

**BAYSIDE IMPROVEMENT
AND BAY CREEK**

**COMMUNITY DEVELOPMENT
DISTRICTS**

April 22, 2024

BOARD OF SUPERVISORS

**JOINT REGULAR
MEETING AGENDA**

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**AGENDA
LETTER**

Bayside Improvement and Bay Creek

Community Development Districts

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone (561) 571-0010 • Toll-free (877) 276-0889 • Fax (561) 571-0013

April 15, 2024

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Boards of Supervisors

Bayside Improvement and Bay Creek Community Development Districts

Dear Board Members:

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District will hold a Joint Regular Meeting on April 22, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public may participate in the meeting, via Zoom, at <https://us02web.zoom.us/j/84137772934>, Meeting ID: **841 3777 2934** or via conference call at **1-929-205-6099**, Meeting ID: **841 3777 2934**. The agenda is as follows:

1. Call to Order/Phone Silent Mode/Pledge of Allegiance
2. Roll Call
3. Public Comments: *Agenda Items*

JOINT BUSINESS ITEM(S)

4. Staff Report: District Engineer - *Barraco and Associates, Inc.*
5. Treatment Report: March 2024 - *Superior Waterway Services, Inc. (Andy Nott)*
 - Consideration of Service Agreement [Fountain Repair]
6. Consideration of W.J. Johnson & Associates, Engineering Services Letters of Engagement for Maintenance and Administrative Facility on Coconut Rd.
 - A. Building Pricing
 - B. Deferred Maintenance Items
 - C. Zoning LDO - Proposed New Building
7. Consideration of Johnson Engineering, Inc. 2023 Water Quality Monitoring Report
8. Discussion: Water Quality and the Task Force

9. Consideration of Coleman Yovanovich Koester, P.A. Engagement for District Counsel Services [Bay Creek CDD]
10. Discussion/Update: Cane Toad Summary from April 9, 2024 PLCA Meeting
11. Committee Reports
 - A. PLCA Landscape Committee
 - B. Colony Landscape Committee
12. Presentation of Monthly Year-End Financial Forecast (*under separate cover*)
13. Acceptance of Unaudited Financial Statements as of March 31, 2024
14. Approval of March 25, 2024 Joint Regular Meeting Minutes
15. Action/Agenda Items
16. Old Business
17. Staff Reports
 - A. District Counsel: *Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.*
 - B. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. Monthly Status Report: Field Operations
 - II. NEXT MEETING DATE: May 20, 2024 at 2:00 PM [Presentation of Fiscal Year 2024/2025 Proposed Budget]

○ QUORUM CHECK: *BAYSIDE IMPROVEMENT CDD*

SEAT 1	KAREN MONTGOMERY	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	GAIL GRAVENHORST	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	WALTER MCCARTHY	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	BERNIE CRAMER	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	BILL NICHOLSON	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

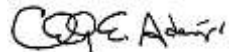
○ QUORUM CHECK: *BAY CREEK CDD*

SEAT 1	JERRY ADDISON	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	ROBERT TRAVERS	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	JIM JANEK	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	MARY MCVAY	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	GARY DURNEY	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

18. Supervisors' Requests
19. Public Comments: *Non-Agenda Items*
20. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

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**Bayside Baycreek CDD
Treatment Report for March 2024**

Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A1	Treated	Tropedogross		2.27.24		Sprayed Littorals
A2	Treated	Tropedogross		2.19.24		Sprayed Littorals
A3	Treated	Grasses/Weeds		2.19.24		Sprayed Littorals
A4	Treated	Grasses/Weeds		2.19.24		Needs follow up treatment for Tropedogross
A5	Treated			2.27.24		Needs follow up treatment for Tropedogross
A6	Treated	Tropedogross	Algae	2.19.24	2.28.24	Treated for Algae
A7	Treated	Tropedogross		2.19.24		Sprayed lake bank grasses
A8	Treated	Tropedogross		2.19.24		Sprayed lake bank grasses
A9	Treated	Tropedogross		2.19.24		Sprayed lake bank grasses
A10	Treated	Tropedogross	Algae	2.19.24	2.28.24	Treated for Algae
A11	Treated	Tropedogross		2.19.24		Sprayed lake bank grasses
A12	Treated	Tropedogross		2.19.24		Sprayed lake bank grasses
A13	Treated	Grasses/Weeds		2.19.24		Sprayed lake bank weeds
A14	Treated	Vines		2.27.24		Sprayed Littorals
A15	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
A16	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
A17	Treated	Grasses/Weeds		2.27.24		Needs follow up treatment for Tropedogross
A18	Treated	Grasses/Weeds		2.27.24		Needs follow up treatment for Tropedogross
A19	Inspected			2.27.24		No major Problems
A20	Inspected			2.27.24		No major Problems

SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A21	Inspected			2.19.24		No major Problems
A22	Inspected			2.19.24		No major Problems
A23	Inspected			2.19.24		No major Problems
A24	Inspected			2.19.24		No major Problems
A25	Inspected			2.19.24		No major Problems
A26	Inspected			2.28.24		No major Problems
A27	Inspected			2.28.24		No major Problems
A28	Inspected			2.28.24		No major Problems
B1	Inspected			2.28.24		No major Problems
B2	Treated	Tropedograss	Algae	2.19.24	2.28.24	Treated for Algae
B3	Treated	Tropedograss		2.19.24		No major Problems
B4	Treated	Tropedograss	Algae	2.19.24	2.28.24	Treated for Algae
B5	Treated	Tropedograss		2.27.24		Sprayed lake bank grasses
B6	Treated	Tropedograss		2.27.24		Sprayed lake bank grasses
B7	Inspected			2.28.24		No major Problems
B8	Inspected			2.28.24		No major Problems
C1	Treated	Grasses/Weeds		2.19.24		Sprayed lake bank weeds
C2	Treated	Tropedograss		2.19.24		Sprayed Littorals
C3	Treated	Grasses/Weeds		2.19.24		Sprayed lake bank weeds
C4	Treated	Grasses/Weeds		2.19.24		Sprayed lake bank weeds

**SUPERIOR WATERWAY
SERVICES, INC.**



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
E1	Treated	Vines		2.27.24		Sprayed Littorals
E2	Treated	Vines		2.27.24		Sprayed Littorals
E3	Treated	Vines		2.27.24		Sprayed Littorals
E4	Treated	Tropedogross		2.27.24		Sprayed Littorals
E5	Treated	Tropedogross		2.27.24		Sprayed Littorals
E6	Treated	Grasses/Weeds		2.28.24		Sprayed lake bank weeds
E7	Treated	Grasses/Weeds		2.28.24		Sprayed lake bank weeds
E8	Treated	Grasses/Weeds		2.28.24		Need follow up treatments
E9	Treated	Tropedogross		2.26.24		Sprayed lake bank grasses
E10	Treated	Tropedogross		2.26.24		Sprayed lake bank grasses
E11	Treated	Tropedogross		2.26.24		Sprayed lake bank grasses
E12	Treated	Grasses/Weeds		2.26.24		Sprayed lake bank weeds
WCI	Inspected			2.23.24		No major Problems
E14	Inspected			2.23.24		No major Problems
E15	Treated	Tropedogross		2.26.24		Sprayed Littorals
E16	Inspected			2.23.24		No major Problems
E17	Inspected			2.23.24		No major Problems
E18	Inspected			2.23.24		No major Problems
F1	Treated	Grasses/Weeds		2.23.24		Sprayed lake bank weeds
F2	Inspected			2.23.24		No major Problems

**SUPERIOR WATERWAY
SERVICES, INC.**



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
F3	Inspected			2.19.24		No major Problems
F4	Inspected			2.19.24		No major Problems
F5	Inspected			2.19.24		No major Problems
F6	Treated	Grasses/Weeds		2.23.24		No major Problems
F7	Treated	Grasses/Weeds		2.23.24		Sprayed lake bank weeds
F8	Treated	Grasses/Weeds		2.23.24		Sprayed lake bank weeds
F9	Treated	Grasses/Weeds		2.23.24		Sprayed lake bank weeds
F10	Inspected			2.19.24		No major Problems
F11	Inspected			2.19.24		No major Problems
F12	Inspected			2.19.24		No major Problems
F13	Inspected			2.19.24		No major Problems
F14	Inspected			2.19.24		No major Problems
F15	Inspected			2.19.24		No major Problems
F16	Treated	Grasses/Weeds		2.23.24		Sprayed lake bank weeds
F17	Inspected			2.19.24		No major Problems

SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
D1	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
D2	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
D3	Treated	Grasses/Weeds	Algae	2.27.24	2.28.24	Treated for Algae
D3A	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
D4	Treated	Grasses/Weeds	Algae	2.27.24	2.28.24	Treated for Algae
D5	Treated	Vines/Tropedoglass		2.27.24		Sprayed Littorals
D6	Treated	Vines/Tropedoglass	Algae	2.27.24	2.28.24	Treated for Algae
D7	Treated	Vines/Tropedoglass		2.27.24		Sprayed Littorals
D8	Treated	Vines/Tropedoglass	Algae	2.27.24	2.28.24	Treated for Algae
D9	Treated	Vines/Tropedoglass		2.27.24		Sprayed Littorals
D10	Treated	Tropedoglass		2.27.24		Needs follow up treatment for Tropedoglass
D11	Treated	Grasses/Weeds	Algae	2.27.24	2.28.24	Treated for Algae
D12	Treated	Grasses/Weeds	Algae	2.27.24	2.28.24	Treated for Algae
D13	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
D14	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
D15	Treated	Grasses/Weeds		2.27.24		Sprayed lake bank weeds
T1	Inspected			2.27.24		No major Problems



Network: Apr 10, 2024 10:05:30 AM EDT
Remark: Bayside Baycreek
#A2

Lake A2 Alligator



Network: Apr 10, 2024 9:54:04 AM EDT
Remark: Bayside Baycreek
#E8

Lake E8 will need up Algae Treatment



Lake A29 Traces of Algae



Lake D5 Treated Littorals for Vines and Grasses



Lake E5 No problems

SUPERIOR WATERWAY SERVICES, INC.



SERVICE AGREEMENT FOUNTAIN REPAIR

October 16, 2023

Bayside/Baycreek CDD
4650 Coconut Rd
Bonita Springs, FL 34134
Attn: Paul Kemp

Terms: Net 30 days

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Fountain B3 South	
Supply and install the following	LED's: \$1,039.07
Four (4) 30watts LEDs, install surge protector and 250ft 14/3 power supply cable	Power cable with quick connector: \$736.93
	Surge Protector: \$61.57
	Labor: \$460.00
	Shipping: \$150.00
	Total: \$2,447.57

Fountain B3 North	
Supply and install the following	LED's: \$1,039.07
Four (4) 30watts LEDs, install surge protector and 125ft 14/3 power supply cable	Power cable with quick connector: \$736.93
	Surge Protector: \$61.57
	Labor: \$460.00
	Shipping: \$150.00
	Total: \$2,447.57

Warranty: Two (2) years on LEDs, ninety (90) days on labor
This offer is good for Sixty (60) days from date of quotation

SUPERIOR WATERWAY SERVICES, INC.

CUSTOMER ACCEPTANCE - The above prices, specifications, and conditions are satisfactory and are hereby accepted.

By: _____

By: _____

Dated: _____

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

6A

Letter of Engagement

April 17, 2024

Board of Directors
Chuck Adams, Director of Operations
Bayside and Bay Creek CDDs

E-mail: adamsc@whassociates.com
Phone: (239) 464-7114

**SUBJECT: Revised 4/17/2024 - Engineering Services
Building Installed Cost
Maintenance and Administrative Facility on Coconut Rd.
Project #: 23048.04**

To the CDD Board of Supervisors:

Following up on the direction from the CDD board meeting, we prepared this Letter of Engagement to quantify the installed cost of a steel building with overhead doors, as protection for the mules.

1. Solicit bids from builders of prefabricated painted buildings for a 20' x 80' unit with 4 overhead doors and an entry manway. This building must meet the local code for wind pressure. It would have a metal roof with a Kynar type coating. This would be a delivered cost to the site.
2. Engineer a structural foundation to hold this during high wind events. This would be a PE stamped design drawing. This concrete slab would be cast with a small ridge around the interior circumference to contain spills. We will then solicit bids to construct this foundation.
3. We will solicit bids to erect the prefabricate building components on site.
4. Solicit bids to install an electrical service in the building. This would include motion detecting overhead lights and a 4-receptacle outlet in each bay. This is low intensity safety lighting, not tasks lighting. The outlets would be 15-amp household outlets.
5. W.J. Johnson & Associates would provide onsite construction inspections by the PE during slab fabrication.

Estimated Fees

Estimated fee for above statement of work is estimated at \$29,500.

A 30% deposit is required with the signed contract.

Limits of Liability

W.J. Johnson & Associates liability arising from the performance of this agreement shall be limited to the value of the services rendered. *W.J. Johnson & Associates* will perform the scope of work defined in this contract. The undersigned client agrees as part of the consideration to *W.J. Johnson & Associates*, for the performance of its work under this contract, that *W.J. Johnson & Associates* cannot be held responsible for any consequential damages by virtue of the work performed under this contract. *W.J. Johnson & Associates* assumes no liability whatsoever as to any person or entity who is not a party to this contract.

In the event either party to this contract feels compelled to enforce its rights under this contract and/or applicable Florida law, the prevailing party in any action shall be entitled to reasonable attorneys' fees and court costs regardless of whether litigation is instituted, and including any fees and cost generated on any appeal or the collection of any judgment obtained.

We trust the above is sufficient to enable you to decide. A copy of our "Standard Conditions of Agreement" is enclosed and the terms and conditions are incorporated herein by reference.

If this meets with your approval, please sign the Client Authorization below and email it to our office.

Should you have questions or require additional information, please do not hesitate to contact us.

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.04

I hereby authorize the performance of the above services and agree to pay the charges resulting thereof.

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT

1. **Fee Schedule and Billing Timetable:** A progress billing based on actual hours expended will be issued monthly. Any Contractor's work will be billed as a lump sum as the work is completed. Professional Engineering Services are billed at \$300/hr., Project Manager Services are billed at \$225/hr.
2. **Payment of Bills: Invoices are due and payable upon receipt.** Invoices are past due if payment is not received within 30 days of the invoice date, including any amounts in dispute. All past due accounts shall be assessed interest of 1.5% after 45 days and each month thereafter on the outstanding balance and all time expended in collection efforts shall be charged to the project. If payment in full is not received within 75 days following the date of the invoice, a Claim of Lien may be placed on the subject property. Upon receipt of payment in full, plus a lien recording fee of \$600, a Satisfaction of Lien will be recorded.
3. **Reimbursable Expenses:** Unless otherwise provided for in the contract, all reimbursable expenses, including but not limited to travel, communication, postage, and reproduction costs, shall be in addition to the fees stated.
4. **Permit, Taxes, and Application Fees:** Unless otherwise specifically referenced in the agreement, all permits, any sales or other taxes, and all application fees are the responsibility of the client.
5. **Ownership of Work Product:** All reports, documents, drawings, etc. produced by the Engineer in fulfillment of this contract shall remain the sole property of the Engineer until all fees & charges are paid in full in accordance with the terms and conditions of this agreement.
6. **Client Supplied Information:** The client is expected to provide us with full information relative to the project including but not limited to construction plans, existing site data, deeds, special restrictions or requirements, and other pertinent data which is more readily available to the client than to us.
7. **Litigation Support Rate:** Should litigation result and Engineer is required to serve as an expert witness, Engineer will provide these services at its then current expert witness rate.
8. **Time of Offer:** This proposal is valid for 30 days from the date of this letter. Following that date, we will be happy to provide you with an updated proposal. Should you require additional time for your decision-making process, please do not hesitate to let our office know.
9. **Cancellation Clause:** Client has the right to terminate this contract prior to its completion subject to the following:
 - Client must submit in writing, via certified mail, notice of termination and the reason for termination.
 - Upon receipt of such notification, *W.J. Johnson & Associates* will immediately cease all work on the contract.
 - Upon termination *W.J. Johnson & Associates* will submit an invoice for all unbilled hours up to the date of termination, which is due upon receipt.
 - If terminated without cause, in addition to the above, Client agrees to pay a cancellation fee, equal to 10 percent of the unbilled contract amount. If terminated due to nonperformance by *W.J. Johnson & Associates*, the termination fee will be waived.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

6B

Letter of Engagement

April 17, 2024

Board of Directors
Chuck Adams, Director of Operations
Bayside and Bay Creek CDDs

E-mail: adamsc@whassociates.com
Phone: (239) 464-7114

**SUBJECT: Revised 4/17/2024 - Engineering Services
Deferred Maintenance Items
Maintenance and Administrative Facility on Coconut Rd.
Project #: 23048.04**

To the CDD Board of Supervisors:

Following up on the direction from the CDD board meeting, we prepared this Letter of Engagement for certain maintenance items that have been deferred beyond their expected lives. Some of these include:

1. Painting the Building and Boundary walls
2. Milling & Replacing the Asphalt Parking Lot
3. Removal of the HVAC system overhead in the vehicle area.
4. Replacing the lighting in the shop area of building with LED lighting and increasing the lumen intensity in shop area.

