (Sandy Schoonmaker, Berwick Way): Oh no, that's okay.

Mr. Mills: Are there any other comments?

Resident (Jackie): Did you just approve the minutes or did I miss that?

Mr. Brown: You missed that.

Resident (Jackie): Okay. Sorry. I was trying to keep up with you. I noticed on our walks, the sidewalks now are sprayed where there are humps. Is that something we're working on?

Mr. Showe: Andy can address why the sidewalks are marked.

Mr. Hatton: It's a sidewalk review. Anything that was not ADA approved was marked. We will have a company come through and level those.

Resident (Jackie): Okay. That's what I was wondering.

Mr. Hatton: It may take a while to get through the entire community.

Mr. Mills: Nick?

Resident (Nick Williams): After this last big rain, I think we noticed that our drains were getting full of leaves and things like that. A lot of the sidewalks are backing up because the little holes that they cut for water to get into the drain get clogged immediately. I think that we need to put a V there to allow, as the water rises, for the V to get bigger and allow the water to go into the drains.

Mr. Mills: I had brought that up to William months and months ago to make those holes larger.

Mr. Showe: We will have Andy look at it. Sometimes we depend on residents. Same with the drains. If you see that there are leaves in there and you can sweep it out, please do that. Our landscaper has been coming through and doing that. Actually, he came through Friday before all the rain came over the weekend and cleared a lot of the drains out.

Resident (Nick Williams): In this case, the hole was the wrong idea because the hole only gets plugged slower.

Mr. Showe: We will have Andy look at it.

Resident (Nick Williams): I think there needs to be a V instead of a hole. I'm not an engineer.

Mr. Mills: Andy will get it figured out. Yes, sir.

Resident (Not Identified): Quick question. At the last meeting, I noticed that the fiberglass monuments were getting restored. I'm just curious, what's the longevity that we expect from that?

Mr. Mills: Well, they've been there for 20 years.

Mr. Showe: They are actually Styrofoam.

Resident (Nick Williams): It's fiberglass over Styrofoam and wood. I repaired some of them myself. When it wasn't getting done, I went out and fixed what I could.

Mr. Mills: They have been there for a long time, at least 21 years.

Mr. Showe: We make repairs probably every two to three years.

Mr. Mills: It's been longer than that. It's probably been four. I like our monuments more than I do the other ones. The letters have not been painted black yet. Has he finished the monument?

Mr. Showe: I don't think so.

Ms. Hill: There are still patches. They haven't done the little indents.

Resident (Not Identified): The sides are all painted.

Ms. Hill: It looks a lot better.

Mr. Mills: Are there any other comments?

Resident (Nick Williams): I just have a suggestion. The CDD website is generally pretty good and the spirit of communication is probably included in the calendar. Some of us could actually subscribe to the calendar rather than trying to remember to check it. It wouldn't show up on my calendar. Most websites include those as part of what you are paying for anyway.

Mr. Showe: We've never done that for any of our Districts, but I can see what's out there.

Mr. Mills: That may be a good idea. Yes, ma'am.

Resident (Not Identified): There's a colored brochure that comes out that introduces each new resident of Baytree. Who puts that out?

Mr. Mills: I'm not familiar with it.

Resident (Not Identified): That might be a good place to put what the CDD does. That comes in the mail. Somebody does it and it introduces some of our new residents and what they do. It has a lot of good stuff.

Resident (Not Identified): That's Wendy.

Ms. Hill: I don't get one of those.

Mr. Mills: You don't get one? That's the magazine.

Resident (Not Identified): *Baytree Living*.

Ms. Hill: Oh, I get the magazine.

Mr. Mills: She doesn't mention the CDD at all in there, none of the officers, no phone numbers, nothing. I've mentioned that to her. Whether she's going to do that or not, I don't know.

Resident (Not Identified): Do you want to be in the magazine? I'm serious.

Mr. Mills: I think it would be nice to have the CDD Board Members and their telephone numbers and/or e-mail address.

Mr. Pawelczyk: It can come right off of the website.

Mr. Mills: She can pull it off of the website.

Resident (Not Identified): Like you said, it can have the roles of the CDD versus the BCA. Not every time.

Mr. Mills: We've done that several times.

Mr. Brown: I thought that was in the welcome basket.

Resident (Not Identified): Yes. We do put it in the welcome basket, but he was talking about publishing something.

Mr. Brown: Oh, in the magazine.

Mr. Mills: Yeah. It's an annual report.

Resident (Not Identified): We have two sheets of paper. So, it's not like they don't get the information. Do they read it?

Mr. Brown: They don't read it.

Resident (Not Identified): There is something on one of the websites that's called, "*Baytree Infolink*." It's a text e-mail, and phone messaging.

Mr. Brown: That was started by Mr. Wayne Wilkerson.

Resident (Not Identified): Is it still working?

Mr. Showe: The BCA had that.

Mr. Brown: When Mr. Wayne Wilkerson was President of the BCA, he set up that infolink. I don't know whether it's still valid now or not.

Resident (Not Identified): So, it's the BCA, not the CDD?

Mr. Brown: Correct.

Ms. Hill: That's the one that would tell you that the back gate wasn't working and all that kind of stuff.

Mr. Showe: Yeah, we would use it occasionally to get the word out, but I haven't used that in several years.

Resident (Not Identified): I'll check with Mr. Paul Matthis. Bob, are we not still paying for the infolink?

Mr. Mills: I don't think so.

Ms. Hill: I think it was in your budget.

Resident (Not Identified): Because if we are, I'm really into communication.

Mr. Eksten: I'm not sure, but Art would know.

Mr. Brown: The only people that were on that infolink were people who gave Wayne their email addresses.

Resident (Sandy Schoonmaker, Berwick Way): No. Every new resident that I go and visit and every one of the VMs are supposed to be doing this, but evidently things aren't working like I think they are. You're supposed to send your information to Paul. Included in that is an e-mail and cellphone number. When I talk to him, I say, "*Now we have this infolink, do they have permission to use that?*" They all say, "*Yes.*" So, I provide them with a phone number. I know most of you are doing that, but no one has used it for years.

Ms. Hill: Didn't we have a form that people could sign that gave people permission to use their email?

Mr. Mills: Yes.

Ms. Hill: Does anyone have a copy of that? I was telling Maureen about it.

Resident (Sandy Schoonmaker, Berwick Way): We don't do that anymore. According to the BCA, once they give it to me, you don't have to fill out a form. You just give it to Paul. She has that record.

Mr. Mills: Many years ago, we used to have a resident directory that had everybody's name, phone number and email address. Is there any legal reason why we cannot do that, Michael?

Mr. Pawelczyk: There is no legal reason why you can't do it, but then it's a public record.

Mr. Mills: No, I mean if the BCA does it.

Mr. Pawelczyk: I don't think so, but you'd have that check with the BCA.

Mr. Eksten: It got to a point where too many people did not want anything do with it.

Resident (Sandy Schoonmaker, Berwick Way): Yes. I have new residents and there are only 48 houses in Kingswood. They said, *"Let's have a neighborhood directory."* I said, *"Okay,"* and sent out and I ended up with 15 people. I sent out the notice twice. They don't want to do it. They don't want to give out their information. I promised it was only going to go to those of us who live in Kingswood. It wasn't going to go to anybody. I guess people don't want to do it.

Mr. Mills: Is there anything else from the audience? Again, many, many thanks for coming. We greatly appreciate your support.

**TENTH ORDER OF BUSINESS****Adjournment**

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

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Secretary / Assistant Secretary

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Chairman / Vice Chairman



## SECTION V

# SECTION A

## RESOLUTION 2022-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (**“Board”**) of the Baytree Community Development District (**“District”**) prior to June 15, 2022, a proposed budget (**“Proposed Budget”**) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (**“Fiscal Year 2022/2023”**); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 3, 2022

HOUR: 12:00 p.m.

LOCATION: Baytree National Golf Links  
8207 National Drive  
Melbourne, FL 32940

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Brevard County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 4<sup>th</sup> DAY OF MAY, 2022.**

ATTEST:

**BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

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

# **Baytree**

*Community Development District*



**Proposed Budget  
FY 2023**



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**Baytree**  
**Community Development District**  
**Proposed Budget FY 2023**  
**General Fund**

Description	Adopted Budget FY2022	Actual thru 03/31/22	Projected Next 6 Months	Total Projected 09/30/22	Proposed Budget FY 2023
<b><u>Revenues</u></b>					
Maintenance Assessments	\$905,346	\$873,140	\$32,206	\$905,346	\$996,868
Miscellaneous Income (IOB Cost Share Agreement)	\$43,269	\$11,868	\$32,451	\$44,319	\$48,639
Miscellaneous Income	\$9,250	\$3,139	\$4,625	\$7,764	\$9,250
<b>Total Revenues</b>	<b>\$957,865</b>	<b>\$888,146</b>	<b>\$69,282</b>	<b>\$957,429</b>	<b>\$1,054,757</b>
<b><u>Expenditures</u></b>					
<b><u>Administrative</u></b>					
Supervisor Fees	\$8,000	\$5,800	\$5,000	\$10,800	\$11,000
FICA Expense	\$612	\$444	\$383	\$826	\$842
Engineering	\$35,000	\$2,635	\$31,000	\$33,635	\$36,050
Assessment Administration	\$7,500	\$7,500	\$0	\$7,500	\$7,500
Attorney Fees	\$18,000	\$9,068	\$12,000	\$21,068	\$24,000
Annual Audit	\$3,265	\$0	\$3,265	\$3,265	\$3,265
Management Fees	\$42,166	\$21,083	\$21,083	\$42,166	\$44,274
Information Technology	\$1,650	\$825	\$825	\$1,650	\$1,800
Website Maintenance	\$1,150	\$575	\$575	\$1,150	\$1,200
Telephone	\$250	\$0	\$125	\$125	\$250
Postage	\$1,500	\$1,382	\$650	\$2,032	\$2,000
Insurance	\$19,058	\$25,917	\$0	\$25,917	\$31,100
Tax Collector Fee	\$18,107	\$17,493	\$644	\$18,137	\$19,937
Printing & Binding	\$1,500	\$507	\$750	\$1,257	\$1,500
Legal Advertising	\$1,500	\$171	\$4,200	\$4,371	\$5,000
Other Current Charges	\$3,000	\$389	\$1,500	\$1,889	\$3,000
Office Supplies	\$250	\$71	\$125	\$196	\$250
Property Taxes	\$250	\$326	\$0	\$326	\$350
Property Appraiser	\$234	\$234	\$0	\$234	\$250
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenditures</b>	<b>\$163,167</b>	<b>\$94,594</b>	<b>\$82,125</b>	<b>\$176,719</b>	<b>\$193,743</b>