Statement of Work

Painting the Building and Boundary Walls

Measure the area to be painted on the building and the boundary wall.

Measure the wall cap area to be water-proofed.

Create a bid document calling for power-washing of the building and walls to be painted.

This document will have an allowance for minor concrete & stucco repairs.

Solicit bid from qualified contractors.

Hold a pre-bid meeting on site with bidding Contractors.

Tabulate these bids and present this to the Board.

Board will choose a contractor and WJJE will create an Owner-Contractor Agreement for the bid work.

Hold a preconstruction meeting with winning contractor, determine staging/storage area, parking, etc.

Conduct two work-in-process inspections.

Collect Lien releases and close out the project.

Mill & Replace Asphalt Parking Lot

Measure the area to milled & replaced.
Create a bid document calling out area & striping.
Solicit bid from qualified contractors.
Hold a pre-bid meeting on site with bidding Contractors.
Tabulate these bids and present this to the Board.
Board will choose a contractor and we will create an Owner-Contractor Agreement for the bid work.
Hold a preconstruction meeting with winning contractor, determine staging/storage area, parking, etc.
Conduct two work-in-process inspections.
Collect Lien releases and close out the project.

Removal Of Compressors and Overhead HVAC Equipment & Ducting

These are the compressors outside the building and the overhead equipment in the bays.
Solicit bids from qualified demo contractors.
Tabulate bids, review contractors and present findings to the board.
Coordinate demo with contractor and building operations on site.
Collect Lien releases and close out the project.

Upgrade Shop Lighting to LED units and increase lighting intensity in shop area.

Measure existing illumination in bays & shop area.
Create a lighting plan for bays & shop areas.
Spec out fixtures as a list and plan layout.
Solicit Bids from local contractors.
Tabulate bids, review contractors and present them to the board.
Coordinate installation with building operations,
Collect Lien releases and close out the project.

Inspect Metal Roof on Building

The Professional Engineer will inspect the metal roof and report on its condition.
The CDD will provide a ladder to safely access this roof.

Power wash and paint the inside of building

Solicit bids to power wash and paint inside the Bay area. (a separate item in exterior painting bid package)
Including cleaning of the overhead structures.

Install large overhead fans in the shop area

Solicit bids to buy and install large, slow turning overhead fans (a separate item in lighting bid package)

Finished Area Maintenance

Solicit bids to replace office lighting with LED units (a separate item in shop lighting bid).
Solicit bids to replace defective ceiling tiles and HAVC vents.
Inspect baseboard molding, solicit bids should repairs be required.
Solicit bids to Strip/Buff & wax vinyl tile floor.
Solicit bids to apply window tinting south & West facing windows.

Estimated Fees

Estimated fee for above statement of work is estimated at \$39,600.

A 30% deposit is required with the signed contract.

All work will be invoiced by the hour for each task above.

Limits of Liability

W.J. Johnson & Associates liability arising from the performance of this agreement shall be limited to the value of the services rendered. *W.J. Johnson & Associates* will perform the scope of work defined in this contract. The undersigned client agrees as part of the consideration to *W.J. Johnson & Associates*, for the performance of its work under this contract, that *W.J. Johnson & Associates* cannot be held responsible for any consequential damages by virtue of the work performed under this contract. *W.J. Johnson & Associates* assumes no liability whatsoever as to any person or entity who is not a party to this contract.

In the event either party to this contract feels compelled to enforce its rights under this contract and/or applicable Florida law, the prevailing party in any action shall be entitled to reasonable attorneys' fees and court costs regardless of whether litigation is instituted, and including any fees and cost generated on any appeal or the collection of any judgment obtained.

We trust the above is sufficient to enable you to decide. A copy of our "Standard Conditions of Agreement" is enclosed and the terms and conditions are incorporated herein by reference.

If this meets with your approval, please sign the Client Authorization below and email it to our office.

Should you have questions or require additional information, please do not hesitate to contact us.

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.05

I hereby authorize the performance of the above services and agree to pay the charges resulting thereof.

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

**W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT**

1. **Fee Schedule and Billing Timetable:** A progress billing based on actual hours expended will be issued monthly. Any Contractor's work will be billed as a lump sum as the work is completed. Professional Services are billed at \$225/hr. for Project Management and \$300/hr. for Professional Engineering. Billing is Portal to Portal time.
2. **Payment of Bills: Invoices are due and payable upon receipt.** Invoices are past due if payment is not received within 30 days of the invoice date, including any amounts in dispute. All past due accounts shall be assessed interest of 1.5% after 45 days and each month thereafter on the outstanding balance and all time expended in collection efforts shall be charged to the project. If payment in full is not received within 75 days following the date of the invoice, a Claim of Lien may be placed on the subject property. Upon receipt of payment in full, plus a lien recording fee of \$600, a Satisfaction of Lien will be recorded.
3. **Reimbursable Expenses:** Unless otherwise provided for in the contract, all reimbursable expenses, including but not limited to travel, communication, postage, and reproduction costs, shall be in addition to the fees stated.
4. **Permit, Taxes, and Application Fees:** Unless otherwise specifically referenced in the agreement, all permits, any sales or other taxes, and all application fees are the responsibility of the client.
5. **Ownership of Work Product:** All reports, documents, drawings, etc. produced by the Engineer in fulfillment of this contract shall remain the sole property of the Engineer until all fees & charges are paid in full in accordance with the terms and conditions of this agreement.
6. **Client Supplied Information:** The client is expected to provide us with full information relative to the project including but not limited to construction plans, existing site data, deeds, special restrictions or requirements, and other pertinent data which is more readily available to the client than to us.
7. **Litigation Support Rate:** Should litigation result and Engineer is required to serve as an expert witness, Engineer will provide these services at its then current expert witness rate.
8. **Time of Offer:** This proposal is valid for 30 days from the date of this letter. Following that date, we will be happy to provide you with an updated proposal. Should you require additional time for your decision-making process, please do not hesitate to let our office know.
9. **Cancellation Clause:** Client has the right to terminate this contract prior to its completion subject to the following:
 - Client must submit in writing, via certified mail, notice of termination and the reason for termination.
 - Upon receipt of such notification, *W.J. Johnson & Associates* will immediately cease all work on the contract.
 - Upon termination *W.J. Johnson & Associates* will submit an invoice for all unbilled hours up to the date of termination, which is due upon receipt.
 - If terminated without cause, in addition to the above, Client agrees to pay a cancellation fee, equal to 10 percent of the unbilled contract amount. If terminated due to nonperformance by *W.J. Johnson & Associates*, the termination fee will be waived.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

6C

Letter of Engagement

April 17, 2024

Board of Directors
Chuck Adams, Director of Operations
Bayside and Bay Creek CDDs

E-mail: adamsc@whassociates.com
Phone: (239) 464-7114

**SUBJECT: Revised 4/17/2024 Engineering Services
Zoning LDO - proposed new building
Maintenance and Administrative Facility on Coconut Rd.
Project #: 23048.03**

To the CDD Board of Supervisors:

Following up on the direction from the CDD board meeting, we prepared this Letter of Engagement to:

1.) Apply for the Limited Development Order “Type D”, requested by Zoning at the informal meeting, and apply for a zoning administrative amendment, if required. We will apply for this change to the site plan showing the footprint of the new building in the site plan. We will supply the site drawings, attend any review meetings and answer any questions the Zoning Department poses. Any fees imposed by the County will be passed to the CDD at cost plus 20%.

Estimated Fees

Estimated fee for above statement of work is estimated at \$6,750. (30 hours billed at \$225/hr.)

A 30% deposit is required with the signed contract.

Limits of Liability

W.J. Johnson & Associates liability arising from the performance of this agreement shall be limited to the value of the services rendered. *W.J. Johnson & Associates* will perform the scope of work defined in this contract. The undersigned client agrees as part of the consideration to *W.J. Johnson & Associates*, for the performance of its work under this contract, that *W.J. Johnson & Associates* cannot be held responsible for any consequential damages by virtue of the work performed under this contract. *W.J. Johnson & Associates* assumes no liability whatsoever as to any person or entity who is not a party to this contract.

In the event either party to this contract feels compelled to enforce its rights under this contract and/or applicable Florida law, the prevailing party in any action shall be entitled to reasonable attorneys' fees and court costs regardless of whether litigation is instituted, and including any fees and cost generated on any appeal or the collection of any judgment obtained.

We trust the above is sufficient to enable you to decide. A copy of our "Standard Conditions of Agreement" is enclosed and the terms and conditions are incorporated herein by reference.

If this meets with your approval, please sign the Client Authorization below and email it to our office.

Should you have questions or require additional information, please do not hesitate to contact us.

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.03

I hereby authorize the performance of the above services and agree to pay the charges resulting thereof.

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT

1. **Fee Schedule and Billing Timetable:** A progress billing based on actual hours expended will be issued monthly. Any Contractor's work will be billed as a lump sum as the work is completed. Professional Services are billed at \$225/hr.
2. **Payment of Bills: Invoices are due and payable upon receipt.** Invoices are past due if payment is not received within 30 days of the invoice date, including any amounts in dispute. All past due accounts shall be assessed interest of 1.5% after 45 days and each month thereafter on the outstanding balance and all time expended in collection efforts shall be charged to the project. If payment in full is not received within 75 days following the date of the invoice, a Claim of Lien may be placed on the subject property. Upon receipt of payment in full, plus a lien recording fee of \$600, a Satisfaction of Lien will be recorded.
3. **Reimbursable Expenses:** Unless otherwise provided for in the contract, all reimbursable expenses, including but not limited to travel, communication, postage, and reproduction costs, shall be in addition to the fees stated.
4. **Permit, Taxes, and Application Fees:** Unless otherwise specifically referenced in the agreement, all permits, any sales or other taxes, and all application fees are the responsibility of the client.
5. **Ownership of Work Product:** All reports, documents, drawings, etc. produced by the Engineer in fulfillment of this contract shall remain the sole property of the Engineer until all fees & charges are paid in full in accordance with the terms and conditions of this agreement.
6. **Client Supplied Information:** The client is expected to provide us with full information relative to the project including but not limited to construction plans, existing site data, deeds, special restrictions or requirements, and other pertinent data which is more readily available to the client than to us.
7. **Litigation Support Rate:** Should litigation result and Engineer is required to serve as an expert witness, Engineer will provide these services at its then current expert witness rate.
8. **Time of Offer:** This proposal is valid for 30 days from the date of this letter. Following that date, we will be happy to provide you with an updated proposal. Should you require additional time for your decision-making process, please do not hesitate to let our office know.
9. **Cancellation Clause:** Client has the right to terminate this contract prior to its completion subject to the following:
 - Client must submit in writing, via certified mail, notice of termination and the reason for termination.
 - Upon receipt of such notification, *W.J. Johnson & Associates* will immediately cease all work on the contract.
 - Upon termination *W.J. Johnson & Associates* will submit an invoice for all unbilled hours up to the date of termination, which is due upon receipt.
 - If terminated without cause, in addition to the above, Client agrees to pay a cancellation fee, equal to 10 percent of the unbilled contract amount. If terminated due to nonperformance by *W.J. Johnson & Associates*, the termination fee will be waived.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

7



March 12, 2024

Chuck Adams
Director of Operations
Wrathell, Hunt and Associates
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

**Re: 2023 Water Quality Monitoring Report
Bayside Improvement CDD/ Bay Creek CDD Water Quality Testing**

Dear Chuck:

This letter provides the results of the 2023 water quality sampling of seven (7) stormwater treatment ponds within the bounds of the Bayside Improvement CDD/ Bay Creek CDD. Copies of the laboratory analytical reports for the water quality samples are attached in **Appendix A**. Photos of each sample location are provided in **Appendix B**.

I. PURPOSE & SCOPE OF WORK

This work was conducted as Task 01: Surface Water Sampling of our existing contract. Each of the ponds selected for sampling are outfall ponds that discharge to the Estero Bay portion of Spring Creek. The locations of the ponds sampled are shown on the attached sampling map.

II. METHODOLOGY

One (1) wet season surface water quality sampling event was conducted on August 9, 2023, at all seven (7) stormwater treatment ponds. The water quality samples were collected from each pond at outfall locations shown on the map attached in **Appendix C**. The sampling event was conducted in accordance with the Florida Department of Environmental Protection (FDEP) Standard Operating Procedures. Benchmark EnviroAnalytical Laboratory (BEA) provided sample containers and performed the laboratory analytical services. The samples were laboratory analyzed for total nitrogen (total Kjeldahl nitrogen + nitrate + nitrite), total phosphorus and bacteria (*E. coli*).

III. RESULTS

The total nitrogen (TN) and total phosphorus (TP) concentration values for the 2023 wet season surface water sampling events were compared to results from 2017, 2018, 2019, 2020, and 2022. No samples were collected by Johnson Engineering in 2021. The concentration values were also compared to State of Florida water quality thresholds for lakes. As a goal, reducing the nutrients to the thresholds for the receiving water (Estero Bay) would be even better. Those comparisons are shown in **Table 1**. The concentration values shown in **bold** are greater than the thresholds for lakes. Charts of nutrient concentrations for each year sampled are shown in **Appendix D**.

Table 1: 2017, 2018, 2019, 2020, 2022, & 2023 Wet Season TN and TP Concentration Values

Site	Total Nitrogen (mg/L)						Total Phosphorus (mg/L)					
	2017	2018	2019	2020	2022	2023	2017	2018	2019	2020	2022	2023
A-1	NS	NS	1.26	1.06	1.86	1.51	NS	NS	0.05	0.05	0.05	0.02
A-2	2.00	2.17	1.48	2.27	1.99	2.51	0.16	0.12	0.10	0.12	0.06	0.06
A-16	NS	NS	2.09	1.74	1.90	2.51	NS	NS	0.17	0.20	0.06	0.13
A-17	1.89	2.27	1.52	1.79	1.62	1.70	0.21	0.11	0.33	0.07	0.23	0.15
D-8	1.75	1.66	1.79	2.37	2.08	1.44	0.11	0.08	0.29	0.08	0.36	0.29
D-13	2.10	NS	5.22	1.74	2.14	1.58	0.02	NS	0.42	0.27	0.08	0.24
F-12	1.12	1.64	1.33	1.20	1.18	1.78	0.02	0.09	0.12	0.13	0.13	0.04
Fresh Lakes Criteria	$\leq 1.27^{(1)}$						$\leq 0.05^{(1)}$					
Estero Bay Criteria	$\leq 0.63^{(2)}$						$\leq 0.07^{(2)}$					

(1) Annual geometric mean not to be exceeded more than once in any consecutive three year calendar period, 62 302.530, F.A.C.
(2) No more than 10% of the values shall be below the standard, 62 302.530, F.A.C.
NS- not sampled

Table 2: 2023 Field Data

SITE ID	DATE	TIME	TEMP (°C)	DO (%)	DO (mg/L)	pH	SpC (ms/cm)	TURB (NTU)
A-1	08/09/23	11:00	33.4	37.8	2.65	7.46	5.18	1.89
A-16	08/09/23	11:15	33.9	24.0	1.68	7.69	2.97	8.77
A-17	08/09/23	11:40	34.1	72.7	5.08	8.15	3.45	12.15
A-2	08/09/23	10:35	34.0	72.5	5.08	7.56	25.10	11.49
D-13	08/09/23	12:00	34.2	55.5	3.89	7.73	17.82	4.36
D-8	08/09/23	12:15	33.0	49.8	3.56	7.52	1.06	3.61
F-12	08/09/23	10:05	33.2	52.9	3.76	7.82	2.92	5.01

IV. CONCLUSIONS

The 2023 wet season TN concentration values for samples collected from all seven (7) ponds (A-1, A-2, A-16, A-17, D-8, D-13, and F-12) were higher than the State of Florida lakes thresholds and Estero Bay thresholds, which are not to be exceeded more than once in any consecutive 3-year calendar period. The TP concentration values for samples collected from five (5) of the ponds (A-2, A-16, A-17, D-8, and D-13) were also higher than the lakes thresholds and Estero Bay thresholds. The TP concentrations in pond A-2 was higher than the lakes threshold, but lower than the Estero Bay threshold.

The TN concentration values for samples from ponds A-2 and A-16 were almost twice as high as the State of Florida lakes threshold. The TP concentration values for samples from ponds A-16, A-17, D-8, D-13 were more than twice as high as the State of Florida lakes threshold.

Please feel free to contact me if you have any questions regarding these sampling activities.

Sincerely,

JOHNSON ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'Tim Denison', written over a white background.

Tim Denison
Environmental Scientist

APPENDIX A
LABORATORY ANALYTICAL REPORTS

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

Submission Number : 23080633

Johnson Engineering, Inc.
2122 Johnson Street
Fort Myers, FL 33901

Project Name : BAYSIDE/BAY CREEK QUARTERLY WQ
Date Received : 08/10/2023
Time Received : 14:30

Tim Denison

Submission Number: 23080633	Sample Date: 08/09/2023
Sample Number: 001	Sample Time: 11:00
Sample Description: A-1	Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.47	MG/L	0.06	0.20	351.2	08/16/2023 19:39	MS
TOTAL PHOSPHORUS AS P	0.0241	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.039	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:48	MS
TOTAL NITROGEN	1.51	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:48	MS/MS

Submission Number: 23080633	Sample Date: 08/09/2023
Sample Number: 002	Sample Time: 10:35
Sample Description: A-2	Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.94	MG/L	0.05	0.20	351.2	08/16/2023 19:41	MS
TOTAL PHOSPHORUS AS P	0.062	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.567	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 17:35	MS
TOTAL NITROGEN	2.51	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 17:35	MS/MS

Submission Number: 23080633	Sample Date: 08/09/2023
Sample Number: 003	Sample Time: 11:15
Sample Description: A-16	Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	2.32	MG/L	0.05	0.20	351.2	08/16/2023 19:42	MS
TOTAL PHOSPHORUS AS P	0.127	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.191	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:49	MS
TOTAL NITROGEN	2.51	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:49	MS/MS

Submission Number: 23080633
Sample Number: 004
Sample Description: A-17

Sample Date: 08/09/2023
Sample Time: 11:40
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.68	MG/L	0.05	0.20	351.2	08/16/2023 19:44	MS
TOTAL PHOSPHORUS AS P	0.154	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.016 I	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:50	MS
TOTAL NITROGEN	1.70	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:50	MS/MS

Submission Number: 23080633
Sample Number: 005
Sample Description: D-8

Sample Date: 08/09/2023
Sample Time: 12:15
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.25	MG/L	0.05	0.20	351.2	08/16/2023 19:45	MS
TOTAL PHOSPHORUS AS P	0.285	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.190	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:50	MS
TOTAL NITROGEN	1.44	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:50	MS/MS

Submission Number: 23080633
Sample Number: 006
Sample Description: D-13

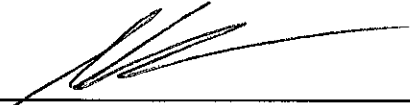
Sample Date: 08/09/2023
Sample Time: 12:00
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.26	MG/L	0.05	0.20	351.2	08/16/2023 19:52	MS
TOTAL PHOSPHORUS AS P	0.242	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.316	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:51	MS
TOTAL NITROGEN	1.58	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:51	MS/MS

Submission Number: 23080633
Sample Number: 007
Sample Description: F-12

Sample Date: 08/09/2023
Sample Time: 10:05
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.77	MG/L	0.05	0.20	351.2	08/16/2023 19:53	MS
TOTAL PHOSPHORUS AS P	0.038	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.015 I	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:54	MS
TOTAL NITROGEN	1.78	MG/L	0.05	0.20	SYSTEAS+351	08/16/2023 16:54	MS/MS



Dale D. Dixon / Laboratory Director

09/06/2023

Date

Kathleen Gauthier - QC Officer

Haley Richardson - QA Officer

DATA QUALIFIERS THAT MAY APPLY:

- A = Value reported is an average of two or more determinations.
- B = Results based upon colony counts outside the ideal range.
- H = Value based on field kit determination. Results may not be accurate.
- I = Reported value is between the laboratory MDL and the PQL.
- J1 = Estimated value. Surrogate recovery limits exceeded.
- J2 = Estimated value. No quality control criteria exists for component.
- J3 = Estimated value. Quality control criteria for precision or accuracy not met.
- J4 = Estimated value. Sample matrix interference suspected.
- J5 = Estimated value. Data questionable due to improper lab or field protocols.
- K = Off-scale low. Value is known to be < the value reported.
- L = Off-scale high. Value is known to be > the value reported.
- N = Presumptive evidence of presence of material.
- O = Sampled, but analysis lost or not performed.
- Q = Sample held beyond accepted hold time.

- T = Value reported is < MDL. Reported for informational purposes only and shall not be used in statistical analysis.
- U = Analyte analyzed but not detected at the value indicated.
- V = Analyte detected in sample and method blank. Results for this analyte in associated samples may be biased high. Standard, Duplicate and Spike values are within control limits. Reported data are usable.
- Y = Analysis performed on an improperly preserved sample. Data may be inaccurate.
- Z = Too many colonies were present (TNTC). The numeric value represents the filtration volume.
- I = Data deviate from historically established concentration ranges.
- ? = Data rejected and should not be used. Some or all of QC data were outside criteria, and the presence or absence of the analyte cannot be determined from the data.
- * = Not reported due to Interference.
- Oil & Grease - If client does not send sufficient sample quantity for spike evaluation surface water samples are supplied by the laboratory.

NOTES:

- MBAS calculated as LAS; molecular weight = 340.
- PQL = 4xMDL.
- ND = Not detected at or above the adjusted reporting limit.
- G1 = Accuracy standard does not meet method control limits, but does meet lab control limits that are in agreement with USEPA generated data. USEPA letter available upon request.
- G2 = Accuracy standard exceeds acceptable control limits. Duplicate and spike values are within control limits. Reported data are usable.

COMMENTS:

For questions or comments regarding these results, please contact us at (941) 723-9986.

Results relate only to the samples.

Benchmark EnviroAnalytical, Inc.

1711 Twelfth Street East

Palmetto, FL 34221

(941) 723-9986

(941) 723-6061 fax

Sample Temperature checked upon receipt at BEAS with Temperature Gun ID #7

Sample Temperature checked upon receipt at BEA with Temperature Gun ID #258

Client: Johnson Engineering, Inc

2122 Johnson Street

Fort Myers, FL 33901

(239) 461-2458 (Tim Denison)

(239) 334-3661 (fax)

Report Format: Standard by Sample

Project Name: Bayside / Bay Creek Quarterly WQ Analysis

Project Number: 20160319-022

Laboratory Submission #:

23080633

Station ID	Total # of Containers per Site	Sample Matrix ² / Sample Type ¹	Parameters, Preservative ⁴ , Container Type ³ / Total # of Containers = 14				Laboratory Sample #
			TKN	NO ₃ -NO ₂	T-P	T-N	
			1.1mL 1:4 H ₂ SO ₄ Acid Lot # 23-10	pH > 2 <input type="checkbox"/>			
			1 x 1/2 Pint Plastic			10mg NaThio Lot # 221019	
						1 x 100mL Sterile Plastic	
A-1	1	SW / Grab	Date & Time: 8-9-23	1100	•		1
A-2	1	SW / Grab	Date & Time:	1035	•		2
A-16	1	SW / Grab	Date & Time:	1115	•		3
A-17	1	SW / Grab	Date & Time:	1140	•		4
D-8	1	SW / Grab	Date & Time:	1215	•		5
D-13	1	SW / Grab	Date & Time:	1200	•		6
F-12	1	SW / Grab	Date & Time:	1005	•		7

Notes:
 1. "Sample Type" is used to indicate whether the sample was a grab (G) or whether it was a composite (C).
 2. "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DWD), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMNT), or sludge (SLDG).
 3. "Container Type" is used to indicate whether the container is plastic (P) or glass (G).
 4. Sample must be refrigerated or stored in wet ice after collection. The temperature during storage should be less than or equal to 6°C (42.8°F).
 5. Under "Preservative," list any preservatives that were added to the sample container. Lot Number of preservative used is specific to the bottles included in the kit. NaThio, H₂SO₄, and HNO₃, do not have expiration dates per the manufacturer. Micro bottles are pre-preserved at manufacturing stage. 40mL vials are pre-preserved at manufacturing stage.

Instructions:
 1. Each bottle has a label identifying sample ID, premeasured preservative contained in the bottle, sample type, client ID, and parameters for analysis.
 2. The following information should be added to each bottle label after collection with permanent black ink: date and time of collection, sampler's name or initials, and any field number or ID.
 3. All bottles not containing preservative may be rinsed with appropriate sample prior to collection.
 4. The client is responsible for documentation of the sampling event. Please note special sampling events on the sample custody form.
 5. Sample kit has been created by BEA using new, certified bottles.

Laboratory Sample Acceptability:
 pH < 2: BEA Temperature: 6.3°C
 BEAS Temperature:

1	Collector & Affiliation: Jessica Miller / JEI JMM	Date: 8-9-23	Time: 1500	Received By: & Affiliation (Print & Sign)	Date:	Time:
2	Relinquished By: Jessica Miller / JEI JMM	Date: 8-9-23	Time: 1700	Received By: & Affiliation (Print & Sign) LNU YN Beas	Date: 8/10/23	Time: 9:25
3	Relinquished By: & Affiliation (Print & Sign) LNU YN Beas	Date: 8/10/23	Time: 1150	Received By: & Affiliation (Print & Sign) EVELIO PEREZ EJ BEA	Date: 8/10/23	Time: 1150
4	Relinquished By: & Affiliation (Print & Sign) EVELIO PEREZ EJ BEA	Date: 8/10/23	Time: 1430	Received By: & Affiliation (Print & Sign) Nathan Hadsell	Date: 8-10-23	Time: 1430
5	Relinquished By: & Affiliation (Print & Sign)	Date:	Time:	Received By: & Affiliation (Print & Sign)	Date:	Time:
6	Relinquished By: & Affiliation (Print & Sign)	Date:	Time:	Received By: & Affiliation (Print & Sign)	Date:	Time:

BEAS

Laboratory Results

Lee County Environmental Laboratory

60-2 Danley Drive
Fort Myers, FL 33907
239-533-8600



To: Johnson Engineering
2122 Johnson St
Fort Myers, FL 33901
(239) 461-2458
RE: Bayside Bay Creek

Report Date: 8/11/2023

Below are the results of samples submitted to this laboratory on 8/9/2023

Laboratory ID	AF67108	Collection date and time	8/9/2023	10:05 AM
Location Code	BBCF12	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek F-12			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	10		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

Laboratory ID	AF67109	Collection date and time	8/9/2023	10:35 AM
Location Code	BBCA2	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek A-2			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	5		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

Laboratory ID	AF67110	Collection date and time	8/9/2023	11:00 AM
Location Code	BBCA1	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek A-1			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	1		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B



Laboratory ID	AF67111	Collection date and time	8/9/2023	11:15 AM
Location Code	BBCA16	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek A-16			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	2420		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

Laboratory ID	AF67112	Collection date and time	8/9/2023	11:40 AM
Location Code	BBCA17	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek A-17			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	35		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

Laboratory ID	AF67113	Collection date and time	8/9/2023	12:00 PM
Location Code	BBCD13	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek D-13			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	12		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

Laboratory ID	AF67114	Collection date and time	8/9/2023	12:15 PM
Location Code	BBCD8	Sample Collector	JESSICA MILLER	
Sample Description	Bayside Bay Creek D-8			

Analyte Name	Result	Qualifier	Units	MDL	PQL	Analysis Date	Analysis Time	Analysis Method
E.coli Enumeration Colilert-18®	17		MPN/100mL	1		8/9/2023	2:40 PM	SM9223B

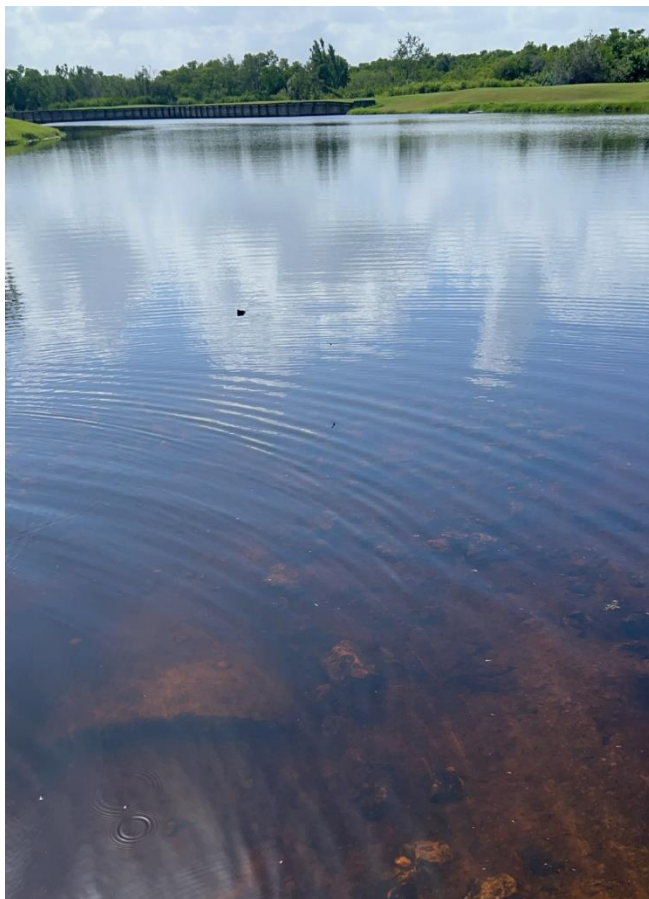
Qualifiers:

Unless noted otherwise, these test results meet all the requirements of the 2016 NELAC/ TNI Standards. The results provided herein relate only to the samples cited as they were received by the laboratory. All questions regarding this report should be directed to Rick Armstrong, Laboratory Manager.