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2023**  
**General Fund**

Description	Adopted Budget FY2022	Actual thru 03/31/22	Projected Next 6 Months	Total Projected 09/30/22	Proposed Budget FY 2023
<i><u>Operation and Maintenance</u></i>					
Security Contract	\$185,056	\$89,225	\$105,113	\$194,338	\$214,805
Gate Maintenance Contract	\$1,200	\$650	\$0	\$650	\$1,200
Maintenance - Gatehouse	\$9,500	\$6,216	\$3,284	\$9,500	\$9,500
Telephone/Internet - Gatehouse/Pool	\$14,500	\$2,745	\$2,799	\$5,544	\$6,300
Transponders	\$5,000	\$874	\$4,126	\$5,000	\$5,000
Field Management Fees	\$29,545	\$14,772	\$14,773	\$29,545	\$31,022
Electric	\$51,500	\$25,360	\$26,400	\$51,760	\$54,075
Water & Sewer	\$12,650	\$7,343	\$5,800	\$13,143	\$13,915
Gas	\$6,500	\$5,347	\$1,525	\$6,872	\$7,150
Trash Removal	\$577	\$297	\$297	\$595	\$613
Maintenance - Lakes	\$36,696	\$18,120	\$18,120	\$36,240	\$38,531
Maintenance - Landscape Contract	\$97,650	\$47,555	\$47,766	\$95,321	\$98,398
Maintenance - Additional Landscape	\$15,000	\$7,225	\$7,500	\$14,725	\$15,000
Maintenance - Pool	\$18,700	\$9,064	\$9,802	\$18,866	\$19,944
Maintenance - Irrigation	\$8,775	\$1,441	\$4,388	\$5,829	\$9,214
Maintenance - Lighting	\$8,000	\$3,566	\$1,500	\$5,066	\$5,000
Maintenance - Monuments	\$4,000	\$845	\$6,500	\$7,345	\$4,000
Maintenance - Fountain	\$700	\$175	\$525	\$700	\$700
Maintenance - Other Field (R&M General)	\$4,000	\$2,221	\$3,000	\$5,221	\$5,000
Maintenance - Recreation	\$1,500	\$43	\$750	\$793	\$1,500
Holiday Landscape Lighting	\$14,000	\$10,258	\$0	\$10,258	\$16,092
Operating Supplies	\$750	\$0	\$560	\$560	\$750
Sidewalk/Curb Cleaning	\$15,000	\$0	\$10,000	\$10,000	\$15,000
Miscellaneous	\$1,000	\$0	\$1,000	\$1,000	\$1,000
<b>O&amp;M Expenditures</b>	<b>\$541,799</b>	<b>\$253,344</b>	<b>\$275,526</b>	<b>\$528,869</b>	<b>\$573,708</b>
<b>Total Expenditures</b>	<b>\$704,966</b>	<b>\$347,938</b>	<b>\$357,650</b>	<b>\$705,588</b>	<b>\$767,451</b>
<i><u>Other Financing Uses</u></i>					
Transfer Out - Capital Projects- Paving- Baytree	\$75,370	\$21,608	\$53,762	\$75,370	\$97,981
Transfer Out - Capital Projects - Paving - IOB Funds	\$24,630	\$0	\$24,630	\$24,630	\$32,019
Transfer Out - Capital Projects - Reserves	\$78,392	\$78,392	\$0	\$78,392	\$65,000
Transfer Out - Community Beautification Fund	\$37,265	\$37,265	\$0	\$37,265	\$45,265
Transfer Out - Rebalance First Quarter Operating	\$37,242	\$0	\$0	\$0	\$47,041
<b>Total Other Financing Uses</b>	<b>\$252,899</b>	<b>\$137,265</b>	<b>\$78,392</b>	<b>\$215,657</b>	<b>\$287,306</b>
<b>Total Expenditures &amp; Other Financing</b>	<b>\$957,865</b>	<b>\$485,203</b>	<b>\$436,042</b>	<b>\$921,245</b>	<b>\$1,054,757</b>
<b>Net Change in Fund Balance</b>	<b>\$0</b>	<b>\$402,944</b>	<b>(\$366,760)</b>	<b>\$36,183</b>	<b>\$0</b>



**Baytree**  
**Community Development District**  
**FISCAL YEAR 2023**

**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.

**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 11 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**

Expenditures with Governmental Management Services 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 2023**

#### **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 with our auditors at Berger, Toombs, Elam, Gaines & Frank.

#### **Management Fees**

The District has contracted with Governmental Management Services 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**

Represents costs with Governmental Management Services related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

#### **Website Maintenance**

Represents the costs with Governmental Management Services associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

#### **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.

# Baytree

## Community Development District

### FISCAL YEAR 2023

#### **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**

Any other miscellaneous expenditures incurred during the year that does not fall under a budgeted line item.

#### **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.

#### **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 services.

DESCRIPTION	ANNUAL AMOUNT
REGULAR HOURS: CONTRACT COST OF \$23.61 PER HOUR FOR 359 DAYS	\$203,424
HOLIDAY HOURS: CONTRACT COST OF \$35.42 PER HOUR FOR 6 DAYS	\$5,100
CONTINGENCY	\$6,281
	<u>\$214,805</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.

**Baytree**  
**Community Development District**  
**FISCAL YEAR 2023**

**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, pest control, 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 Spectrum.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
201 BAYTREE DR FRONT GATE	\$200	\$2,400
630 BAYTREE DR BACK GATE	\$145	\$1,740
8207 NATIONAL DR POOL AREA	\$145	\$1,740
CONTINGENCY		\$420
		<u>\$6,300</u>

**Transponders**

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

**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	MONTHLY AMOUNT	ANNUAL AMOUNT
FIELD MANAGEMENT FEES (GMS)	\$2,585	\$31,022
		<u>\$31,022</u>

# Baytree

## Community Development District

### FISCAL YEAR 2023

#### 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	\$16	\$189
02781-39043	8207 NATIONAL DR # POOL HSE	\$525	\$6,300
04080-73153	609 BAYTREE DR # WALL	\$16	\$189
04396-25492	8205 NATIONAL DR # COURTS	\$47	\$567
09459-03086	8147 OLD TRAMWAY DR # ENTRANCE	\$21	\$252
11105-10375	7948 DAVENTRY DR # WALL	\$16	\$189
14771-79517	345 BAYTREE DR # PUMP	\$42	\$504
15604-14425	8005 KINGSWOOD WAY # FOUNTAIN	\$315	\$3,780
36008-52200	602 BAYTREE DR # SIGN	\$21	\$252
46619-40025	8253 OLD TRAMWAY DR # ENT SIGN	\$26	\$315
47131-19107	1409 SOUTHPOINTE CT# ENT SIGN	\$16	\$189
67950-66148	7951 DAVENTRY DR # PUMP STREET	\$47	\$567
724916-0156	7942 KINGSWOOD WAY #LIGHTS	\$21	\$252
73679-10572	201 BAYTREE DR # GRD HSE	\$116	\$1,386
83711-46575	8005 KINGSWOOD WAY # STREET LIGHTS	\$2,835	\$34,020
86596-45173	8005 KINGSWOOD WAY # PUMP	\$147	\$1,764
88573-27285	687 DEERHURST DR # PUMP	\$74	\$882
91260-64568	8128 OLD TRAMWAY DR # SIGN	\$16	\$189
99142-26460	8005 KINGSWOOD WAY# GATE	\$21	\$252
	Contingency		\$2,037
			<b>\$54,075</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 AMOUNT	ANNUAL AMOUNT
121573-112400	201 BAYTREE DR #GUARDHOUSE	\$63	\$756
167895-118058	8207 NATIONAL DR #POOL	\$840	\$10,080
	CONTINGENCY		\$3,079
			<b>\$13,915</b>

# Baytree

## Community Development District

### FISCAL YEAR 2023

#### 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	\$525	\$6,300
CONTINGENCY		\$850
		<u>\$7,150</u>

#### Trash Removal

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

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
96 Gallon Trash Toter	\$51	\$613
		<u>\$613</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	\$2,625	\$31,500
NATURAL AREAS MANAGEMENT: CONTRACT COST OF		\$4,740
\$790 BI-MONTHLY		\$2,291
CONTINGENCY		<u>\$38,531</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	\$7,961	\$95,532
CONTINGENCY		\$2,866
		<u>\$98,398</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 2023**

**Maintenance - Pool**

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

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
<b>VENDOR: BEACH POOLS</b>		
<b>POOL MAINTENANCE</b>		
SEPTEMBER THRU MAY - 3 DAYS/WEEK	\$721	\$6,497
JUNE THRU AUGUST - 5 DAYS/WEEK	\$924	\$2,772
CONTINGENCY - POOL REPAIRS		\$3,500
<b>VENDOR: COVERALL OF ORLANDO</b>		
JANITORIAL SERVICES	\$431	\$5,172
SUPPLIES		\$2,003
		<hr/>
		<b>\$19,944</b>

**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 gatehouse, etc.

**Baytree**  
**Community Development District**  
**FISCAL YEAR 2023**

**Sidewalk/Curb Cleaning**

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

**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 2023**  
**Capital Projects Reserve**

Description	Adopted Budget FY2022	Actual thru 03/31/22	Projected Next 6 Months	Total Projected 09/30/22	Proposed Budget FY 2023
<b>Revenues:</b>					
BCA Contribution	\$40,000	\$33,000	\$0	\$33,000	\$0
Interest Income	\$100	\$2	\$3	\$5	\$0
<b>Total Revenues</b>	<b>\$40,100</b>	<b>\$33,002</b>	<b>\$3</b>	<b>\$33,005</b>	<b>\$0</b>
<b>Expenses:</b>					
Lake Bank Restoration/Evaluation	\$30,000	\$30,840	\$0	\$30,840	\$30,000
Sidewalk/Gutter Repair	\$10,000	\$0	\$10,000	\$10,000	\$10,000
Drainage Maintenance	\$8,000	\$0	\$8,000	\$8,000	\$8,000
Curb - Tree Trimming/Replacements	\$4,000	\$0	\$4,000	\$4,000	\$4,000
Recreation Area Improvements	\$30,000	\$0	\$40,000	\$40,000	\$5,000
Pool Furniture	\$4,000	\$0	\$0	\$0	\$0
Pool Refurbishing	\$15,000	\$0	\$0	\$0	\$0
Bank Fees	\$0	\$264	\$528	\$792	\$600
Capital Outlay	\$10,000	\$14,580	\$4,810	\$19,390	\$0
<b>Total Expenditures</b>	<b>\$111,000</b>	<b>\$45,684</b>	<b>\$67,338</b>	<b>\$113,022</b>	<b>\$57,600</b>
<u><b>Other Financing Sources</b></u>					
Transfer In	\$78,392	\$78,392	\$0	\$78,392	\$65,000
Beginning Fund Balance	\$2,046	\$3,847	\$0	\$3,847	\$2,221
<b>Total Other Financing Sources</b>	<b>\$80,438</b>	<b>\$82,239</b>	<b>\$0</b>	<b>\$82,239</b>	<b>\$67,221</b>
<b>Net Change in Fund Balance</b>	<b>\$9,538</b>	<b>\$69,557</b>	<b>(\$67,335)</b>	<b>\$2,221</b>	<b>\$9,621</b>