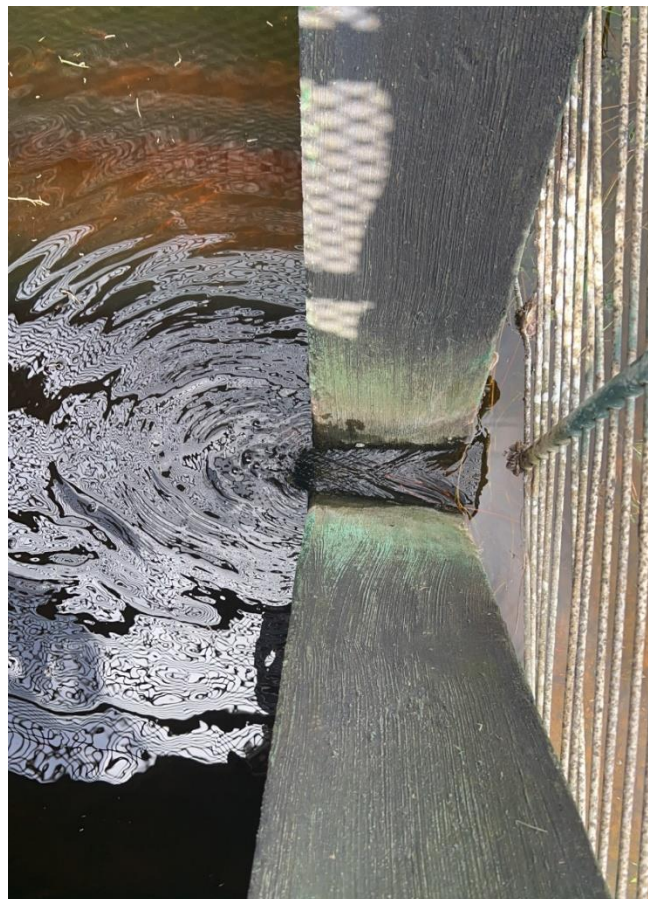


APPENDIX B
FIELD PHOTOGRAPHS

**APPENDIX B
FIELD PHOTOGRAPHS**



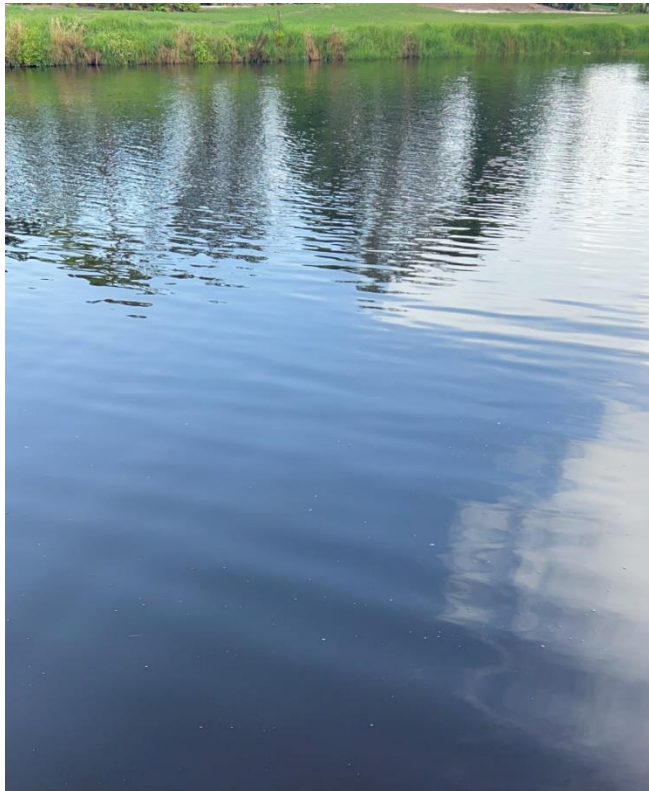
BAYSIDE/BAY CREEK A-1 8.9.23 1100



BAYSIDE/BAY CREEK A-1 8.9.23 1100



**APPENDIX B
FIELD PHOTOGRAPHS**



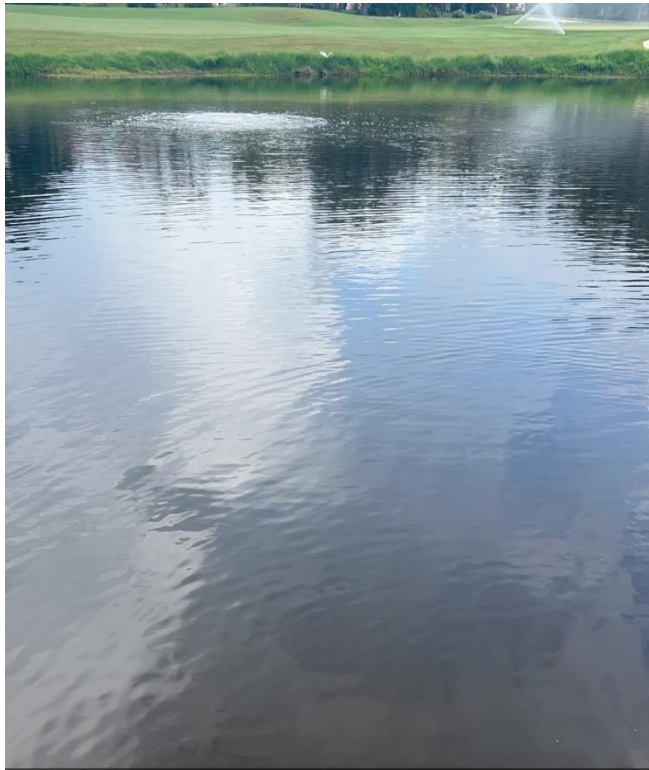
BAYSIDE/BAY CREEK A-2 8.9.23 1035



BAYSIDE/BAY CREEK D-8 8.9.23 1215



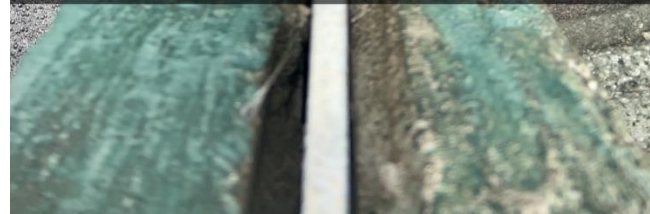
**APPENDIX B
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK A-16 8.9.23 1115



BAYSIDE/BAY CREEK A-16 8.9.23 1115



**APPENDIX B
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK A-17 8.9.23 1140



BAYSIDE/BAY CREEK A-17 8.9.23 1140



**APPENDIX B
FIELD PHOTOGRAPHS**



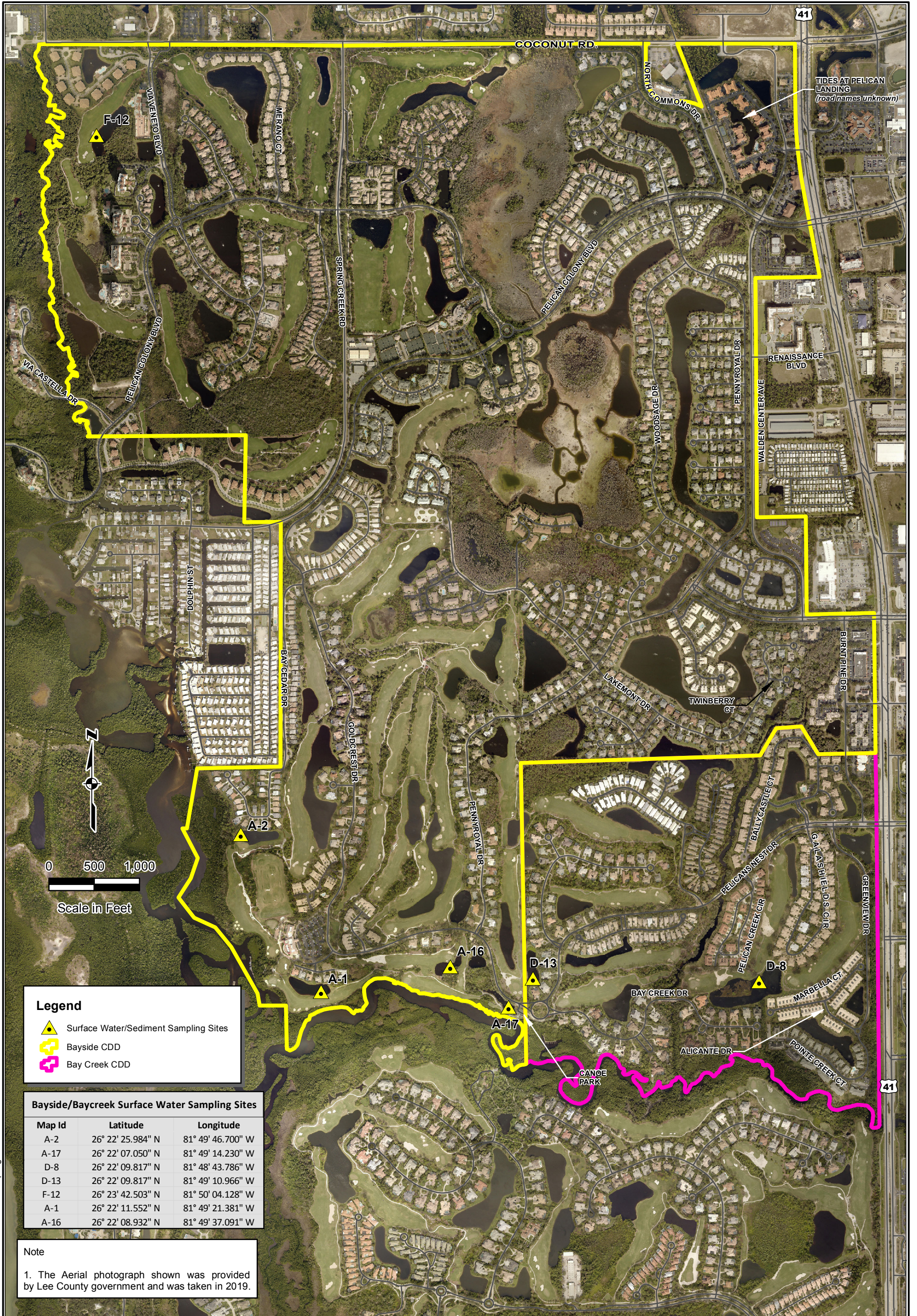
BAYSIDE/BAY CREEK D-13 8.9.23 1200



BAYSIDE/BAY CREEK F-12 8.9.23 1005



APPENDIX C
SAMPLE LOCATION MAP



Legend

- Surface Water/Sediment Sampling Sites
- Bayside CDD
- Bay Creek CDD

Bayside/Baycreek Surface Water Sampling Sites

Map Id	Latitude	Longitude
A-2	26° 22' 25.984" N	81° 49' 46.700" W
A-17	26° 22' 07.050" N	81° 49' 14.230" W
D-8	26° 22' 09.817" N	81° 48' 43.786" W
D-13	26° 22' 09.817" N	81° 49' 10.966" W
F-12	26° 23' 42.503" N	81° 50' 04.128" W
A-1	26° 22' 11.552" N	81° 49' 21.381" W
A-16	26° 22' 08.932" N	81° 49' 37.091" W