<b>Baytree CDD - Capital Improvement Program</b>				
<b>Project Description</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>
Lake Bank Restoration	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Sidewalk /Gutter Repair	\$ 10,000	\$ 14,500	\$ 14,500	\$ 14,500
Drainage Maintenance	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000
Curb - Tree Trimming/Replacements	\$ 4,000	\$ 6,500	\$ 6,500	\$ 6,500
Tennis Court Lights	\$ -	\$ -	\$ 2,000	\$ -
Pool Refurbishment	\$ -	\$ -	\$ -	\$ -
Recreational Area Improvements	\$ 5,000	\$ -	\$ -	\$ -
Pool Furniture	\$ -	\$ -	\$ -	\$ 4,000
Gate Operators	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	\$ 57,000	\$ 61,000	\$ 63,000	\$ 65,000

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2023**  
**Pavement Management**

Description	Adopted Budget FY2022	Actual thru 03/31/22	Projected Next 6 Months	Total Projected 09/30/22	Proposed Budget FY 2023
<b>Revenues:</b>					
Interest Income	\$75	\$18	\$0	\$18	\$0
<b>Total Revenues</b>	<b>\$75</b>	<b>\$18</b>	<b>\$0</b>	<b>\$18</b>	<b>\$0</b>
<b>Expenses:</b>					
Bank Fees	\$0	\$207	\$228	\$435	\$500
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$207</b>	<b>\$228</b>	<b>\$435</b>	<b>\$500</b>
<i>Other Financing Sources</i>					
Beginning Fund Balance	\$378,345	\$357,795	\$0	\$357,795	\$457,379
Transfer In - Baytree	\$75,370	\$21,608	\$53,762	\$75,370	\$97,981
Transfer In - IOB	\$24,630	\$0	\$24,630	\$24,630	\$32,019
<b>Total Other Financing Sources</b>	<b>\$478,345</b>	<b>\$379,403</b>	<b>\$78,392</b>	<b>\$457,795</b>	<b>\$587,379</b>
<b>Net Change in Fund Balance</b>	<b>\$478,420</b>	<b>\$379,215</b>	<b>\$78,164</b>	<b>\$457,379</b>	<b>\$586,879</b>

	CARRY FORWARD SPLIT	
	FY 2022	FY 2023
BAYTREE	\$342,842	\$440,323
IOB	\$114,537	\$146,556
	<u>\$457,379</u>	<u>\$586,879</u>

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2023**  
**Community Beautification**

Description	Adopted Budget FY2022	Actual thru 03/31/22	Projected Next 6 Months	Total Projected 09/30/22	Proposed Budget FY 2023
<b>Expenses:</b>					
Bank Fees	\$400	\$200	\$50	\$250	\$400
Beautification Projects	\$0	\$30,650	\$0	\$30,650	\$0
<b>Total Expenditures</b>	<b>\$400</b>	<b>\$30,850</b>	<b>\$50</b>	<b>\$30,900</b>	<b>\$400</b>
<i>Other Financing Sources</i>					
Beginning Fund Balance	\$24,125	\$13,145	\$0	\$13,145	\$19,510
Transfer In - Baytree	\$37,265	\$37,265	\$0	\$37,265	\$45,265
<b>Total Other Financing Sources</b>	<b>\$61,390</b>	<b>\$50,410</b>	<b>\$0</b>	<b>\$50,410</b>	<b>\$64,775</b>
<b>Net Change in Fund Balance</b>	<b>\$60,990</b>	<b>\$19,560</b>	<b>(\$50)</b>	<b>\$19,510</b>	<b>\$64,375</b>

# Baytree

## Community Development District

### O&M Assessment Calculation

	<b>FY 2022</b>	<b>FY 2023</b>	
Net Assessments	\$905,346	\$996,868	
Discounts (4%)	\$37,875	\$41,704	
Gross Assessments	\$943,221	\$1,038,572	
Less : Golf Course (2.25%)	\$21,222	\$23,368	
Adjusted Gross	\$921,999	\$1,015,204	
Assessable Units:			
Phase 1	304	304	
Phase 2	<u>157</u>	<u>157</u>	
Total	461	461	
			<u>Change From</u>
			<u>2022</u>
Per Unit O & M Assessments	\$2,000.00	\$2,202.18	\$202.18

FY 2023 Baytree CDD Assessments	Phase 1	Phase 2
Per Unit O & M	\$2,202	\$2,202

**Isles of Baytree**  
**Baytree Roadway Maintenance Cost Sharing Agreement**  
**Proposed Budget FY2023**

	<b>FY23 Proposed Budget</b>
Security	\$214,805
Maintenance - Gatehouse/Agreement	\$10,700
Telephone - Gatehouse	\$6,300
Utilities <sup>1</sup>	\$4,001
Maintenance - Lighting	\$2,500
Capital Reserve - Paving Management <sup>2</sup>	\$32,019
<b>Total</b>	<b>\$270,325</b>
Less: Golf Course Contribution (2.25%)	(\$6,082)
Total to be assessed To Baytree CDD & Isles of Baytree HOA	\$264,243
Total Number of Lots	
Baytree Phase I	304
Baytree Phase II	157
Isles of Baytree	104
	<u>565</u>
Total Per Lot Assessment	\$468
Total Expenses divided by Total Units	
Proposed Amount for Isles of Baytree HOA for FY23	\$48,639
<b>Notes</b>	
<b>Total Utilities</b>	
201 Baytree Drive Guardhouse	\$1,419
201 Baytree Drive Guardhouse - Water	\$632
8005 Kingswood Way - Street Lights	\$1,950
	<u>\$4,001</u>
Capital Reserve Calculation is based on the following areas:	
Baytree Boulevard	
National Drive	
Kindswood Drive	
Total Area of Pavement	89,711
IOB Shared Roadway Area	22,093
Fraction of Shared Roadways	24.63%
Total Projected FY21 Paving Management	\$130,000
IOB Shared Cost	\$32,019

## SECTION B

Document Prepared By and Return To:  
Michael J. Pawelczyk, Esq.  
Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
SunTrust Center, Sixth Floor  
515 East Las Olas Boulevard  
Fort Lauderdale, Florida 33301

Parcel ID: 26-37-22-SK-N-9

### **ENCROACHMENT AGREEMENT**

THIS IS AN ENCROACHMENT AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between:

**BAYTREE COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government created pursuant to Chapter 190, Florida Statutes, situated in unincorporated Brevard County, Florida, whose address is 219 East Livingston Street, Orlando, Florida 32801(the “District”), and

**CHERYL C. MARLETTE**, an individual, having a principal address at 8175 Belford Way, Melbourne, Florida 32940 (the “Owner”).

**WHEREAS**, Owner owns the following described property in Brevard County, Florida (“Owner Property”):

Tract J, Lot 9, Block N, BALMORAL BAYTREE PLANNED UNIT DEVELOPMENT PHASE 3, according to the Plat thereof, as recorded in Plat Book 47, Page 44 of the Public Records of Brevard County, Florida; Address: 8175 Belford Way, Melbourne, Florida 32940; Parcel ID No. 26-37-22-SK-N-9 (the “Owner Property”); and

**WHEREAS**, a twenty (20’) foot drainage easement is located on the southwesterly boundary of the Owner Property, ten (10’) feet of which drainage easement is located on Owner Property, and which drainage easement is dedicated to the District pursuant to the BALMORAL BAYTREE PLANNED UNIT DEVELOPMENT PHASE 3-TRACT J Plat, as recorded in Plat Book 47, Page 44 of the Public Records of Brevard County, Florida (the “District Drainage Easement”); and

**WHEREAS**, within the District Drainage Easement is a drainage pipe running between the two (2) adjacent homes to a stormwater pond that is part of the District’s stormwater management system; and

**WHEREAS**, Owner acknowledges and accepts that the Encroachment could impact the adjacent encroaching residential structure, as the drainage pipe could fail or may need to be replaced or repaired; and



**WHEREAS**, the residential home situated on Owner Property was constructed in 2004 in a manner in which the residential home and the screened patio encroaches approximately up to three feet, three inches (3'3") into the District Drainage Easement (the "Encroachment"), which Encroachment is more particularly shown on Exhibit A, attached hereto and made a part hereof; and

**WHEREAS**, Owner desires to secure the consent from District for the Encroachment into the District Drainage Easement;

**WHEREAS**, the District has determined that the Encroachment will not adversely impact the operation, maintenance, or functioning of the District stormwater management system.

**NOW, THEREFORE**, in consideration of the mutual covenants and the conditions contained in this Agreement, and other good and valuable consideration, the adequacy and receipt of which are hereby acknowledged, the parties agree as follows:

1. Recitals. The foregoing recitals are true and correct and are incorporated into this Agreement.

2. Encroachment: Pursuant to the following conditions, the District consents to the Encroachment as identified in Exhibit A:

- A. The Encroachment shall be maintained in good condition at all times by Owner and at Owner's expense; and
- B. The Encroachment shall not be expanded in any way beyond that which is identified herein; and
- C. Owner understands and agrees that no other structures, equipment, decking, concrete, bricks, trees, or vegetation (other than sod) shall be installed within the District Drainage Easement by Owner or any other person without the written approval of the District; and
- D. Owner understands and agrees that the portion of the residential structure, and therefore, the residential structure itself, that encroaches into the District's Drainage Easement could be impacted by a failure of the drainage pipe in the District Drainage Easement or in connection with the repair or replacement of said drainage pipe.

3. Owner shall indemnify and hold the District harmless from any and all liability incurred now or in the future as a result of any claim, injury, death or property damage, directly or indirectly resulting due to the existence of, or the failure to maintain, the Encroachment or any part of the Encroachment, and for any negligence, acts, or omissions of Owner, Owner's employees, agents, or invitees. Owner further indemnifies and holds harmless the District of any and all liability incurred now or in the future as a result of any claim, injury, death, or property damage, directly or indirectly resulting from any failure of the drainage pipe in the District Drainage Easement or from any repairs or replacement to said drainage pipe by the District or any of its agents.

4. It is understood that this Encroachment Agreement is granted to Owner for its sole benefit and as a special exception to the policy of the District and that this Agreement shall be construed most strictly in favor of the District and against Owner.



WITNESSES:

**AS TO OWNER, CHERYL C.  
MARLETTE, individually**

\_\_\_\_\_

By: \_\_\_\_\_  
CHERYL C. MARLETTE

Print Name: \_\_\_\_\_

\_\_\_\_\_

Print Name: \_\_\_\_\_

STATE OF FLORIDA                    }  
  } ss  
COUNTY OF BREVARD                }

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_ day of \_\_\_\_\_, 2022, by Cheryl C. Marlette, who is personally known to me or has produced \_\_\_\_\_ as identification and did not (did) take an oath.

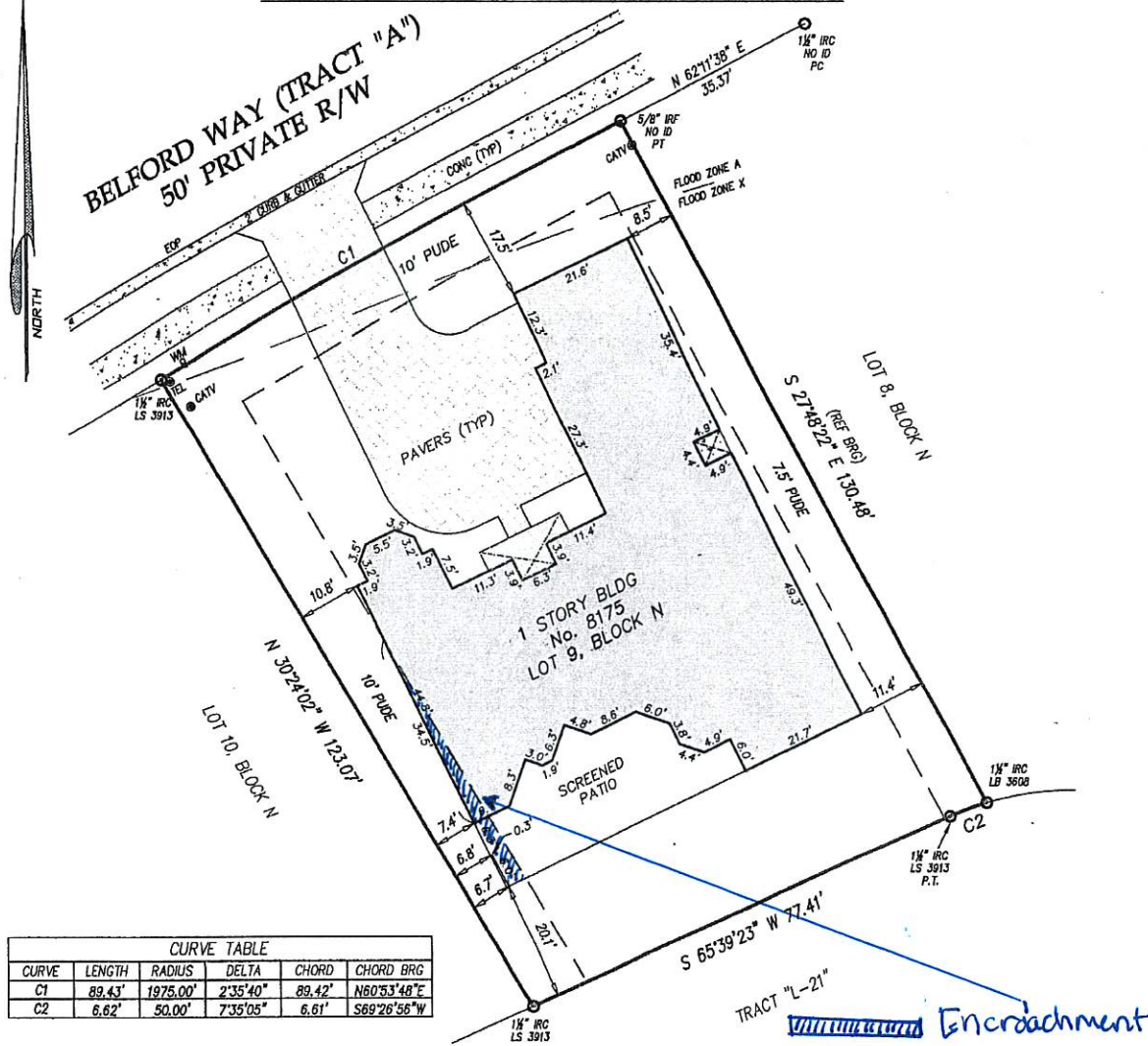
\_\_\_\_\_  
Notary Public, State of Florida  
[Signature]

\_\_\_\_\_  
Name of Notary  
[Typed, Printed or Stamped]

My Commission Expires:

**EXHIBIT A**  
**ENCROACHMENT**

# MAP OF BOUNDARY SURVEY



CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA	CHORD BRG
C1	89.43'	1975.00'	2'35'40"	89.42' N60°53'48"E
C2	6.62'	50.00'	7'35'05"	6.61' S69°20'56"W

A = ARC  
 A/C = AIR CONDITIONER  
 BFE = BASE FLOOD ELEVATION  
 BLDG = BUILDING  
 BLK = BLOCK  
 BM = BENCHMARK  
 BRG = BEARING  
 (C) = CALCULATED  
 CATV = CABLE TELEVISION  
 CBS = CONCRETE BLOCK STRUCTURE  
 CHO = CHORD  
 C/L = CENTERLINE  
 CLF = CHAIN LINK FENCE  
 CMF = CONCRETE MONUMENT FOUND  
 CMP = CORRUGATED METAL PIPE  
 CONC = CONCRETE  
 COR = CORNER  
 (D) = DEED  
 DB = DEED BOOK  
 DA = DELTA ANGLE  
 ELEC = ELECTRIC  
 ELEV = ELEVATION  
 ENC = ENCROACHMENT  
 EOP = EDGE OF PAVEMENT  
 ESMT = EASEMENT  
 FB = FIELD BOOK

FEMA = FEDERAL EMERGENCY MANAGEMENT AGENCY  
 FF = FINISHED FLOOR  
 FNC = FENCE  
 FND = FOUND  
 F&L = FLORIDA POWER & LIGHT COMPANY  
 ID = IDENTIFICATION  
 IFP = IRON PIPE FOUND  
 IFR = IRON ROD & CAP FOUND  
 IRS = IRON ROD FOUND  
 IRF = 5/8" IRON ROD SET "LB 7838"  
 LB = LICENSED BUSINESS NUMBER  
 LS = (RLS) or (PLS) REGISTERED OR PROFESSIONAL LAND SURVEYOR  
 (M) = MEASURED  
 NAVD = NORTH AMERICAN VERTICAL DATUM  
 NDF = NAIL & DISK FOUND  
 NOS = 1 1/4" NAIL & DISK SET "LB 7838"  
 NGVD = NATIONAL GEODETIC VERTICAL DATUM  
 No. = NUMBER  
 O/H = OVERHEAD  
 ORB = OFFICIAL RECORDS BOOK  
 O/S = OFFSET  
 (P) = PLAT  
 PB = PLAT BOOK

PC = POINT OF CURVATURE  
 PCC = POINT OF COMPOUND CURVATURE  
 PCP = PERMANENT CONTROL POINT  
 PI = POINT OF INTERSECTION  
 PLS = PROFESSIONAL LAND SURVEYOR  
 PCB = POINT OF BEGINNING  
 POC = POINT OF COMMENCEMENT  
 PRC = POINT OF REVERSE CURVATURE  
 PRM = PERMANENT REFERENCE MONUMENT  
 PSM = PROFESSIONAL SURVEYOR AND MAPPER  
 PT = POINT OF TANGENCY  
 PUE = PUBLIC UTILITY & DRAINAGE EASEMENT  
 R = RADIUS  
 REF = REFERENCE  
 RNG = RANGE  
 R/W = RIGHT OF WAY  
 SEC = SECTION  
 SFHA = SPECIAL FLOOD HAZARD AREAS  
 TEL = TELEPHONE RISER  
 TYP = TYPICAL  
 UP = UTILITY POLE  
 WD = WOOD  
 WIT-COR = 5/8" IRON ROD SET WITH CAP "WITNESS LB 7838"  
 WM = WATER METER  
 XCF = CROSS CUT FOUND

## LEGAL DESCRIPTION:

LOT 9, BLOCK N, BALMORAL BAYTREE PLANNED UNIT DEVELOPMENT PHASE 3 - TRACT J, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 47, PAGES 44-47, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA

BOUNDARY SURVEY	DATE: 4/8/22	JOB No. 41993
		FB 22-3-14
		BALMORAL/LBN

CERTIFIED TO:  
CHERYL MARLETTE

## CERTIFICATION:

I HEREBY CERTIFY: THAT THE ATTACHED SURVEY WAS DONE UNDER MY DIRECTION AND MEETS THE STANDARDS AND PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL LAND SURVEYORS IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027 FLORIDA STATUTES.

JOEL A. SEYMOUR PROFESSIONAL LAND SURVEYOR AND MAPPER  
STATE OF FLORIDA No. LS 8133

DATE: 4/8/22

DRAWN BY: JAS

SCALE 1 INCH = 20 FEET

## NOTES:

- BEARINGS BASED ON THE EAST LINE OF LOT 9 BEING S27°48'22"E AS PER PLAT (SEE SKETCH)
- ELEVATIONS BASED ON (NOT APPLICABLE)
- BEARINGS, DISTANCES OR ANGLES SHOWN ARE THE SAME AS PLAT, DEED OR RECORD UNLESS SHOWN OTHERWISE.
- HORIZONTAL CLOSURE MEETS OR EXCEEDS THE ACCURACY REQUIREMENTS FOR SUBURBAN LAND AS PER FLORIDA STATUTE 5J-17-6.003
- BEARINGS, DISTANCES OR ANGLES SHOWN ARE THE SAME AS PLAT, DEED OR RECORD UNLESS SHOWN OTHERWISE.
- NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY, IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY.
- THE SURVEYOR HAS NOT LOCATED NOR ATTEMPTED TO LOCATE ANY UNDERGROUND UTILITIES, FOUNDATIONS, OR STRUCTURES OTHER THAN THOSE THAT MAY BE SHOWN HEREON.
- ONLY BOUNDARY CORNER MONUMENTS AS SHOWN HEREON ARE TO BE USED FOR THE LOCATION AND CONSTRUCTION OF IMPROVEMENTS.
- UNLESS OTHERWISE INDICATED THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE SEARCH OR ATTORNEY'S TITLE OPINION.

**Kane Surveying, Inc.**  
 FLORIDA LICENSED BUSINESS No. LB 7838  
 505 DISTRIBUTION DRIVE  
 MELBOURNE, FLORIDA 32904  
 (321) 676-0427 FAX (321) 984-1448

# SECTION C

# 2022 SPECIAL DISTRICTS QUALIFYING PROCEDURE

Qualifying Period – Noon, June 13, 2022 to Noon, June 17, 2022

*(Dates are subject to change)*

## **Special District Candidates who WILL NOT incur election expenses or contributions will do the following:**

1. Present the items listed below during the qualifying period
  - Form 1 – Statement of Financial Interest
  - Form DS-DE 302NP Candidate Oath – Nonpartisan Office
  - Qualifying fee of \$25.00 or
  - 25 valid petitions.

## **Special District Candidates who WILL incur election expenses or contributions must do the following:**

1. File DS-DE9 Appointment of Campaign Treasurer/Designation of Campaign Depository (open campaign account). This must be completed **prior** to accepting campaign contributions and making campaign expenditures, (section 99.061(3), F.S.).
2. Read Chapter 106 of the Florida Statutes, and submit a DS-DE84 Statement of Candidate.
3. File required campaign treasurer's reports
4. Present qualifying documents during the qualifying period.
  - Form 1 – Statement of Financial Interest
  - Form DS-DE 302NP Candidate Oath – Nonpartisan Office
  - Qualifying fee of \$25.00 or
  - 25 valid petitions

## **Candidates Paying the Qualifying Fee:**

All special district candidates, except a person certified to qualify by the petition method or seeking to qualify as a write-in candidate, must pay the qualifying fee of \$25.00.