Note

1. The Aerial photograph shown was provided by Lee County government and was taken in 2019.

O:\2016\20160319-022\ArcGIS\Sampling Sites 2022.mxd

Bayside / Bay Creek
Lee County, Florida

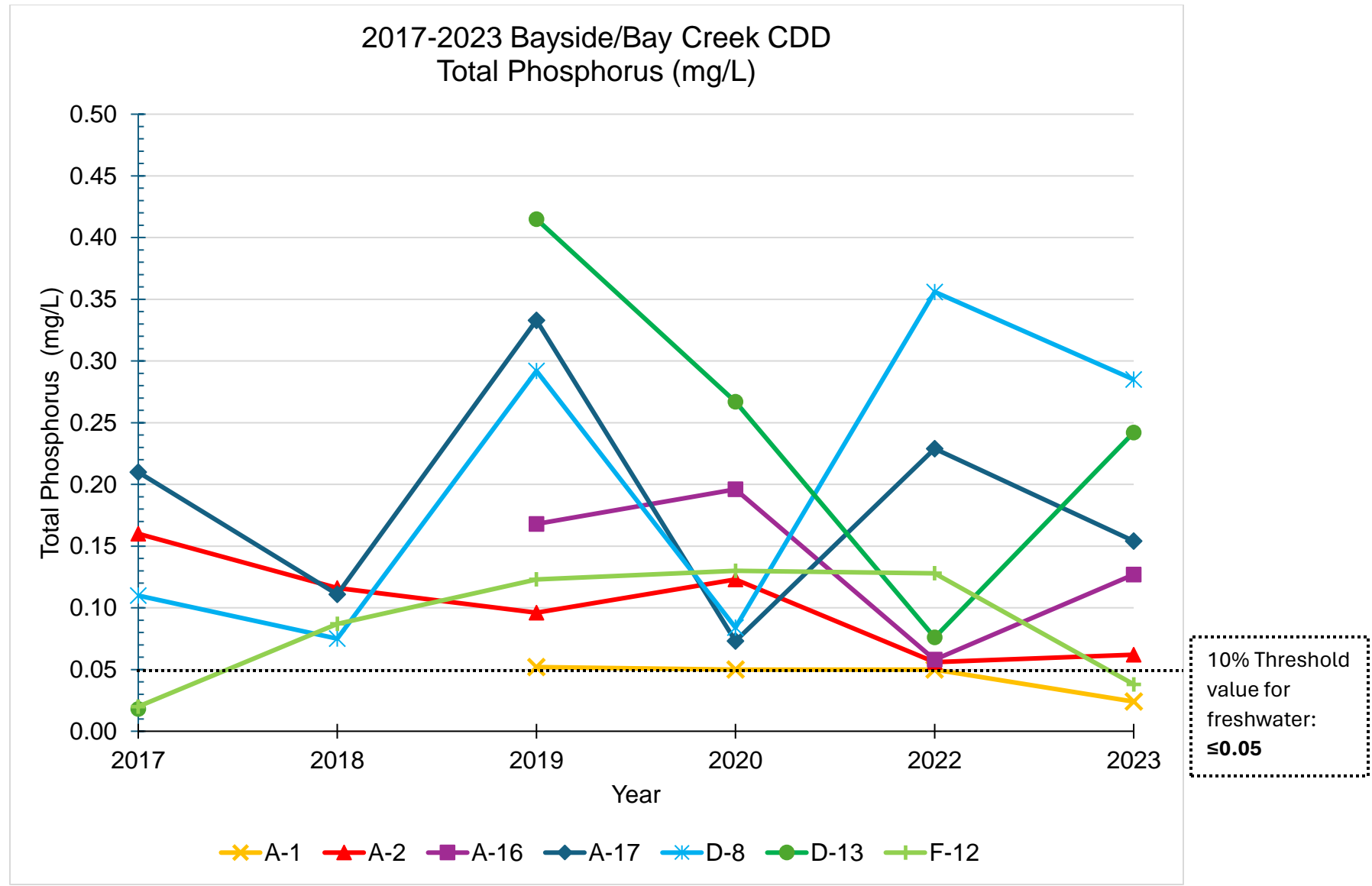


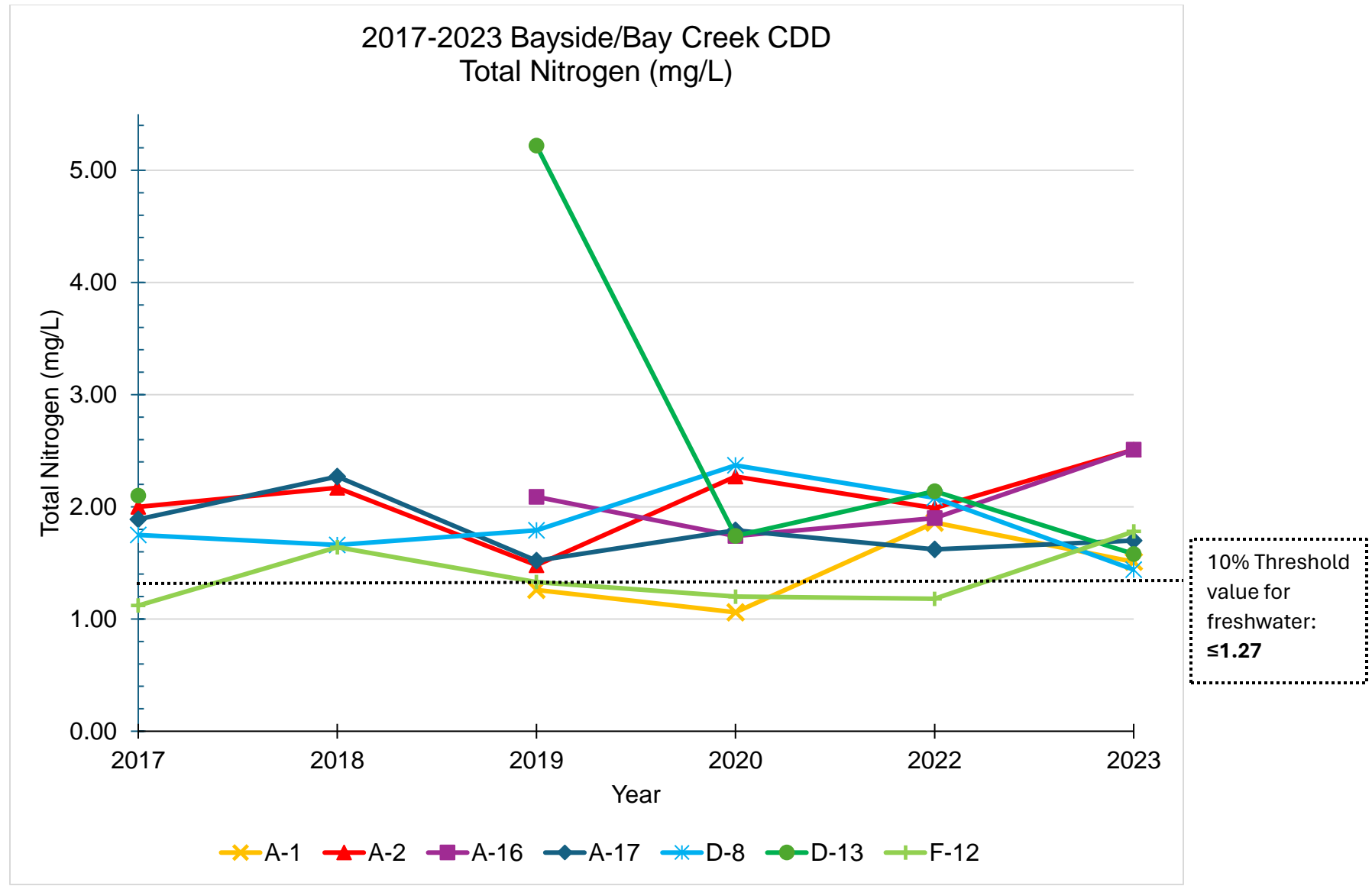
JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
P.O. BOX 1550
FORT MYERS, FLORIDA 33902-1550
PHONE (239) 334-0046
FAX (239) 334-3661
E.B. #642 & L.B. #642

2023 Sample Map

DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
September 2022	20160319-022		As Shown	1

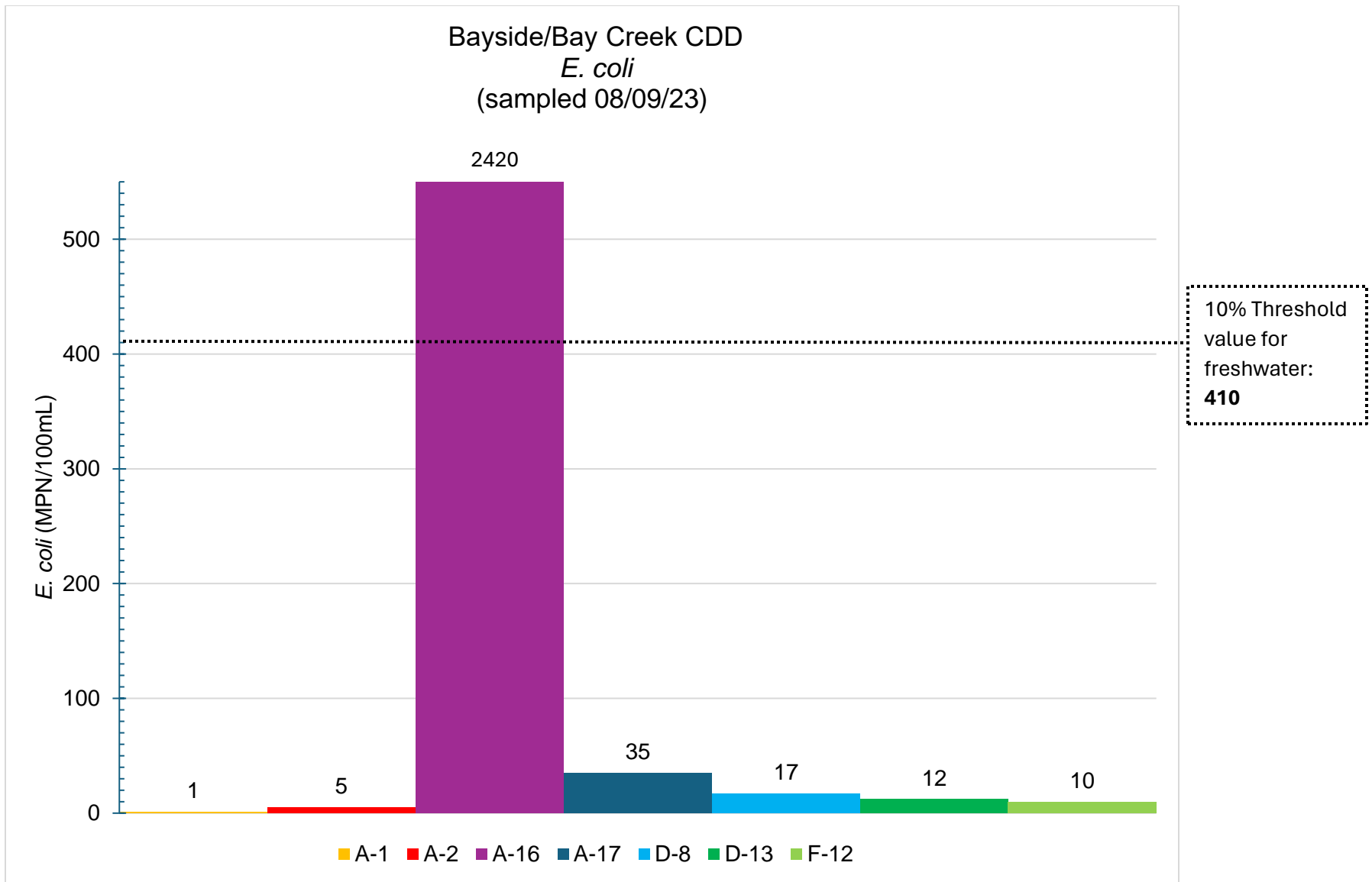
APPENDIX D
CONCENTRATION CHARTS





**APPENDIX D
CONCENTRATION CHARTS**

2023 Annual Report



**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

9



4001 Tamiami Trail North, Suite 300
Naples, Florida 34103
T: 239.435.3535 | F: 239.435.1218

Writer's Email:
gurbancic@cyklawfirm.com

April 15, 2024

Bay Creek Community Development District
Attn: Chesley E. Adams, Jr., District Manager
c/o Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

**Re: Bay Creek Community Development District
Proposal for District Counsel General Legal Representation**

Board of Supervisors:

Thank you for this opportunity to provide you with our proposal for the provision of legal services to Bay Creek Community Development District (the "District"). The purpose of this letter is to set forth our proposal for legal representation as District Counsel for the District.

General representation of the District includes services, as requested by the District, including the following: (i) attendance at meetings of the Board of Supervisors of the District; (ii) preparation and review of contracts; (iii) representation of the District in administrative hearings and before the applicable county commissions; (iv) coordination with district management and supervisors on legal issues; (v) consultation with supervisors on the Government in the Sunshine Law, Public Records Law and ethical issues; and (vi) general monitoring compliance by the District with applicable laws and notice requirements. Representation also includes compliance with Section 119.0701, Florida Statutes in relation to public records, as applicable. As required, certain disclosure provisions are attached as Exhibit "A" and included pursuant to the requirements of applicable law.

Our fees for general legal services to be provided to the District will be based upon the amount of time expended by our attorneys and paralegals. The current hourly rate to be charged for Greg Urbancic's general legal services to the District would be \$385.00 per hour and Meagan Magaldi's currently hour rate would be \$250.00 per hour. The hourly rates for other attorneys in our firm that may work on this matter range from \$150.00 to \$550.00. Hourly charges for paralegal services are presently \$125.00 per hour. These rates may be modified over time. Our statement reflects the rates in effect at the time invoiced services were performed. It is our practice to charge clients the regularly hourly rate for time for traveling in connection with business for our clients.

Costs or disbursements we advance on the District's behalf will be charged to the District. Such costs will include long distance telephone and toll charges, authorized travel expenses, copying charges, messenger service, expedited mail, filing fees, court costs, recording fees and other out-of-pocket expenses which we reasonably incur in connection with our representation of the District. We will render statements

Bay Creek Community Development District
Attn: Chesley E. Adams, Jr., District Manager
April 15, 2024
Page 2 of 3

to the District monthly covering services rendered and disbursements incurred during the preceding month. We expect payment of each statement upon its rendition and in no event later than thirty days.

The District may terminate our representation at any time by notifying us in writing, arranging to pay the final bill, and approving written instructions of the disposition of the papers and property which are in our possession. Upon such termination, the District's papers and property will be returned to the District promptly upon our receipt of payment of outstanding statements for services and disbursements in our final bill. Our files pertaining to the matter will be retained. Termination of services will not affect the District's responsibility to pay for legal services rendered and disbursements incurred before termination and in connection with an orderly transition of the matter.

We are subject to the rules of professional conduct, which describe several types of conduct or circumstances which require or allow us to withdraw from representing a client. Nonpayment of fees or disbursements, misrepresentation or failure to disclose material facts, action contrary to our advice and conflict of interest with another client are examples of several such circumstances or conduct. We will try to identify in advance and discuss with you any situation which may lead to our withdrawal. If withdrawal ever becomes necessary, we will immediately give the District written notice of our withdrawal.

The scope of the work described herein does not include work with regard to any proposed issuance of bonds by the District (including any applicable Circuit Court validation, preparing and issuing an issuer's counsel opinion letter, or reviewing engineer's reports and assessment methodologies relating to any bond issue). Should the District pursue such an issuance of bonds in the future, our firm would be willing to provide these services to the District in a manner to be agreed upon at a later date.

To evidence the District's consent to this arrangement, please sign the bottom portion of this letter where indicated and return a copy to us. We appreciate the opportunity to represent the District in this matter and look forward to working with the District. Our representation of the District will commence upon receipt of the executed retention letter.

Please contact us if you have any questions regarding this proposal.

Sincerely,



Gregory L. Urbancic
For the Firm

Bay Creek Community Development District
Attn: Chesley E. Adams, Jr., District Manager
April 15, 2024
Page 3 of 3

THE DISTRICT AGREES TO THE ABOVE TERMS.

James Janek, Chair
Bay Creek Community Development District

Date

EXHIBIT "A"- Additional Provisions

Public Records. Coleman, Yovanovich & Koester, P.A. ("Contractor") understands and agrees that all documents of any kind provided to the District in connection with this engagement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is Chesley E. Adams ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the services; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the engagement and following the engagement if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of engagement, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats. Failure of Contractor to comply with Section 119.0701, Florida Statutes may subject Contractor to penalties under Section 119.10, Florida Statutes. Further, in the event Contractor fails to comply with this Section or Section 119.0701, Florida Statutes, District shall be entitled to any and all remedies at law or in equity. The following statement is required to be included pursuant to Section 119.0701(2), Florida Statutes:

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (CHESLEY E. ADAMS, JR. C/O WRATHELL, HUNT AND ASSOCIATES, LLC) AT (561) 571-0010, ADAMSC@WHHASSOCIATES.COM, OR 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431.

E-Verify: Contractor shall comply with all applicable requirements of Section 448.095, Florida Statutes. Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. If Contractor enters into a contract with a subcontractor relating to the services under this Agreement, the subcontractor must register with and use the E-Verify system and provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of said affidavit for the duration of the contract with the subcontractor and provide a copy to the District upon request. For purposes of this section, the term "subcontractor" shall have such meaning as provided in Section 448.095(1)(j), Florida Statutes and the term "unauthorized alien" shall have such meaning as provided in Section 448.095(k), Florida Statutes.

If Contractor has a good faith belief that a subcontractor with which it is contracting has knowingly violated Section 448.095, Florida Statutes, then Contractor shall terminate the contract with such person or entity. Further, if District has a good faith belief that a subcontractor of Contractor knowingly violated Section 448.095, Florida Statutes, but

Contractor otherwise complied with its obligations hereunder, District shall promptly notify the Contractor and upon said notification, Contractor shall immediately terminate its contract with the subcontractor.

Notwithstanding anything else in this Agreement to the contrary, District may immediately terminate this Agreement for cause if there is a good faith belief that Contractor knowingly violated the provisions of Section 448.095, Florida Statutes, and any termination thereunder shall in no event be considered a breach of contract by District.

By entering into this Agreement, Contractor represents that no public employer has terminated a contract with Contractor under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of this Agreement. District has materially relied on this representation in entering into this Agreement with Contractor.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

10

From: [Cleo Adams](#)
To: [Karen Montgomery](#); [Gianna Denofrio](#); [Daphne Gillyard](#)
Subject: Re: Cane Toad summary
Date: Wednesday, April 17, 2024 3:50:30 PM

Please include the below email in the agenda.

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Karen Montgomery <karenm1109@gmail.com>
Sent: Tuesday, April 16, 2024 8:32:24 PM
To: Cleo Adams <crismondc@whhassociates.com>
Subject: Fwd: Cane Toad summary

Please see below. Include this email regarding PLCA participation in an umbrella response from Greg Keeley, PLCA bd, landscaping.

Karen Montgomery

----- Forwarded message -----

From: **Greg Keeley** <gkeeleypzca@gmail.com>
Date: Tue, Apr 9, 2024, 4:29 PM
Subject: Re: Cane Toad powerpoint
To: Karen Montgomery <karenm1109@gmail.com>
Cc: Jim Hoppensteadt <jim@pelicanlanding.com>

Karen,

Based on our meeting today, we feel that this is a CDD issue to coordinate. The PLCA board has a lot of large projects on its plate...the marina rebuild, the Renaissance Center project, the Community Center remodeling, major landscaping projects, etc. It is unlikely that the board will determine that this is a priority for 2024. Plus there is a lot of skepticism as to how effective the contractors treatments will be in reducing the population of cane toads.

Greg

On Apr 2, 2024, at 4:44 PM, Karen Montgomery <karenm1109@gmail.com> wrote:

Coordinating question – CDDs voted that PLCA lead the cane toad initiative. I was only Nay vote.