The qualifying fee for a special district candidate is not required to be drawn upon the candidate's campaign account.

## **Candidates Qualifying by Petition Method:**

Special district candidates need to 25 valid signatures of qualified electors within the district. There is a fee of 10 cents per petition to be paid to the Supervisor of Elections for the cost of verifying the signature. The fee must be paid at the time the petitions are submitted.

The deadline for submitting candidate petitions is **noon, May 16, 2022.**

Special district candidates are not required to file Form DS-DE 9 prior to collecting signatures.

*See Section 99.061(3), Florida Statutes.*

## SECTION VI



# SECTION A

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start	Estimated Completion	Comments/Estimated Completion
1	Recreation Area Improvements	Showe/Hatton	Ongoing	7/9/20	2022		
2	Beatification Fund Plans for FY 22	Mills/Hatton	Ongoing	7/9/20			Expected to Trim Conservation Areas in 2022
3	Streetlight Painting	Showe/Hatton	Ongoing	4/4/22			Quotes Attached - \$14K - 33K

the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million, from 2.5 million in 1980 to 4 million in 1995. The public sector has also become an important employer of women, with 55% of public sector employees being women in 1995, compared with 45% in 1980.

There are a number of reasons why the public sector has become an important employer of women. One reason is that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work. Another reason is that the public sector has a high proportion of jobs that are part-time or flexible, which are more likely to be held by women.

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**ANCHORPAINTING.COM**  
**274 E. Eau Gallie Blvd., Suite 342**  
**Indian Harbour Beach, FL 32937-4874**

April 12, 2022

**CONTRACT AGREEMENT**

THIS AGREEMENT, submitted between Anchor Painting, Inc., hereinafter called the Contractor, and Baytree CDD, hereinafter called the Owner, agree as follows:

The Contractor shall furnish materials, equipment, and labor, as well as perform the work in a workmanlike manner on the following described property to wit:

**Baytree Community**  
**Street Light Poles, Optional Street Light Fixtures**  
**201 Baytree Drive**  
**Melbourne, FL 32940**

**SCOPE OF PROJECT**

The chemical treatment and pressure cleaning of surfaces to be painted, and coating application to one hundred thirty-five (135) Florida Power and Light (has FPL tag) previously painted exterior street light poles, and if selected, one hundred thirty-five (135) previously painted FPL street light fixtures with Sherwin Williams recommended products or other manufacturer's equivalent.

**Excluded areas: street light fixtures unless selected, all other light fixtures or poles, street sign poles, all building or structures, all floors, pavers, sidewalks, curbing, parking lot, signage, or any other areas not specified above.**

Contractor will gladly provide a quote for the excluded areas, upon request.

## SCOPE OF WORK

### 1. General Surface Preparation

Exterior surfaces to be painted shall be thoroughly pressure cleaned with a minimum of 4000 PSI using a rotary tip to remove dirt, loose flaking paint, and chalking oxidized paint. Mold and mildew will be chemically treated with a 1:1 solution of Chlorine and water. Special care will be taken to insure personal property is not damaged by water. Walkways and outside areas will be cleaned of paint chips and debris.

### II. Street Light Poles, Optional Street Light Fixtures

One hundred thirty-five (135) Florida Power and Light (has FPL tag) previously painted exterior street light poles, and if selected, one hundred thirty-five (135) previously painted FPL street light fixtures to be painted shall first receive scraping and hand sanding then be solvent cleaned with either Denatured Alcohol or Cleaner/Degreaser to remove dust, dirt residue, or greasy film. Selected poles and fixtures shall receive **OPTION 1:** one (1) coat of Sherwin Williams Pro Industrial Multi-Surface Acrylic Semi-Gloss Coating, #B66 Series, **OR** **OPTION 2:** upgrade to two (2) coats of Sherwin Williams Pro Industrial Multi-Surface Acrylic Semi-Gloss Coating, #B66 Series.

*Surfaces to be painted shall be applied with adequate pressure by skilled journeymen and with only the finest quality products.*

## MATERIALS, EQUIPMENT, AND LABOR

1. Contractor shall furnish materials, equipment, labor, tools, /or other structure and supervision required for the cartage, unloading, storage, surface preparation, application, and cleanup of the associated products covered in this specification.
2. As much as possible, Contractor will have the same Foreman and crew on the job and not relocate them for the duration of the project. Contractor cannot be responsible if unforeseen conditions arise.

## SPECIAL CONDITIONS

1. Owner and Contractor will agree on any changes in the specifications before the work commences.
2. This contract may only be modified if Owner and Contractor sign a subsequently written Agreement that sets forth any changes. If there are any work modifications, the resulting cost or credit will be included in that Agreement.
3. Areas, grounds, windows, parking areas, etc. will be left clean of paint splattering and drippings. Plants, shrubbery, and trees will be protected as much as possible. Contractor will use reasonable care to protect the work area.

4. Contractor shall provide covering or protection around scaffolding or other equipment used in this work. In addition to daily clean up, Contractor shall be responsible for storing materials and equipment.
5. Contractor shall not be liable for damage to parked vehicles or property under or near designated work areas, screens that are not removed, minor pitting or scratching of glass, or settling of dust on property near designated work areas.
6. Owner agrees to remove all personal property from entranceways and other work areas and trim all foliage clinging to or obstructing the work areas. Owner shall provide a water and electricity source. Owner permits Contractor to advertise with onsite property signage for up to 90 days following completion of the project and publish this work including images of all structures, both during and after the project.
7. Provisions shall be made to protect the Owner's property and property of residents from damage by notice distribution and safe working techniques. Residents and guests will be thoroughly guarded against hazard or injury by making full use of clearly marked signs and barricades. Any property damaged as a result of this work shall be restored or repaired by the Contractor, at his expense.
8. Owner's representative shall communicate directly with Contractor or his designated supervisor, and vice versa. If there are verbal and/or written disputes or conflicts, this contract shall prevail over any other verbiage, specifications, addenda and documentation, and shall be the sole governing document for this work.
9. Contractor cannot guarantee coverage until color selections are made and samples are applied (tests can be made prior to starting to determine coverage once color selection is finalized). For non-drastic color changes, one (1) coat primer sealer followed by one (1) finish coat may cover adequately. Drastic color changes may require two (2) finish coats, which would result in an additional fee for labor and materials.
10. Color changes that require additional coats to cover shall incur an additional fee for added labor and materials. Contractor may apply a sample, once the color is selected, upon Owner's request, to assist the Owner in determining number of coats desired. This contract is limited to three color choices, more of which may incur additional fees. Owner shall arrange for and obtain, at Owner's expense, any color permits or approvals required by local or state authorities prior to scheduling.
11. The Contract shall be construed in accordance with the laws of the State of Florida. Any legal proceeding brought for any matters arising out of or relating to the Work described herein shall be brought in the Court of competent jurisdiction in Brevard County, Florida. In the event of a dispute arising under this Contract or any warranty, whether a lawsuit, appeal, or proceeding is filed, if the Contractor prevails, he shall be entitled to recover reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigating entitlement to attorneys' fees and cost as well as determining or quantifying the amount of recoverable attorneys' fees and costs.

12. Contractor shall in no way be liable for damages, due to the normal course of work, such as water intrusion around leaky windows during pressure cleaning, preexisting or concealed conditions, latent peeling, concrete repairs, inherent surface or structural defects such as latent corrosion, defects in substrates such as crumbling stucco, concrete restoration, deteriorated wood or siding, dents in doors, rough or uneven surfaces such as rough feeling metal or dents, multiple layers of peeling paint, etc.
13. Contractor will perform work on specific, obvious repair areas according to the preceding scope, but will in no way be liable for any latent, unforeseen damage or work beyond what is described above. Carpentry, concrete and drywall repairs shall incur extra fees, unless specified otherwise.
14. Previous soundly bonded materials that remain intact, materials not removed by the pressure washing, scraping, and/or sanding process, shall be considered soundly bonded. Bare, peeling, chalky, or dirty areas will receive surface conditioning primer, but it may be determined by Contractor to be unnecessary in some cases, at his own discretion, if the surface is free of these characteristics. Coating product specifications are subject to positive results of ASTM adhesion testing and final color selection prior to application.
15. Contractor shall in no way be liable for damages, due to the normal course of work, to items that are already compromised by rust or age that can easily be damaged when lightly bumped or handled, as is required to do the work. Contractor shall in no way be responsible for replacing or repairing damaged items, including but not limited to, brittle screens, dry rotted plastic, cracked light covers, rusted handrail brackets, etc.
16. Contractor shall not be obligated to perform work on any inaccessible areas such as behind shutters and downspouts, walking surfaces such as sidewalks, interior surfaces such as closets, hallways, stairwells, or enclosures of any kind, or upon finished surfaces such as windows, light fixtures, stainless steel, etc., unless otherwise noted.
17. On surfaces that are peeled or rusted, it is assumed the peeled edges may still be visible after priming and painting, unless specifically stated otherwise. Contractor will prepare surfaces by lightly sanding and scraping for optimum adhesion, but Owner must be aware the Contractor will be painting over previous layers of coating. Stripping surfaces to bare, if available, may be quoted upon request.
18. Should the need for additional repairs to the premises beyond the Scope of Work become evident, and the Contractor has the means by which to provide this service and will notify the Owner of the same. Contractor may provide a bid for any such repairs.
19. Contractor has projected a sequence of work, staging and method of application in order to expedite the project. Crews will be permitted to work Mondays through Saturdays from 7:30 am to 5:30 pm, unless otherwise agreed upon in advance of project commencement. Owner shall not change or specify the sequence of work, staging or application method, unless agreed upon prior to contract signing as changes may incur additional fees.
20. By signatures below, this constitutes the entire agreement between the parties.

## INSURANCE, PERMITS, AND FEES

1. Contractor shall comply with city, state, and county licensing requirements. Price does not include permits or engineering fees, if structural damage is to be repaired.
2. Contractor shall submit statements of General Liability and Workers Compensation Coverage, upon request, and agrees to keep said insurance in force for the duration of this project.

## ANCHOR WARRANTY & ANNUAL MAINTENANCE PROGRAM

1. For a period of **OPTION 1** two (2) years **OR** **OPTION 2** five (5) years Anchor Painting, Inc. shall warrant that there will be no peeling or blistering, due to inferior workmanship, in specified painted light pole surfaces outlined in this contract
2. **Anchor Painting, Inc. Annual Inspection & Annual Maintenance Program:**

Anchor Painting, Inc. shall inspect painted light pole surfaces every year, upon request, for the duration of the warranty period and provide to the Owner an annual written report, upon request, if any defects are observed and what corrective measures were taken.

3. This warranty does not cover, including but not limited to: standing water due to improper drainage or other means, leaks in roof, dynamic movement in the structure, new cracks that were not treated due to further structural settling, alterations of the existing structure by adding on or removing a portion, altering the use of the structure, vandalism, Acts of God, hurricanes, corrosion, floods, oxidation, rust, fading, abuse, negligence, deterioration of the surface caused by defects in the substrate or previous coatings, failure to maintain products as per the maintenance requirements, latent concealed conditions, faulty workmanship and materials of other manufacturers, contractors past or present, consequential damage, or any causes other than defective materials or inferior workmanship.
4. Remedy in the event that light pole peeling or blistering occurs, Contractor will rectify the problem area at no labor or material cost to the Owner.
5. Warranty document will be provided at the completion of the project and once final payment has been received. The warranty document must be fully executed in order to be valid. A sample document is available for review, upon request.

## CONTRACT PRICE

1. Work is guaranteed to be completed as specified, the scope of work to be performed in accordance with the specifications written above and completed in a substantial, workmanlike manner for the following sum:



<b>Pricing – Option 1 – One (1) Coat Two (2) Year Warranty</b>	<b>Total</b>	<b>Initial</b>
A.) One hundred thirty-five (135) Florida Power and Light (has FPL tag) previously painted exterior street light poles	\$12,150.00	
B.) Optional: One hundred thirty-five (135) previously painted FPL street light fixtures	\$1,350.00	

**\*\*\*\*\*OR\*\*\*\*\***

<b>Pricing – Option 2 – Two (2) Coats Five (5) Year Warranty</b>	<b>Total</b>	<b>Initial</b>
A.) One hundred thirty-five (135) Florida Power and Light (has FPL tag) previously painted exterior street light poles	\$18,225.00	
B.) Optional: One hundred thirty-five (135) previously painted FPL street light fixtures	\$2,025.00	

**NOTE:** For the best end results, and longevity of the coating, Contractor highly recommends selection of **Option 2.**

- All payments are to be made directly to Anchor Painting, Inc. Periodic progress payments to be made are for both materials stored on the site and work in progress. Fifteen percent (15%) of the contract amount is due upon contract approval. Subsequent invoices shall be submitted based upon progress of the job. Payments must be received within ten (10) days after Invoices are submitted to Owner. Interest will be charged for delinquent payments at a one and one-half percent (1.5%) per month rate until full payment is received. Contractor and Owner shall walk the property together at the end of the project to compile a final touch up list. Owner shall release ten percent (10%) retention no later than ten (10) working days after the completion of the work identified in the final touch up list.
- The total contract price is effective as of the above date and shall remain so for a period of thirty (30) days, after such time the price is subject to change.

IN WITNESS WHEREOF, we have executed this Agreement the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Anchor Painting, Inc.

Owner

\_\_\_\_\_  
Ryan Bonner, President

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Ryan Bonner  
Print Name

\_\_\_\_\_  
Print Name

the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million, from 2.5 million in 1980 to 4 million in 1995. The public sector has also become an important employer of women, with 5.5 million women employed in the public sector in 1995, compared with 4.5 million in 1980.

There are a number of reasons why the public sector has become an important employer of women. One reason is that the public sector has a high proportion of women in its workforce. In 1995, 88% of the public sector workforce were women, compared with 78% in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

Another reason why the public sector has become an important employer of women is that it has a high proportion of jobs that are part-time or flexible. In 1995, 22% of the public sector workforce were employed on part-time or flexible contracts, compared with 12% in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

A third reason why the public sector has become an important employer of women is that it has a high proportion of jobs that are well-paid. In 1995, the average salary of a public sector employee was £18,000, compared with £15,000 in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

There are a number of other reasons why the public sector has become an important employer of women. One reason is that the public sector has a high proportion of jobs that are secure. In 1995, 88% of the public sector workforce were employed on permanent contracts, compared with 78% in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

Another reason why the public sector has become an important employer of women is that it has a high proportion of jobs that are well-located. In 1995, 22% of the public sector workforce were employed in London, compared with 12% in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

A third reason why the public sector has become an important employer of women is that it has a high proportion of jobs that are well-qualified. In 1995, 88% of the public sector workforce were employed in jobs that required a degree or higher qualification, compared with 78% in 1980. This is due to a number of factors, including the fact that the public sector has a high proportion of jobs that are traditionally held by women, such as teaching, nursing, and social work.

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# Invoice

292958

SOLD TO

Baytree CDD

SHIP TO

J Warren Services, LLC

ADDRESS

Light poles proposal

ADDRESS

900 10th Avenue

CITY, STATE, ZIP

CITY, STATE, ZIP

Indianalantic, FL 32903

CUSTOMER ORDER NO.

SOLD BY

TERMS

F.O.B.

DATE

ORDERED

SHIPPED

DESCRIPTION

PRICE

UNIT

AMOUNT

135, 25ft sensor street lights  
to be cleaned, some grinded  
and painted gloss black

\$225 - \$250 each  
(estimate)



## SECTION VII

# SECTION A

# Baytree

## Community Development District

### Summary of Check Register

March 1, 2022 to March 31, 2022

Fund	Date	Check No.'s	Amount
General Fund	3/1/22	340 - 343	\$ 8,123.68
	3/2/22	344	\$ 37,265.00
	3/11/22	345 - 346	\$ 4,587.69
	3/16/22	347 - 351	\$ 7,618.85
	3/24/22	352 - 358	\$ 23,401.65
	3/30/22	359 - 362	\$ 15,554.68
			<hr/>
		\$ 96,551.55	
Community Beautification Fund	3/4/22	55	\$ 2,600.00
			<hr/>
			\$ 2,600.00
Payroll	<u>March 2022</u>		
	Carolyn E. Witcher	50549	\$ 184.70
	Gilbert M. Mills Jr.	50550	\$ 184.70
	Janice Hill	50551	\$ 184.70
	Richard C. Bosseler	50552	\$ 184.70
	Richard L. Brown	50553	\$ 184.70
			<hr/>
		\$ 923.50	
			<hr/>
			\$ 100,075.05

\*\*\* CHECK DATES 03/01/2022 - 03/31/2022 \*\*\*

BAYTREE GENERAL FUND  
BANK F BAYTREE CDD-GF SUN

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
3/01/22	00224	2/16/22 2078368	202201 310-51300-31100	ENGINEER SERVICES JAN 22	*	1,595.00	
				DEWBERRY ENGINEERS, INC			1,595.00 000340
3/01/22	00200	2/16/22 1801731	202202 320-53800-34500	SECURITY 2/10/22-2/16/22	*	3,403.68	
				DOTHAN SECURITY INC			3,403.68 000341
3/01/22	00039	3/04/22 416789	202203 320-53800-47000	AQUATIC WEED CNTL MAR 22	*	2,625.00	
				ECOR INDUSTRIES			2,625.00 000342
3/01/22	00241	2/09/22 934641	202202 320-53800-47600	CLEANED MAIN WATERFALL	*	500.00	
				J. WARREN SERVICES LLC			500.00 000343
3/02/22	00171	3/01/22 03012022	202203 320-58100-10000	FY22 BEAUTIFICATION TXFER	*	37,265.00	
				BAYTREE CDD COMM BEAUTIFICATION			37,265.00 000344
3/11/22	00004	1/31/22 173452	202201 310-51300-31500	ENGINEER SVCS JAN 22	*	787.50	
				BILLING, COCHRAN, LYLES, MAURO & RAMSEY			787.50 000345
3/11/22	00021	3/01/22 429	202203 310-51300-34000	MANAGEMENT FEES MAR 22	*	3,513.83	
		3/01/22 429	202203 310-51300-35200	WEBSITE ADMIN MAR 22	*	95.83	
		3/01/22 429	202203 310-51300-35100	INFORMATION TECH MAR 22	*	137.50	
		3/01/22 429	202203 310-51300-51000	OFFICE SUPPLIES MAR 22	*	.78	
		3/01/22 429	202203 310-51300-42000	POSTAGE MAR 22	*	32.90	
		3/01/22 429	202203 310-51300-42500	COPIES MAR 22	*	19.35	
				GOVERNMENTAL MANAGEMENT SERVICES			3,800.19 000346
3/16/22	00005	3/15/22 03152022	202203 300-15500-10000	FY22 TEMP METER PRESSURE	*	820.00	
				CITY OF COCOA UTILITIES			820.00 000347
3/16/22	00200	3/02/22 1801812	202202 320-53800-34500	SECURITY 2/24/22-03/02/22	*	3,403.68	
				DOTHAN SECURITY INC			3,403.68 000348

BAYT --BAYTREE-- MBYINGTON

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER					RUN 4/27/22		PAGE 2		
*** CHECK DATES 03/01/2022 - 03/31/2022 ***		BAYTREE GENERAL FUND									
		BANK F BAYTREE CDD-GF SUN									
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #				
3/16/22	00052	3/07/22 663783	202203 320-53800-47500	LED ENVOY FLOOD BULB	*	220.00					
FLORIDA BULB & BALLAST INC.							220.00	000349			
3/16/22	00021	3/01/22 430	202203 320-53800-34000	FIELD MGMT MAR 22	*	2,462.08					
		3/01/22 430	202203 320-53800-49000	ULINE HOME/OFFICE DEPOT	*	620.71					
		3/01/22 430	202203 320-53800-51500	MAINTEN MATERIALS MAR 22	*	42.82					
GOVERNMENTAL MANAGEMENT SERVICES							3,125.61	000350			
3/16/22	00225	2/24/22 9994519-	202203 320-53800-43300	WASTE MGMT MAR 22	*	49.56					
WASTE MANAGEMENT CORPORATE SERVICES							49.56	000351			
3/24/22	00019	3/01/22 5627	202203 320-53800-46200	POOL SERVICE MAR 22	*	721.87					
BEACH POOL SERVICE							721.87	000352			
3/24/22	00004	2/28/22 173791	202202 310-51300-31500	GENERAL COUNSEL FEB 22	*	1,755.00					
BILLING, COCHRAN, LYLES, MAURO&RAMSEY							1,755.00	000353			
3/24/22	00233	3/01/22 15800300	202203 320-53800-46200	CLEANING SVCS MAR 22	*	431.00					
COVERALL ORLANDO							431.00	000354			
3/24/22	00224	3/18/22 2091647	202202 310-51300-31100	GEN ENGINEER FEB 22	*	520.00					
		3/18/22 2091852	202202 310-51300-31100	STORMWATER ANALYSIS	*	95.00					
DEWBERRY ENGINEERS, INC							615.00	000355			
3/24/22	00200	2/23/22 1801750	202202 320-53800-34500	SECURITY 2/17/22-2/23/22	*	3,403.68					
		3/09/22 1801829	202203 320-53800-34500	SECURITY 3/3/22-3/9/22	*	3,403.68					
		3/16/22 1801843	202203 320-53800-34500	SECURITY 3/10/22-3/16/22	*	3,383.42					
DOTHAN SECURITY INC							10,190.78	000356			
3/24/22	00039	3/14/22 416646	202203 320-53800-47000	NATURAL AREAS MGMT MAR 22	*	790.00					
ECOR INDUSTRIES							790.00	000357			
BAYT --BAYTREE--					MBYINGTON						