Karen

Sent from [Mail](#) for Windows

From: [Greg Keeley](#)
Sent: Tuesday, April 2, 2024 10:32 AM

To: [Karen Montgomery](#)

Subject: Re: Cane Toad powerpoint

Karen,

We have not heard back from Colony CC or CFB yet. Waiting to hear back from all parties.

Shouldn't CDD be coordinating this?

Greg

On Apr 1, 2024, at 3:08 PM, Karen Montgomery

<karenm1109@gmail.com> wrote:

I am open on Friday April 5, Monday April 8, pm Tuesday April 9.

YOU? Can we get other parties to the table?

Karen

Sent from [Mail](#) for Windows

From: [Greg Keeley](#)

Sent: Sunday, March 31, 2024 12:41 PM

To: [Karen Montgomery](#)

Subject: Re: Cane Toad powerpoint

Greg Keeley reacted via [Gmail](#)

Cane Toad Discussion 4/9/2024 at 10AM.

Attendees: Karen Montgomery, Bayside CDD Board Member & PLCA Eco Club member; Damian Collins, The Colony Golf Director of Operations; Rod Kooker, The Colony Golf General Manager; Jason Zimmerman, The Nest Supervisor; Susan Irizarry, The Colony Foundation Community Association Manager; Savanna Mauler, PLCA Director of Covenant Enforcement; Jim Hoppensteadt, PLCA General Manager & Chief of Operations; Greg Keeley, PLCA Board Member.

- Karen Montgomery provided background for the current issue surrounding the invasive species of cane toads. Cane Toads are very harmful to our ecosystem and to dogs; they do not have a predator and produce 30,000 eggs per individual Cane Toad. Bayside CDD represents our 1,800 acres containing 92 lakes, which can be seen as the perfect breeding ground for cane toads.
- Heron Point is the only neighborhood in PLCA known to have its own contractor for the removal of cane toads.
- Jason Zimmerman mentioned how many clubs/communities in the surrounding areas were combatting cane toads but are no longer are maintaining these issues other than Bonita Bay. Providing the questions, “What is the longevity of combatting this issue?” as well as, “Will the cost supersede the results?” It is believed that due to the number of volunteers Bonita Bay maintains, the use of the company, Southern Trappers, may be alleviated, and the cane toad responsibility will rely solely on the volunteers.
- We have received notably differently priced bids from two companies, Pesky Varmints and Southern Trappers. Bonita Bay currently uses the company Southern Trappers for all their invasive species. In 2023, 382 gallons of cane toads were removed from Bonita Bay, but most of the removals were completed by volunteers.
- Jim Hoppensteadt believes the contract should be created on behalf of the CDD, combining each of the associations into one category. The balance paid should not be the same for each contribution. We must be able to justify the expense. Everyone agrees that if these projects were in separate contracts, residents/members will feel double to tripled charged for these expenses.
- Jason Zimmerman, Damian Collins, and Rod Kooker agree that their participation in this expense should be minimal because golfers do not play at night and dogs are not walked on the golf courses. All of their lakes fall under the umbrella of maintenance by the CDD. Jason Zimmerman mentioned that the lake between the pars Gator 1 and Gator 2 produces a large amount of Cane Toads. This shows that all lakes should not be treated the same, and the main lakes of production should become the focus of the project.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

1 1 B

Colony to CDD
April 15, 2024

The Colony Foundation Board met April 15, 2024,

Steve Adamczyk, Colony attorney, reviewed the Code of Conduct as well as explained new state requirements for the Board. Confidentiality was explained in depth.

Most of the meeting was devoted to the Bay Club renovation progress. The Club is still slated to open the week of June 5, 2024

No action taken in regard to Cane toads.

The organization of the committees was reviewed and the liaison's were announced. Gina Hanft will continue as the Landscape Committee liaison.

Cheryl Hughes resigned as DRSC chair and Tess Perry was appointed Chair.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**UNAUDITED
FINANCIAL
STATEMENTS**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2024**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
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Statement of revenues, expenditures and changes in fund balances	
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<i>Proprietary funds</i>	
Statement of net position	
Enterprise funds: 401 & 451	5
Statement of revenues, expenses and changes in net position	
Enterprise funds: 401 & 451	6 - 7
Bayside Improvement	
<i>Governmental funds</i>	
Balance sheet	8
Statement of revenues, expenditures and changes in fund balances	
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<i>Governmental funds</i>	
Balance sheet	17
Statement of revenues, expenditures and changes in fund balances	
General fund: 101	18 - 20
<i>Proprietary funds</i>	
Statement of net position	
Enterprise fund: 451	21
Statement of revenues, expenses and changes in net position	
Enterprise fund: 451	22 - 23

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	General Fund		
	General Fund 001 & 101	General Fund 002	Total Governmental Funds
ASSETS			
Cash			
Truist	\$1,733,957	\$568,627	\$ 2,302,584
Truist - Debt Card	6,000	-	6,000
FineMark MM	65,897	83,323	149,220
FineMark ICS	-	6,801	6,801
Bank United MM	30,000	5,000	35,000
Bank United ICS	228,510	45,000	273,510
Due from other funds			
Bayside general fund 001	28	-	28
Bayside general fund 002 - The Colony	-	1,000	1,000
Prepaid expense	130	-	130
WC deposit	1,806	-	1,806
Deposits	125	555	680
Total assets	\$ 2,066,453	\$ 710,306	\$ 2,776,759
LIABILITIES & FUND BALANCES			
Liabilities			
Due to other funds			
Bayside general fund 002 - The Colony	1,000	-	1,000
Bay Creek - general fund 101	28	-	28
Due to Bayside - enterprise fund 401	74	-	74
Due to Bay Creek - enterprise fund 451	59	-	59
Total liabilities	1,161	-	1,161
Fund Balances			
Unassigned	2,065,292	710,306	2,775,598
Total fund balances	2,065,292	710,306	2,775,598
Total liabilities and fund balances	\$ 2,066,453	\$ 710,306	\$ 2,776,759

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 2,351,727	\$ 2,468,020	95%
Interest	254	2,487	85,000	3%
Street sweeping	-	-	13,000	0%
Miscellaneous	1,600	1,750	-	N/A
Total revenues	<u>1,854</u>	<u>2,355,964</u>	<u>2,566,020</u>	92%
EXPENDITURES				
Administrative				
Supervisors	3,068	7,912	19,377	41%
Engineering	1,676	11,517	15,000	77%
Legal	2,194	3,832	18,000	21%
Audit	-	-	15,000	0%
Management	3,500	21,000	42,000	50%
Accounting & payroll	1,400	8,399	16,799	50%
Computer services	420	2,520	5,040	50%
Assessment roll preparation* ¹	706	4,238	8,476	50%
Telephone	79	475	950	50%
Postage & reproduction	275	757	1,350	56%
Printing & binding	410	2,459	4,918	50%
Legal notices and communications	457	953	1,125	85%
Office supplies	-	1,013	750	135%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* ¹	-	19,224	19,102	101%
Miscellaneous (bank fees)	298	1,437	6,750	21%
Total administrative	<u>14,483</u>	<u>86,157</u>	<u>175,153</u>	49%
Field management				
Other contractual	3,150	18,899	37,799	50%
Total field management services	<u>3,150</u>	<u>18,899</u>	<u>37,799</u>	50%
Water management				
NPDES program	-	355	3,165	11%
Other contractual services: lakes	14,439	74,591	180,405	41%
Other contractual services: wetlands	-	21,131	37,980	56%
Other contractual services: culverts/drains	1,494	7,761	37,980	20%
Other contractual services: lake health	-	25	6,330	0%
Aquascaping* ¹	-	-	18,990	0%
Capital outlay	-	-	9,495	0%
Repairs and maintenance (aerators)	249	630	9,495	7%
Total water management services	<u>16,182</u>	<u>104,493</u>	<u>303,840</u>	34%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Personnel services	16,713	34,920	-	N/A
Electricity	5,447	27,084	41,509	65%
Contractual services-lightpole	-	3,637	46,491	8%
Total street lighting services	<u>22,160</u>	<u>65,641</u>	<u>88,000</u>	75%
Landscaping				
Supervisor	7,768	34,245	111,000	31%
Personnel services	126,226	547,876	1,100,000	50%
Capital outlay	12,499	54,122	60,000	90%
Fuel	4,559	24,003	25,000	96%
Repairs and maintenance (parts)	5,830	27,083	40,000	68%
Insurance* ¹	-	22,371	16,810	133%
Minor operating equipment	926	10,590	20,000	53%
Horticulture dumpster	8,550	40,950	40,000	102%
Employee uniforms	2,190	13,202	34,000	39%
Chemicals	8,259	40,646	58,000	70%
Flower program* ²	-	57,638	130,000	44%
Mulch program* ²	-	65,431	83,000	79%
Plant replacement program* ²	-	8,740	40,000	22%
Other contractual - tree trimming* ¹	500	1,550	12,660	12%
Other contractual - horticulturalist	-	-	2,000	0%
Other contractual - training	-	368	1,500	25%
Maintenance tracking software	-	2,798	20,000	14%
Unbudgeted contractual services	-	81,215	82,000	99%
Fountain maintenance	548	14,055	10,000	141%
Office operations	2,205	12,658	23,000	55%
Monument maintenance	460	1,167	15,000	8%
Total landscaping services	<u>180,520</u>	<u>1,060,708</u>	<u>1,923,970</u>	55%
Roadway				
Personnel	708	3,166	8,546	37%
Repairs and maintenance - parts	1,035	1,810	6,330	29%
Insurance	-	2,453	1,899	129%
Total roadway services	<u>1,743</u>	<u>7,429</u>	<u>16,775</u>	44%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Parks & recreation				
Utilities	1,508	5,358	10,500	51%
Operating supplies	383	711	1,000	71%
Total parks & recreation	<u>1,891</u>	<u>6,069</u>	<u>11,500</u>	53%
Other fees & charges				
Property appraiser	-	-	3,625	0%
Tax collector	-	6,783	5,358	127%
Total other fees & charges	<u>-</u>	<u>6,783</u>	<u>8,983</u>	76%
Total expenditures	<u>240,129</u>	<u>1,356,179</u>	<u>2,566,020</u>	53%
Excess/(deficiency) of revenues over/(under) expenditures	(238,275)	999,785	-	
Fund balances - beginning	2,303,567	1,065,507	1,168,661	
Fund balances - ending	<u>\$ 2,065,292</u>	<u>\$ 2,065,292</u>	<u>\$ 1,168,661</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF NET POSITION
ENTERPRISE FUNDS 401 & 451
MARCH 31, 2024**

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
ASSETS			
Current assets:			
Cash			
Wells Fargo	\$ 269,050	\$ -	\$ 269,050
SunTrust	352,238	85,744	437,982
Bank United MM	10,000	2,000	12,000
Bank United ICS	590,000	8,000	598,000
Accounts receivable (customers)	15,910	9,544	25,454
Due from Bayside general fund 001	67	50	117
Due from Bay Creek general fund 101	7	9	16
Due from Bay Creek enterprise fund 451	87,918	-	87,918
WC deposit	104	35	139
Total current assets	<u>1,325,294</u>	<u>105,382</u>	<u>1,430,676</u>
Noncurrent assets:			
Capital assets			
Property, plant and equipment	1,968,959	24,570	1,993,529
Irrigation system	-	596,951	596,951
Less accumulated depreciation	(1,605,800)	(565,403)	(2,171,203)
Total capital assets, net of accumulated depreciation	<u>363,159</u>	<u>56,118</u>	<u>419,277</u>
Total noncurrent assets	<u>363,159</u>	<u>56,118</u>	<u>419,277</u>
Total assets	<u>1,688,453</u>	<u>161,500</u>	<u>1,849,953</u>
LIABILITIES			
Current liabilities:			
Customer deposits	47,930	12,188	60,118
Due to Bayside enterprise fund 401	-	87,918	87,918
Total current liabilities	<u>47,930</u>	<u>100,106</u>	<u>148,036</u>
NET POSITION			
Net investment in capital assets	363,159	56,118	419,277
Unrestricted	1,277,364	5,276	1,282,640
Total net position	<u>\$ 1,640,523</u>	<u>\$ 61,394</u>	<u>\$ 1,701,917</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS 401 & 451
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
OPERATING REVENUES:				
Charges for services				
Assessment levy - net	\$ -	\$ 309,172	\$ 325,545	95%
Irrigation	66,443	289,726	584,000	50%
Total operating revenues	<u>66,443</u>	<u>598,898</u>	<u>909,545</u>	66%
OPERATING EXPENSES:				
Administrative services				
Supervisor's fees	1,022	2,638	6,459	41%
Engineering fees	559	3,839	5,000	77%
Legal	731	1,277	6,000	21%
Audit	-	-	5,000	0%
Management	1,395	8,364	16,731	50%
Accounting & payroll	467	2,800	5,600	50%
Computer services	140	840	1,680	50%
Utility billing	3,853	23,052	33,500	69%
Telephone	25	156	311	50%
Postage & reproduction	92	252	450	56%
Printing and binding	136	820	1,639	50%
Legal notices and communications	152	317	375	85%
Office supplies	-	337	251	134%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* ¹	-	6,408	6,340	101%
Miscellaneous	91	433	2,250	19%
Total administrative services	<u>8,663</u>	<u>51,673</u>	<u>91,820</u>	56%
Field management services				
Other contractual services	1,051	6,300	12,600	50%
Total field management services	<u>1,051</u>	<u>6,300</u>	<u>12,600</u>	50%
Water management services				
NPDES program	-	205	1,835	11%
Other contractual services: lakes	8,371	43,247	104,595	41%
Other contractual services: wetlands	-	12,251	22,020	56%
Other contractual services: culverts/drains	867	4,500	22,020	20%
Other contractual services: lake health	-	15	3,670	0%
Aquascaping* ¹	-	-	11,010	0%
Capital outlay	-	-	5,505	0%
Repairs and maintenance (aerators)*	144	365	5,505	7%
Total water management services	<u>9,382</u>	<u>60,583</u>	<u>176,160</u>	34%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS 401 & 451
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	7,340	0%
Total landscape services	-	-	7,340	0%
Roadway services				
Personnel	216	941	4,955	19%
Repairs and maintenance - parts	600	1,049	3,671	29%
Insurance	28	1,885	2,999	63%
Total irrigation supply services	844	3,875	11,625	33%
Irrigation supply services				
Personnel	5,260	23,302	74,000	31%
Reclaimed water	-	40,915	75,646	54%
Repairs and maintenance - parts	4,861	17,243	25,000	69%
Insurance* ¹	-	16,083	12,500	129%
Minor operating equipment	-	-	75,945	0%
Meter costs	-	6,415	7,500	86%
Other contractual services	751	4,535	9,000	50%
Electricity	7,485	38,908	95,000	41%
Pumps & machinery	4,760	23,041	75,000	31%
Depreciation	4,876	29,256	60,000	49%
Total irrigation supply services	27,993	199,698	509,591	39%
Total operating expenses	47,933	322,129	809,136	40%
 Operating income/(loss)	 18,510	 276,769	 100,409	
Nonoperating revenues/(expenses):				
Interest income	63	1,883	500	377%
Miscellaneous income	-	-	55,000	0%
Total nonoperating revenues	63	1,883	55,500	3%
 Change in net position	 18,573	 278,652	 155,909	
Total net position - beginning	1,683,344	1,423,265	1,407,673	
Total net position - ending	<u>\$ 1,701,917</u>	<u>\$ 1,701,917</u>	<u>\$ 1,563,582</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	General Fund		Total Governmental Funds
	001	The Colony 002	
ASSETS			
Cash			
Truist	\$1,390,570	\$568,627	\$ 1,959,197
Truist - debit card	6,000	-	6,000
FineMark MM	65,895	83,323	149,218
FineMark ICS	-	6,801	6,801
Bank United ICS	20,000	45,000	65,000
Bank United MM	5,000	5,000	10,000
Due from other funds			
Bayside general fund 002 - The Colony	-	1,000	1,000
Prepaid expense	130	-	130
WC deposit	1,462	-	1,462
Deposits	125	555	680
Total assets	<u>\$ 1,489,182</u>	<u>\$ 710,306</u>	<u>\$ 2,199,488</u>
LIABILITIES & FUND BALANCES			
Due to other funds			
Bayside general fund 002 - The Colony	1,000	-	1,000
Due to other governments (Bay Creek)			
Bay Creek - general fund 101	28	-	28
Bay Creek - enterprise fund 451	50	-	50
Due to Bayside - enterprise fund 401	67	-	67
Total liabilities	<u>1,145</u>	<u>-</u>	<u>1,145</u>
Fund balances			
Unassigned	<u>1,488,037</u>	<u>710,306</u>	<u>2,198,343</u>
Total fund balances	<u>1,488,037</u>	<u>710,306</u>	<u>2,198,343</u>
Total liabilities and fund balances	<u>\$ 1,489,182</u>	<u>\$ 710,306</u>	<u>\$ 2,199,488</u>