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
3/24/22	00016	2/03/22 44661	202202 320-53800-47300	LANDSCAPE MAINT FEB 22	*	7,961.00	
		2/03/22 44661	202202 320-53800-47200	FERTILIZATION FEB 22	*	344.00	
		2/09/22 44720	202202 320-53800-47400	REPLACE NOZZLES	*	593.00	
TROPIC-CARE OF FLORIDA, INC.							8,898.00 000358
3/30/22	00047	3/24/22 S235086	202203 320-53800-41100	REPAIR REAR GATE 3/10/22	*	260.00	
ACCESS CONTROL TECHNOLOGIES							260.00 000359
3/30/22	00200	3/23/22 1801864	202203 320-53800-34500	SECURITY 3/17/22-3/23/22	*	3,403.68	
DOTHAN SECURITY INC							3,403.68 000360
3/30/22	00039	4/01/22 418699	202203 300-15500-10000	AQUATIC WEED CNTRL APR 22	*	2,625.00	
ECOR INDUSTRIES							2,625.00 000361
3/30/22	00016	3/01/22 44779	202203 320-53800-47300	LANDSCAPE MAINT MAR 22	*	7,961.00	
		3/08/22 44850	202203 320-53800-47200	CUT/REMOVE LANDSCAPE	*	875.00	
		3/08/22 44851	202203 320-53800-47200	REMOVE DOG WASTE	*	50.00	
		3/08/22 44857	202203 320-53800-47400	REPLACE IRRIGATION VALVE	*	325.00	
		3/08/22 44858	202203 320-53800-47400	REPLACE IRR SOLENOID	*	55.00	
TROPIC-CARE OF FLORIDA, INC.							9,266.00 000362
TOTAL FOR BANK F						96,551.55	
TOTAL FOR REGISTER						96,551.55	

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/04/22	00007	2/15/22 998211	202202 600-53800-46000	CREATIVE STONE SOURCE, INC.	*	2,600.00	
		INSTALL STONES					
-----							2,600.00 000055
TOTAL FOR BANK D						2,600.00	
TOTAL FOR REGISTER						2,600.00	

BAYT --BAYTREE-- MBYINGTON

## SECTION B

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

***Unaudited Financial Reporting***  
***March 31, 2022***



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**Baytree**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2022**

	<i>General Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<u><b>Cash:</b></u>			
Operating Fund	\$ 521,817	\$ -	\$ 521,817
Capital Reserves	\$ -	\$ 69,557	\$ 69,557
Pavement Management	\$ -	\$ 379,215	\$ 379,215
Community Beautification	\$ -	\$ 35,810	\$ 35,810
<u><b>Investments:</b></u>			
Custody	\$ 1,030	\$ -	\$ 1,030
Due from Beautification	\$ 13,250	\$ -	\$ 13,250
Prepaid Expenses	\$ 3,445	\$ -	\$ 3,445
<b>Total Assets</b>	<b>\$ 539,542</b>	<b>\$ 484,581</b>	<b>\$ 1,024,123</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 20,991	\$ 3,000	\$ 23,991
Due to General Fund	\$ -	\$ 13,250	\$ 13,250
<b>Total Liabilities</b>	<b>\$ 20,991</b>	<b>\$ 16,250</b>	<b>\$ 37,241</b>
<b>Fund Balance:</b>			
Assigned for:			
Capital Reserves	\$ -	\$ 69,557	\$ 69,557
Pavement Management	\$ -	\$ 379,215	\$ 379,215
Community Beautification	\$ -	\$ 19,560	\$ 19,560
Nonspendable:			
Prepaid Items	\$ 3,445	\$ -	\$ 3,445
Unassigned	\$ 515,105	\$ -	\$ 515,105
<b>Total Fund Balances</b>	<b>\$ 518,550</b>	<b>\$ 468,331</b>	<b>\$ 986,882</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 539,542</b>	<b>\$ 484,581</b>	<b>\$ 1,024,123</b>

**Baytree**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2022**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/22	Thru 03/31/22	Variance
<b>Revenues:</b>				
Maintenance Assessments	\$ 905,346	\$ 873,140	\$ 873,140	\$ -
IOB Cost Share Agreement	\$ 43,269	\$ 11,868	\$ 11,868	\$ -
Miscellaneous Income	\$ 9,250	\$ 4,625	\$ 3,139	\$ (1,487)
<b>Total Revenues</b>	<b>\$ 957,865</b>	<b>\$ 889,633</b>	<b>\$ 888,146</b>	<b>\$ (1,487)</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 8,000	\$ 5,800	\$ 5,800	\$ -
FICA Expense	\$ 612	\$ 306	\$ 444	\$ (138)
Engineering	\$ 35,000	\$ 17,500	\$ 2,635	\$ 14,865
Assessment Administration	\$ 7,500	\$ 7,500	\$ 7,500	\$ -
Attorney Fees	\$ 18,000	\$ 9,000	\$ 9,068	\$ (68)
Annual Audit	\$ 3,265	\$ -	\$ -	\$ -
Management Fees	\$ 42,166	\$ 21,083	\$ 21,083	\$ 0
Information Technology	\$ 1,650	\$ 825	\$ 825	\$ -
Website Maintenance	\$ 1,150	\$ 575	\$ 575	\$ 0
Telephone	\$ 250	\$ 125	\$ -	\$ 125
Postage	\$ 1,500	\$ 1,382	\$ 1,382	\$ -
Insurance	\$ 19,058	\$ 19,058	\$ 25,917	\$ (6,859)
Tax Collector Fee	\$ 18,107	\$ 17,493	\$ 17,493	\$ -
Printing & Binding	\$ 1,500	\$ 750	\$ 507	\$ 243
Legal Advertising	\$ 1,500	\$ 750	\$ 171	\$ 579
Other Current Charges	\$ 3,000	\$ 1,500	\$ 389	\$ 1,111
Office Supplies	\$ 250	\$ 125	\$ 71	\$ 54
Property Taxes	\$ 250	\$ 250	\$ 326	\$ (76)
Property Appraiser	\$ 234	\$ 234	\$ 234	\$ -
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Subtotal General &amp; Administrative</b>	<b>\$ 163,167</b>	<b>\$ 104,431</b>	<b>\$ 94,594</b>	<b>\$ 9,837</b>

**Baytree**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2022**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/22	Thru 03/31/22	Variance
<b><u>Operations &amp; Maintenance</u></b>				
Security Contract	\$ 185,056	\$ 92,528	\$ 89,225	\$ 3,303
Gate Maintenance Contract	\$ 1,200	\$ 1,200	\$ 650	\$ 550
Maintenance - Gatehouse	\$ 9,500	\$ 4,750	\$ 6,216	\$ (1,466)
Telephone/Internet - Gatehouse/Pool	\$ 14,500	\$ 7,250	\$ 2,745	\$ 4,505
Transponders	\$ 5,000	\$ 874	\$ 874	\$ -
Field Management Fees	\$ 29,545	\$ 14,773	\$ 14,772	\$ 0
Electric	\$ 51,500	\$ 25,750	\$ 25,360	\$ 390
Water & Sewer	\$ 12,650	\$ 6,325	\$ 7,343	\$ (1,018)
Gas	\$ 6,500	\$ 5,347	\$ 5,347	\$ -
Trash Removal	\$ 577	\$ 289	\$ 297	\$ (9)
Maintenance - Lakes	\$ 36,696	\$ 18,348	\$ 18,120	\$ 228
Maintenance - Landscape Contract	\$ 97,650	\$ 48,825	\$ 47,555	\$ 1,270
Maintenance - Additional Landscape	\$ 15,000	\$ 7,500	\$ 7,225	\$ 275
Maintenance - Pool	\$ 18,700	\$ 9,350	\$ 9,064	\$ 286
Maintenance - Irrigation	\$ 8,775	\$ 4,388	\$ 1,441	\$ 2,947
Maintenance - Lighting	\$ 8,000	\$ 4,000	\$ 3,566	\$ 434
Maintenance - Monuments	\$ 4,000	\$ 2,000	\$ 845	\$ 1,155
Maintenance - Fountain	\$ 700	\$ 350	\$ 175	\$ 175
Maintenance - Other Field (R&M General)	\$ 4,000	\$ 2,000	\$ 2,221	\$ (221)
Maintenance - Recreation	\$ 1,500	\$ 750	\$ 43	\$ 707
Holiday Landscape Lighting	\$ 14,000	\$ 14,000	\$ 10,258	\$ 3,742
Operating Supplies	\$ 750	\$ 375	\$ -	\$ 375
Sidewalk/Curb Cleaning	\$ 15,000	\$ -	\$ -	\$ -
Miscellaneous	\$ 1,000	\$ 500	\$ -	\$ 500
<b>Subtotal Operations &amp; Maintenance</b>	<b>\$ 541,799</b>	<b>\$ 271,471</b>	<b>\$ 253,344</b>	<b>\$ 18,127</b>
<b>Total Expenditures</b>	<b>\$ 704,966</b>	<b>\$ 375,902</b>	<b>\$ 347,938</b>	<b>\$ 27,964</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 252,899</b>		<b>\$ 540,209</b>	
<b><u>Other Financing Sources/(Uses):</u></b>				
Transfer Out - Capital Projects- Paving - Baytree	\$ (75,370)	\$ (21,608)	\$ (21,608)	\$ -
Transfer Out - Capital Projects - Paving - IOB Funds	\$ (24,630)	\$ -	\$ -	\$ -
Transfer Out - Capital Projects - Reserves	\$ (78,392)	\$ (78,392)	\$ (78,392)	\$ -
Transfer Out - Community Beautification Fund	\$ (37,265)	\$ (37,265)	\$ (37,265)	\$ -
Transfer Out - Rebalance First Quarter Operating	\$ (37,242)	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (252,899)</b>	<b>\$ (137,265)</b>	<b>\$ (137,265)</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 0</b>		<b>\$ 402,944</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 115,607</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 518,550</b>	



**Baytree**  
**Community Development District**  
**Capital Projects Reserve**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2022**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/22	Thru 03/31/22	Variance
<b><u>Revenues</u></b>				
BCA Contribution	\$ 40,000	\$ 33,000	\$ 33,000	\$ -
Interest Income	\$ 100	\$ 50	\$ 2	\$ (48)
<b>Total Revenues</b>	<b>\$ 40,100</b>	<b>\$ 33,050</b>	<b>\$ 33,002</b>	<b>\$ (48)</b>
<b><u>Expenditures:</u></b>				
Lake Bank Restoration/Evaluation	\$ 30,000	\$ 30,000	\$ 30,840	\$ (840)
Sidewalk/Gutter Repair	\$ 10,000	\$ -	\$ -	\$ -
Drainage Maintenance	\$ 8,000	\$ -	\$ -	\$ -
Curb -Tree Trimming/Replacements	\$ 4,000	\$ -	\$ -	\$ -
Recreation Area Improvements	\$ 30,000	\$ -	\$ -	\$ -
Pool Furniture	\$ 4,000	\$ -	\$ -	\$ -
Pool Refurbishing	\$ 15,000	\$ -	\$ -	\$ -
Bank Fees	\$ -	\$ -	\$ 264	\$ (264)
Capital Outlay	\$ 10,000	\$ 10,000	\$ 14,580	\$ (4,580)
<b>Total Expenditures</b>	<b>\$ 111,000</b>	<b>\$ 40,000</b>	<b>\$ 45,684</b>	<b>\$ (5,684)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (70,900)</b>		<b>\$ (12,683)</b>	
<b><u>Other Financing Sources/(Uses)</u></b>				
Transfer In - Baytree	\$ 78,392	\$ 78,392	\$ 78,392	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 78,392</b>	<b>\$ 78,392</b>	<b>\$ 78,392</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 7,492</b>		<b>\$ 65,709</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 2,046</b>		<b>\$ 3,847</b>	
<b>Fund Balance - Ending</b>	<b>\$ 9,538</b>		<b>\$ 69,557</b>	