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 1,899,564	\$ 1,987,933	96%
Interest	253	1,488	70,000	2%
Street sweeping	-	-	10,494	0%
Miscellaneous	1,600	1,750	-	N/A
Total revenue	<u>1,853</u>	<u>1,902,802</u>	<u>2,068,427</u>	92%
EXPENDITURES				
Administration services				
Supervisors	1,534	3,956	9,689	41%
Engineering	1,360	9,345	12,171	77%
Legal	1,780	3,109	14,605	21%
Audit	-	-	7,500	0%
Management	2,840	17,039	34,079	50%
Accounting & payroll	1,136	6,815	13,631	50%
Computer services	341	2,045	4,089	50%
Assessment roll preparation* ¹	573	3,438	6,877	50%
Telephone	64	385	771	50%
Postage & reproduction	223	614	1,095	56%
Printing & binding	333	1,995	3,990	50%
Legal notices and communications	371	773	913	85%
Office supplies	-	822	609	135%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	222	1,061	5,477	19%
Total administration services	<u>10,777</u>	<u>61,350</u>	<u>125,465</u>	49%
Field management				
Other contractual services	2,556	15,335	30,670	50%
Total field management services	<u>2,556</u>	<u>15,335</u>	<u>30,670</u>	50%
Water management				
NPDES program	-	288	2,568	11%
Other contractual services: lakes	11,716	60,523	146,381	41%
Other contractual services: wetlands	-	17,146	30,817	56%
Other contractual service: culverts/drains	1,212	6,297	30,817	20%
Other contractual services: lake health	-	20	5,136	0%
Aquascaping* ¹	-	-	15,408	0%
Capital outlay	-	-	7,704	0%
Repairs and maintenance (aerators)	202	511	7,704	7%
Total water management services	<u>13,130</u>	<u>84,785</u>	<u>246,535</u>	34%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Personnel services	13,561	28,334	-	N/A
Electricity	4,420	21,976	32,456	68%
Contractual services-lightpole	-	2,951	38,947	8%
Total street lighting services	<u>17,981</u>	<u>53,261</u>	<u>71,403</u>	75%
Landscaping				
Supervisor	6,302	27,784	90,065	31%
Personnel	102,403	444,467	892,540	50%
Capital outlay	10,142	43,915	48,684	90%
Fuel	3,699	19,476	20,285	96%
Repairs & maintenance (parts)	4,730	21,975	32,456	68%
Insurance* ¹	-	18,114	13,640	133%
Minor operating equipment	751	8,593	16,228	53%
Horticultural dumpster	6,937	33,227	32,456	102%
Employee uniforms	1,777	10,712	27,588	39%
Chemicals	6,701	32,980	47,061	70%
Flower program* ²	-	46,768	105,482	44%
Mulch program* ²	-	53,091	67,346	79%
Plant replacement program* ²	-	7,092	32,456	22%
Other contractual - tree trimming* ¹	406	1,258	10,272	12%
Other contractual - horticulturalist	-	-	1,623	0%
Other contractual - training	-	299	1,217	25%
Maintenance tracking software	-	2,270	16,228	14%
Unbudgeted contractual services	-	65,898	66,535	99%
Fountain maintenance	445	11,404	8,114	141%
Office operations	1,789	10,271	18,662	55%
Monument maintenance	373	947	12,171	8%
Total landscaping services	<u>146,455</u>	<u>860,541</u>	<u>1,561,109</u>	55%
Roadway services				
Personnel	575	2,570	6,934	37%
Repairs & maintenance - parts	840	1,469	5,136	29%
Insurance	-	1,986	1,541	129%
Total roadway services	<u>1,415</u>	<u>6,025</u>	<u>13,611</u>	44%
Parks & recreation				
Utilities	1,448	5,144	10,080	51%
Operating supplies	368	683	960	71%
Total parks & recreation	<u>1,816</u>	<u>5,827</u>	<u>11,040</u>	53%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Other fees & charges				
Property appraiser	-	-	3,480	0%
Tax collector	-	6,762	5,144	131%
Total other fees & charges	-	6,762	8,624	78%
Total expenditures	194,130	1,093,886	2,068,457	53%
Excess/(deficiency) of revenues over/(under) expenditures	(192,277)	808,916	(30)	
Fund balances - beginning	1,680,314	679,121	727,687	
Fund balances - ending	<u>\$ 1,488,037</u>	<u>\$ 1,488,037</u>	<u>\$ 727,657</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 002 - THE COLONY
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 734,474	\$ 771,352	95%
Interest & miscellaneous	351	2,057	15,000	14%
Total revenues	<u>351</u>	<u>736,531</u>	<u>786,352</u>	94%
EXPENDITURES				
Administrative services				
Accounting & payroll	782	4,690	9,380	50%
Computer services	284	1,706	3,411	50%
Assessment roll preparation* ¹	96	575	1,150	50%
Field management	1,184	7,106	14,211	50%
Other current charges	67	305	-	N/A
Total administrative services	<u>2,413</u>	<u>14,382</u>	<u>28,152</u>	51%
Street lighting services				
Contractual services - light poles* ¹	-	718	5,000	14%
Total street lighting services	<u>-</u>	<u>718</u>	<u>5,000</u>	14%
Landscaping maintenance services				
Personnel services	38,681	170,110	350,000	49%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	-	44	1,500	3%
Other contractual - turf & shrub	7,364	44,183	100,000	44%
Rentals & leases	-	-	20,000	0%
Fuel	-	-	7,500	0%
Repairs & maintenance (parts)	2,110	7,249	12,000	60%
Insurance* ¹	-	3,648	3,000	122%
Horticulture dumpster	1,800	5,400	16,000	34%
Miscellaneous equipment	-	-	2,500	0%
Chemicals	57	1,822	2,500	73%
Flower program* ²	13,929	41,886	70,000	60%
Mulch program* ²	-	25,672	40,000	64%
Plant replacement program* ²	-	3,500	40,000	9%
Other contractual - tree trimming* ²	3,355	4,730	12,000	39%
Monument maintenance	-	-	3,000	0%
Total landscaping maintenance services	<u>67,296</u>	<u>308,244</u>	<u>681,500</u>	45%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 002 - THE COLONY
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Fountain services				
Operating supplies	25,348	100,197	140,000	72%
Total fountain services	<u>25,348</u>	<u>100,197</u>	<u>140,000</u>	72%
Total expenditures	<u>95,057</u>	<u>423,541</u>	<u>854,652</u>	50%
Net increase/(decrease) of fund balance	(94,706)	312,990	(68,300)	
Fund balance - beginning	805,012	397,316	404,960	
Fund balance - ending	<u>\$ 710,306</u>	<u>\$ 710,306</u>	<u>\$ 336,660</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICTS
STATEMENT OF NET POSITION
ENTERPRISE FUND 401
MARCH 31, 2024**

	Bayside Improvement Enterprise Fund 401
ASSETS	
Current assets:	
Cash	
Wells Fargo	\$ 269,050
SunTrust	352,238
Bank United ICS	590,000
Bank United MM	10,000
Accounts receivable (customers)	15,910
Due from Bayside general fund 001	67
Due from Bay Creek general fund 101	7
Due from Bay Creek enterprise fund	87,918
WC deposit	104
Total current assets	1,325,294
Noncurrent assets:	
Capital assets	
Property, plant and equipment	1,968,959
Less accumulated depreciation	(1,605,800)
Total capital assets, net of accumulated depreciation	363,159
Total noncurrent assets	363,159
Total assets	1,688,453
LIABILITIES	
Current liabilities:	
Customer deposits	47,930
Total current liabilities	47,930
NET POSITION	
Net investment in capital assets	363,159
Unrestricted	1,277,364
Total net position	\$ 1,640,523

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 232,489	\$ 244,159	95%
Irrigation	44,238	200,120	325,000	62%
Total operating revenues	<u>44,238</u>	<u>432,609</u>	<u>569,159</u>	76%
Operating expenses				
Administrative services				
Supervisors	511	1,319	3,230	41%
Engineering	419	2,879	3,750	77%
Legal	548	958	4,500	21%
Audit	-	-	2,500	0%
Management	1,046	6,273	12,549	50%
Accounting & payroll	350	2,100	4,200	50%
Computer services	105	630	1,260	50%
Utility billing	2,890	17,289	25,125	69%
Telephone	19	117	233	50%
Postage & reproduction	69	189	338	56%
Printing and binding	102	615	1,229	50%
Legal notices and communications	114	238	281	85%
Office supplies	-	253	188	135%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	68	326	1,688	19%
Total administrative services	<u>6,241</u>	<u>36,495</u>	<u>64,416</u>	57%
Field management services				
Other contractual services	788	4,725	9,450	50%
Total field management services	<u>788</u>	<u>4,725</u>	<u>9,450</u>	50%
Water management services				
NPDES program	-	154	1,376	11%
Other contractual services: lakes	6,278	32,435	78,446	41%
Other contractual services: wetlands	-	9,188	16,515	56%
Other contractual services: culverts/drains	650	3,375	16,515	20%
Other contractual services: lake health	-	11	2,753	0%
Aquascaping* ¹	-	-	8,258	0%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	108	274	4,129	7%
Total water management services	<u>7,036</u>	<u>45,437</u>	<u>132,121</u>	34%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	5,505	0%
Total landscape services	-	-	5,505	0%
Roadway services				
Personnel	162	706	3,716	19%
Repairs and maintenance - parts	450	787	2,753	29%
Insurance	21	1,414	2,250	63%
Total irrigation supply services	633	2,907	8,719	33%
Irrigation supply services				
Personnel	3,944	17,477	55,500	31%
Repairs and maintenance - parts	3,649	12,932	18,750	69%
Insurance* ¹	-	12,062	9,375	129%
Surplus RCS Water-Bayside	-	-	75,945	0%
Meter costs	-	4,811	5,625	86%
Other contractual services	563	3,401	6,750	50%
Electricity	5,614	29,181	71,250	41%
Pumps & machinery	3,570	17,281	56,250	31%
Depreciation	3,626	21,756	45,000	48%
Total irrigation supply services	20,966	118,901	344,445	35%
Total operating expenses	35,664	208,465	564,656	37%
Operating income/(loss)	8,574	224,144	4,503	
Nonoperating revenues/(expenses)				
Interest income	63	1,880	375	501%
Miscellaneous income	-	-	45,000	0%
Total nonoperating revenues	63	1,880	45,375	4%
Change in net position	8,637	226,024	49,878	
Total net position - beginning	1,631,886	1,414,499	1,394,140	
Total net position - ending	<u>\$ 1,640,523</u>	<u>\$ 1,640,523</u>	<u>\$ 1,444,018</u>	

*¹ Typically an annual expense.

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	General Fund	Total Governmental Funds
	101	
ASSETS		
Cash		
SunTrust	\$ 343,387	\$ 343,387
FineMark MM	2	2
Bank United ICS	208,510	208,510
Bank United MM	25,000	25,000
Due from other governments - Bayside Improvement		
Bayside general fund 001	28	28
WC deposit	344	344
Total assets	\$ 577,271	\$ 577,271
LIABILITIES & FUND BALANCES		
Liabilities		
Due to other governments - Bayside Improvement		
Bayside - enterprise fund 401	7	7
Due to Bay Creek - enterprise fund 451	9	9
Total liabilities	16	16
Fund balances		
Unassigned	577,255	577,255
Total fund balances	577,255	577,255
Total liabilities and fund balances	\$ 577,271	\$ 577,271

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 452,163	\$ 480,060	94%
Interest	1	999	15,000	7%
Street sweeping	-	-	2,506	0%
Total revenues	<u>1</u>	<u>453,162</u>	<u>497,566</u>	91%
EXPENDITURES				
Administration services				
Supervisors	1,534	3,956	9,689	41%
Engineering	316	2,172	2,829	77%
Legal	414	723	3,395	21%
Audit	-	-	7,500	0%
Management	660	3,961	7,921	50%
Accounting & payroll	264	1,584	3,168	50%
Computer services	79	475	951	50%
Assessment roll preparation* ¹	133	800	1,599	50%
Telephone	15	90	179	50%
Postage & reproduction	52	143	255	56%
Printing & binding	77	464	928	50%
Legal notices and communications	86	180	212	85%
Office supplies	-	191	141	135%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	76	376	1,273	30%
Total administration services	<u>3,706</u>	<u>24,807</u>	<u>49,689</u>	50%
Field management fees				
Other contractual	594	3,564	7,129	50%
Total field management	<u>594</u>	<u>3,564</u>	<u>7,129</u>	50%
Water management				
NPDES program	-	67	597	11%
Other contractual services: lakes	2,723	14,068	34,024	41%
Other contractual services: wetlands	-	3,985	7,163	56%
Other contractual service: culverts/drains	282	1,464	7,163	20%
Other contractual services: lake health	-	5	1,194	0%
Aquascaping* ¹	-	-	3,582	0%
Capital outlay	-	-	1,791	0%
Repairs and maintenance (aerators)	47	119	1,791	7%
Total water management	<u>3,052</u>	<u>19,708</u>	<u>57,305</u>	34%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Personnel services	3,152	6,586	-	N/A
Electricity	1,027	5,108	9,053	56%
Contractual services-lightpole	-	686	7,544	9%
Total street lighting	<u>4,179</u>	<u>12,380</u>	<u>16,597</u>	75%
Landscape services				
Supervisor	1,466	6,461	20,935	31%
Personnel services	23,823	103,409	207,460	50%
Capital outlay	2,357	10,207	11,316	90%
Fuel	860	4,527	4,715	96%
Repairs and maintenance (parts)	1,100	5,108	7,544	68%
Insurance* ¹	-	4,257	3,170	134%
Minor operating equipment	175	1,997	3,772	53%
Horticulture dumpster	1,613	7,723	7,544	102%
Employee uniforms	413	2,490	6,412	39%
Chemicals	1,558	7,666	10,939	70%
Flower program* ²	-	10,870	24,518	44%
Mulch program* ²	-	12,340	15,654	79%
Plant replacement program* ²	-	1,648	7,544	22%
Other contractual - tree trimming* ¹	94	292	2,388	12%
Other contractual - horticulturalist	-	-	377	0%
Other contractual - training	-	69	283	24%
Maintenance tracking software	-	528	3,772	14%
Unbudgeted contractual services	-	15,317	15,465	99%
Fountain maintenance	103	2,651	1,886	141%
Office operations	416	2,387	4,338	55%
Monument maintenance	87	220	2,829	8%
Total landscape services	<u>34,065</u>	<u>200,167</u>	<u>362,861</u>	55%
Roadway services				
Personnel	133	596	1,612	37%
Repairs and maintenance - parts	195	341	1,194	29%
Insurance	-	467	358	130%
Total roadway services	<u>328</u>	<u>1,404</u>	<u>3,164</u>	44%
Parks & recreation				
Utilities	60	214	420	51%
Operating supplies	15	28	40	70%
Total parks and recreation	<u>75</u>	<u>242</u>	<u>460</u>	53%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Other fees & charges				
Property appraiser	-	-	145	0%
Tax collector	-	21	214	10%
Total other fees & charges	<u>-</u>	<u>21</u>	<u>359</u>	6%
Total expenditures	<u>45,999</u>	<u>262,293</u>	<u>497,564</u>	53%
Excess/(deficiency) of revenues over/(under) expenditures	(45,998)	190,869	2	
Fund balances - beginning	623,253	386,386	440,974	
Fund balances - ending	<u>\$ 577,255</u>	<u>\$ 577,255</u>	<u>\$ 440,976</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
STATEMENT OF NET POSITION
ENTERPRISE FUND 451
MARCH 31, 2024**