**Baytree**  
**Community Development District**  
**Pavement Management**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2022**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/22	Thru 03/31/22	Variance
<b><u>Revenues</u></b>				
Interest Income	\$ 75	\$ 38	\$ 18	\$ (19)
<b>Total Revenues</b>	<b>\$ 75</b>	<b>\$ 38</b>	<b>\$ 18</b>	<b>\$ (19)</b>
<b><u>Expenditures:</u></b>				
Bank Fees	\$ -	\$ -	\$ 207	\$ (207)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 207</b>	<b>\$ (207)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 75</b>		<b>\$ (188)</b>	
<b><u>Other Financing Sources/(Uses)</u></b>				
Transfer In - Baytree	\$ 75,370	\$ 21,608	\$ 21,608	\$ -
Transfer In - IOB	\$ 24,630	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 100,000</b>	<b>\$ 21,608</b>	<b>\$ 21,608</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 100,075</b>		<b>\$ 21,420</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 378,345</b>		<b>\$ 357,795</b>	
<b>Fund Balance - Ending</b>	<b>\$ 478,420</b>		<b>\$ 379,215</b>	

**Baytree**  
**Community Development District**  
**Community Beautification**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2022**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/22	Thru 03/31/22	Variance
<b><u>Revenues</u></b>				
Interest	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Expenditures:</u></b>				
Bank Fees	\$ 400	\$ 200	\$ 200	\$ -
Beautification Projects	\$ -	\$ -	\$ 30,650	\$ (30,650)
<b>Total Expenditures</b>	<b>\$ 400</b>	<b>\$ 200</b>	<b>\$ 30,850</b>	<b>\$ (30,650)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (400)</b>		<b>\$ (30,850)</b>	
<b><u>Other Financing Sources/(Uses)</u></b>				
Transfer In - Baytree	\$ 37,265	\$ 37,265	\$ 37,265	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 37,265</b>	<b>\$ 37,265</b>	<b>\$ 37,265</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 36,865</b>		<b>\$ 6,415</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 24,125</b>		<b>\$ 13,145</b>	
<b>Fund Balance - Ending</b>	<b>\$ 60,990</b>		<b>\$ 19,560</b>	

**Baytree**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Maintenance Assessments	\$ -	\$ 210,309	\$ 612,156	\$ 25,134	\$ 15,660	\$ 9,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873,140
IOB Cost Share Agreement	\$ -	\$ -	\$ -	\$ -	\$ 11,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,868
Miscellaneous Income	\$ 564	\$ 159	\$ 701	\$ 275	\$ 952	\$ 489	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,139
<b>Total Revenues</b>	<b>\$ 564</b>	<b>\$ 210,468</b>	<b>\$ 612,857</b>	<b>\$ 25,409</b>	<b>\$ 28,480</b>	<b>\$ 10,369</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 888,146</b>
<b>Expenditures:</b>													
<b><u>General &amp; Administrative:</u></b>													
Supervisor Fees	\$ 1,000	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,800
FICA Expense	\$ 77	\$ 61	\$ 77	\$ 77	\$ 77	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444
Engineering	\$ -	\$ -	\$ 425	\$ 1,595	\$ 615	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,635
Assessment Administration	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Attorney Fees	\$ 3,915	\$ 630	\$ 1,980	\$ 788	\$ 1,755	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,068
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Fees	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,514	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,083
Information Technology	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 825
Website Maintenance	\$ 96	\$ 96	\$ 96	\$ 96	\$ 96	\$ 96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 575
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 544	\$ 187	\$ 29	\$ 319	\$ 16	\$ 287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,382
Insurance	\$ 25,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,917
Tax Collector Fee	\$ -	\$ 4,207	\$ 12,243	\$ 503	\$ 342	\$ 198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,493
Printing & Binding	\$ 166	\$ 20	\$ 59	\$ 126	\$ 117	\$ 19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 507
Legal Advertising	\$ -	\$ -	\$ 171	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 171
Other Current Charges	\$ 143	\$ 36	\$ 99	\$ 39	\$ 40	\$ 32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 389
Office Supplies	\$ 23	\$ 0	\$ 1	\$ 23	\$ 23	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71
Property Taxes	\$ -	\$ 326	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 326
Property Appraiser	\$ 234	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 234
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Subtotal General &amp; Administrative</b>	<b>\$ 43,441</b>	<b>\$ 10,015</b>	<b>\$ 19,830</b>	<b>\$ 8,217</b>	<b>\$ 7,732</b>	<b>\$ 5,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94,594</b>

**Baytree**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><u>Operations &amp; Maintenance</u></b>													
Security Contract	\$ 17,018	\$ 13,878	\$ 13,858	\$ 17,262	\$ 13,615	\$ 13,594	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,225
Gate Maintenance Contract	\$ -	\$ -	\$ -	\$ -	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650
Maintenance - Gatehouse	\$ 3,505	\$ 1,821	\$ (675)	\$ 840	\$ -	\$ 725	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,216
Telephone/Internet - Gatehouse/Pool	\$ 451	\$ 451	\$ 473	\$ 451	\$ 451	\$ 466	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,745
Transponders	\$ -	\$ -	\$ -	\$ 874	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 874
Field Management Fees	\$ 2,462	\$ 2,462	\$ 2,462	\$ 2,462	\$ 2,462	\$ 2,462	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,772
Electric	\$ 3,999	\$ 4,095	\$ 4,224	\$ 4,408	\$ 4,348	\$ 4,287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,360
Water & Sewer	\$ 1,096	\$ 806	\$ 943	\$ 988	\$ 1,452	\$ 2,058	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,343
Gas	\$ -	\$ 376	\$ 1,466	\$ -	\$ 1,221	\$ 2,283	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,347
Trash Removal	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 297
Maintenance - Lakes	\$ 2,625	\$ 3,415	\$ 2,625	\$ 3,415	\$ 2,625	\$ 3,415	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,120
Maintenance - Landscape Contract	\$ 7,750	\$ 7,961	\$ 7,961	\$ 7,961	\$ 7,961	\$ 7,961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,555
Maintenance - Additional Landscape	\$ -	\$ 3,000	\$ -	\$ 290	\$ 344	\$ 3,591	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,225
Maintenance - Pool	\$ 1,628	\$ 2,319	\$ 1,436	\$ 1,261	\$ 1,269	\$ 1,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,064
Maintenance - Irrigation	\$ 150	\$ 66	\$ -	\$ 252	\$ 593	\$ 380	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,441
Maintenance - Lighting	\$ 3,046	\$ -	\$ -	\$ 143	\$ -	\$ 378	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,566
Maintenance - Monuments	\$ -	\$ -	\$ -	\$ -	\$ 845	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 845
Maintenance - Fountain	\$ -	\$ -	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Maintenance - Other Field (R&M General)	\$ 175	\$ 69	\$ 1,045	\$ 11	\$ -	\$ 921	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,221
Maintenance - Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43
Holiday Landscape Lighting	\$ -	\$ -	\$ 9,942	\$ 316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,258
Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sidewalk/Curb Cleaning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Operations &amp; Maintenance</b>	<b>\$ 43,955</b>	<b>\$ 40,769</b>	<b>\$ 45,984</b>	<b>\$ 40,983</b>	<b>\$ 37,885</b>	<b>\$ 43,767</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 253,344</b>
<b>Total Expenditures</b>	<b>\$ 87,395</b>	<b>\$ 50,784</b>	<b>\$ 65,815</b>	<b>\$ 49,200</b>	<b>\$ 45,617</b>	<b>\$ 49,127</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 347,938</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (86,831)</b>	<b>\$ 159,684</b>	<b>\$ 547,042</b>	<b>\$ (23,791)</b>	<b>\$ (17,137)</b>	<b>\$ (38,758)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 540,209</b>
<b><u>Other Financing Sources/Uses:</u></b>													
Transfer Out - Capital Projects-Paving - Baytree	\$ -	\$ -	\$ -	\$ (21,608)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (21,608)
Transfer Out - Capital Projects - Paving - IOB Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out - Capital Projects - Reserves	\$ -	\$ -	\$ -	\$ (78,392)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (78,392)
Transfer Out - Community Beautification Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (37,265)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (37,265)
Transfer Out - Rebalance First Quarter Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (100,000)</b>	<b>\$ -</b>	<b>\$ (37,265)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (137,265)</b>
<b>Net Change in Fund Balance</b>	<b>\$ (86,831)</b>	<b>\$ 159,684</b>	<b>\$ 547,042</b>	<b>\$ (123,791)</b>	<b>\$ (17,137)</b>	<b>\$ (76,023)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 402,944</b>

**Baytree**  
**Community Development District**  
**Special Assessment Receipts**  
**Fiscal Year 2022**

Gross Assessments	\$	943,222.00	\$	943,222.00
Net Assessments	\$	905,493.12	\$	905,493.12

**ON ROLL ASSESSMENTS**

Date	Distribution	Gross Amount	Discount/Penalty	Interest	Net Receipts	100.00%	100.00%
						O&M Portion	Total
11/10/21	ACH	\$13,303.90	(\$702.07)	\$0.00	\$12,601.83	\$12,601.83	\$12,601.83
11/23/21	ACH	\$206,000.00	(\$8,292.62)	\$0.00	\$197,707.38	\$197,707.38	\$197,707.38
12/08/21	ACH	\$597,222.00	(\$23,888.89)	\$0.00	\$573,333.11	\$573,333.11	\$573,333.11
12/21/21	ACH	\$40,153.28	(\$1,330.17)	\$0.00	\$38,823.11	\$38,823.11	\$38,823.11
01/11/22	ACH	\$25,898.39	(\$763.91)	\$0.00	\$25,134.48	\$25,134.48	\$25,134.48
02/09/22	ACH	\$16,000.00	(\$340.00)	\$0.00	\$15,660.00	\$15,660.00	\$15,660.00
03/09/22	ACH	\$10,000.00	(\$120.00)	\$0.00	\$9,880.00	\$9,880.00	\$9,880.00
<b>TOTAL</b>		<b>\$ 908,577.57</b>	<b>\$ (35,437.66)</b>	<b>\$ -</b>	<b>\$ 873,139.91</b>	<b>\$ 873,139.91</b>	<b>\$ 873,139.91</b>

<b>96%</b>	Net Assessments Collected
<b>\$32,353.21</b>	Net Assessments Remaining