	Bay Creek Enterprise Fund 451
ASSETS	
Current assets:	
Cash	
SunTrust	\$ 85,744
Bank United ICS	8,000
Bank United MM SunTrust	2,000
Accounts receivable (customers)	9,544
Due from Bayside general fund 001	50
Due from Bay Creek general fund 101	9
WC deposit	35
Total current assets	105,382
Noncurrent assets:	
Capital assets	
Property, plant and equipment	24,570
Irrigation system	596,951
Less accumulated depreciation	(565,403)
Total capital assets, net of accumulated depreciation	56,118
Total noncurrent assets	56,118
Total assets	161,500
LIABILITIES	
Current Liabilities:	
Customer deposits	12,188
Due to Bayside enterprise fund 401	87,918
Total current liabilities	100,106
NET POSITION	
Net investment in capital assets	56,118
Unrestricted	5,276
Total net position	\$ 61,394

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 76,683	\$ 81,386	94%
Irrigation	22,205	89,606	259,000	35%
Total operating revenues	<u>22,205</u>	<u>166,289</u>	<u>340,386</u>	49%
Operating expenses				
Administrative services				
Supervisors	511	1,319	3,230	41%
Engineering	140	960	1,250	77%
Legal	183	319	1,500	21%
Audit	-	-	2,500	0%
Management	349	2,091	4,183	50%
Accounting & payroll	117	700	1,400	50%
Computer services	35	210	420	50%
Utility billing	963	5,763	8,375	69%
Telephone	6	39	78	50%
Postage & reproduction	23	63	113	56%
Printing and binding	34	205	410	50%
Legal notices and communications	38	79	94	84%
Office supplies	-	84	63	133%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	23	107	563	19%
Total administrative services	<u>2,422</u>	<u>15,178</u>	<u>27,408</u>	55%
Field management services				
Other contractual services	263	1,575	3,150	50%
Total field management services	<u>263</u>	<u>1,575</u>	<u>3,150</u>	50%
Water management services				
NPDES program	-	51	459	11%
Other contractual services: lakes	2,093	10,812	26,149	41%
Other contractual services: wetlands	-	3,063	5,505	56%
Other contractual services: culverts/drains	217	1,125	5,505	20%
Other contractual services: lake health	-	4	918	0%
Aquascaping* ¹	-	-	2,753	0%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	36	91	1,376	7%
Total water management services	<u>2,346</u>	<u>15,146</u>	<u>44,041</u>	34%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Landscape services				
Other contractual - tree trimming	-	-	1,835	0%
Total landscape services	<u>-</u>	<u>-</u>	<u>1,835</u>	<u>0%</u>
Roadway services				
Personnel	54	235	1,239	19%
Repairs and maintenance - parts	150	262	918	29%
Insurance	7	471	750	63%
Total irrigation supply services	<u>211</u>	<u>968</u>	<u>2,907</u>	<u>33%</u>
Irrigation supply services				
Personnel	1,316	5,825	18,500	31%
Reclaimed water	-	40,915	75,646	54%
Repairs and maintenance - parts	1,212	4,311	6,250	69%
Insurance* ¹	-	4,021	3,125	129%
Meter costs	-	1,604	1,875	86%
Other contractual services	188	1,134	2,250	50%
Electricity	1,871	9,727	23,750	41%
Pumps & machinery	1,190	5,760	18,750	31%
Depreciation	1,250	7,500	15,000	50%
Total irrigation supply services	<u>7,027</u>	<u>80,797</u>	<u>165,146</u>	<u>49%</u>
Total operating expenses	<u>12,269</u>	<u>113,664</u>	<u>244,487</u>	<u>46%</u>
Operating income/(loss)	9,936	52,625	95,899	
Nonoperating revenues/(expenses)				
Interest income	-	3	125	2%
Miscellaneous income	-	-	10,000	0%
Total nonoperating revenues	<u>-</u>	<u>3</u>	<u>10,125</u>	<u>0%</u>
Change in net position	9,936	52,628	106,024	
Total net position - beginning	51,458	8,766	13,533	
Total net position - ending	<u>\$ 61,394</u>	<u>\$ 61,394</u>	<u>\$ 119,557</u>	

*¹ Typically an annual expense.

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

MINUTES

DRAFT

**MINUTES OF MEETING
BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

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The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held a Joint Regular Meeting on March 25, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public were able to participate via Zoom, at <https://us02web.zoom.us/j/84137772934>, and via conference call at 1-929-205-6099, Meeting ID: 841 3777 2934 for both.

Present for Bayside Improvement CDD:

Walter McCarthy	Chair
Bill Nicholson	Vice Chair
Bernie Cramer	Assistant Secretary
Gail Gravenhorst	Assistant Secretary
Karen Montgomery	Assistant Secretary

Present for Bay Creek CDD:

James Janek	Chair
Robert Travers	Vice Chair
Jerry Addison	Assistant Secretary
Gary Durney	Assistant Secretary
Mary McVay	Assistant Secretary

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel, Bayside Improvement CDD
Dan Cox (via phone/Zoom)	District Counsel, Bay Creek CDD
Frank Savage (via phone/Zoom)	District Engineer
Paul Kemp	Field Manager
Andy Nott	Superior Waterway
Jim Hoppensteadt	Pelican Landing General Manager
Dean Francis	Resident & Longlake Village HOA President
Richard McPhail	Resident
Deb McKenna (via phone/Zoom)	Resident, Bay Cedar Neighborhood Community President & past Activity Amenity Group Chair

Other Residents (in person/via phone/Zoom)

45 **FIRST ORDER OF BUSINESS**

Call to Order/Phone Silent Mode/Pledge of Allegiance

46
47

48 Mr. McCarthy called the meeting to order at 2:00 p.m.

49 The Pledge of Allegiance was recited.

50

51 **SECOND ORDER OF BUSINESS**

Roll Call

52

53 All Supervisors were present for both Bay Creek and Bayside Improvement CDDs.

54 Mr. Cramer introduced Mr. Jim Hoppensteadt, the new Pelican Landing General Manager.

55 Mr. Hoppensteadt stated he is looking forward to working with everyone.

56

57 **THIRD ORDER OF BUSINESS**

Public Comments: Agenda Items

58

59 Resident Dean Francis asked to defer his comments until the Seventh Order of Business.

60 Resident Richard McPhail discussed the new street lights at the main entrance. He shared

61 photographs, noting that the lights were installed 33 yards from his backyard; he thinks they are

62 too close and that no consideration was given to the impact on nearby residents. He was advised

63 that the PLCA owns the property; it was a PLCA project, not a CDD project. Regarding a suggestion

64 to contact the City of Bonita Springs, as it might violate the lighting code, Mr. Hoppensteadt

65 stated a permit is not required, as only low voltage landscape lighting was installed. Mr. Cramer

66 voiced his opinion that all projects should be done for the benefit of the total community. He

67 spoke to Mr. Hoppensteadt about the need for better communication between the two entities.

68

69 **JOINT BUSINESS ITEM(S)**

70 **FOURTH ORDER OF BUSINESS**

Staff Report: District Engineer – Barraco & Associates, Inc.

71

72

73 Mr. Savage reported the following, with regard to the annual National Pollutant Discharge

74 Elimination System (NPDES) Report:

75 ➤ The Department of Environmental Protection (DEP) has not submitted any additional

76 feedback on the annual Cycle 4 Year 6 Report that was submitted in October. The CDDs will not

77 be one of the co-permittees identified as an audit for this current cycle and no further action is

78 required on the previous years' permit.

79 ➤ The DEP has not issued the new permit for Cycle 5; therefore, Staff will continue with
80 Cycle 4 Year 7 of the existing permit cycle.

81 ➤ The surface water management inspections must be completed by the end of April. Data
82 is needed by mid-summer to start preparing the next report, which is due by the end of October.

83 ➤ The annual sluice gate inspections will be completed by May 1, 2024.

84

85 **FIFTH ORDER OF BUSINESS**

**Treatment Report: February 2024 –
Superior Waterway Services, Inc. (Andy
Nott)**

86

87

88

89 Mr. Nott presented the Treatment Report and reported the following:

90 ➤ Overall, the lakes look good.

91 ➤ All aerators were inspected; the work orders will be completed by the end of next week.

92 ➤ Regarding Lake A-16, the second opinion testing report has not been received yet.

93 ➤ Regarding floating debris in Lake B-7 and the fountain not working, these issues will be
94 addressed after the meeting.

95 ➤ Superior cannot perform tadpole removal services.

96 ➤ Regarding the Report missing the Bay Creek section of the lakes, the missing pages of the
97 Report will be emailed to Mrs. Adams to distribute to the Board Members.

98 ➤ Going forward, all the lakes will be surveyed by Mr. Nott the second week of each month,
99 in addition to the technicians.

100 Mr. Nott was asked to enhance the Report and clarify target invasives; for example, Lake
101 A-2, Alligatorweed.

102

103 **SIXTH ORDER OF BUSINESS**

Presentation of Hotwire

104

105 Mr. Cramer stated that he and Mr. Hoppensteadt discussed the PLCA sending a
106 newsletter and integrating the CDD information, instead of utilizing the services of Hot Wire.

107

108 **SEVENTH ORDER OF BUSINESS**

**Update: Valve Installation and isolation
Test**

109

110

111 Mr. Kemp stated that, once it was determined that the water main line travels beyond
112 Longlake Village, he advised the contractor that it was not appropriate to install a filter, as it will
113 affect properties outside the community. Emails to Mr. Adams about this are in the agenda.

114 Resident and Longlake Village HOA President Dean Francis distributed and presented his
 115 letter outlining the HOA’s investment to correct landscape and the irrigation system issues. As
 116 WCI commingled the irrigation systems, he asked for help resolving the issue so Longlake Village
 117 can proceed with the filter project. Mr. Adams will review the project with Mr. Kemp, as the
 118 solution might only require modifying the transmission.

119

120 **EIGHTH ORDER OF BUSINESS**

**Consideration of W.J. Johnson &
 Associates, Engineering Services Letters of
 Engagement for Maintenance and
 Administrative Facility on Coconut Rd.**

121
122
123
124

- 125 **A. Building Pricing**
- 126 **B. Deferred Maintenance Items**
- 127 **C. Zoning LDO- Proposed New Building**

128 Board Members noted deficiencies in all three items and appointed Mr. Nicholson to work
 129 with Mr. Adams and Johnson Engineering to clarify the scope for zoning, the Limited
 130 Development Order (LDO) and other items excluded from the proposals, etc. As to funding and
 131 noting that Bayside CDD owns the building, Mr. Adams stated that the shared cost is 65%/35%.

132 Discussion ensued regarding obtaining quotes to construct the building with steel and
 133 concrete block, including a flat fee with a Fee Schedule in the Agreements and the preference for
 134 a secured building as opposed to a carport.

135

136 **NINTH ORDER OF BUSINESS**

**Consideration of Johnson Engineering, Inc.
 2023 Water Quality Monitoring Report**

137
138

139 Mrs. Adams stated that this was included in error; Mr. Denison will present the Report at
 140 the next meeting. The “Discussion of Water Quality and the Task Force” item that was supposed
 141 to be on this agenda will be on the next agenda.

142

143 **TENTH ORDER OF BUSINESS**

Committee Reports

144

- 145 **A. PLCA Landscape Committee**

146 There was no report.

- 147 **B. Colony Landscape Committee**

148 The Report was included for informational purposes.

149

ELEVENTH ORDER OF BUSINESS

Discussion: Colony Streetlights

151

152 The Colony Lighting Report dated March 25, 2024 was distributed.

153

154

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TWELFTH ORDER OF BUSINESS

Presentation of Monthly Year-End Financial Forecast (under separate cover)

166

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168

169

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 29, 2024

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FOURTEENTH ORDER OF BUSINESS

Approval of February 26, 2024 Joint Regular Meeting Minutes

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On MOTION for Bay Creek by Ms. McVay and seconded by Mr. Janek, with all in favor, the February 26, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

On MOTION for Bayside by Mr. Nicholson and seconded by Ms. Montgomery, with all in favor, the February 26, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

FIFTEENTH ORDER OF BUSINESS

Action/Agenda Items

Page 4, Item 15: For the next meeting, Mr. Adams is creating a PowerPoint depicting ownership based on a 2003 document that he found.

SIXTEENTH ORDER OF BUSINESS

Old Business

Ms. Gravenhorst advised Mr. Hoppensteadt of the Boards’ decision not to take action implementing a cane toad removal plan unless all the communities and the golf course participate. She noted that Southern Trappers finally submitted a proposal. Mrs. Adams stated that she sent both proposals to all parties and to Ms. Montgomery and Mr. Travers; she recalled that they volunteered last year to be liaisons to work with all the entities.

Ms. Montgomery advised Mr. Hoppensteadt that the Bonita Bay HOA’s structure is different and consists of a number of volunteers who highly recommend engaging Southern Trappers. She thinks leadership from the PLCA is needed to help the CDDs get the communities engaged in this project and offered to meet with him.

SEVENTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

I. Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.

Mr. Urbancic and Mr. Cox discussed pending legislation.

II. Daniel Cox, Esq.

Mr. Cox tendered his resignation after serving as District Counsel over 26 years. He will be available to answer questions. Mr. McCarthy thanked Mr. Cox for his service to the Districts.

Mr. Urbancic will submit an engagement letter to serve as District Counsel for Bay Creek CDD.

219 **B. District Manager: Wrathell, Hunt and Associates, LLC**

220 **I. Monthly Status Report: Field Operations**

221 The Monthly Report was included for informational purposes.

222 **II. NEXT MEETING DATE: April 22, 2024 at 2:00 PM**

223 **o QUORUM CHECK**

224 All Supervisors confirmed their attendance at the April 22, 2024 meeting.

225 It was noted that Mr. Nicholson will be absent in May and July. Mr. Montgomery stated
226 she is not available in July and will probably attend the August meeting via telephone.

227

228 **EIGHTEENTH ORDER OF BUSINESS**

Supervisors' Requests

229

230 This item was presented following the Nineteenth Order of Business.

231

232 **NINETEENTH ORDER OF BUSINESS**

Public Comments: Non-Agenda Items

233

234 Resident, Bay Cedar Neighborhood Community President and past Activity Amenity
235 Group Chair Deb McKenna thanked the CDDs and especially Mr. Kemp for all the work he did for
236 both Bay Cedar and the butterfly garden.

237 **▪ Supervisors' Requests**

238 **This item, previously the Eighteenth Order of Business, was presented out of order.**

239 Mr. Cramer asked for PLCA to work with the CDDs so everyone knows what projects are
240 occurring. He thinks that the CDDs are more involved with the PLCA than the other way around.

241 Regarding who is responsible for landscape lighting, Mr. Adams stated the CDDs took on
242 maintenance responsibility. The PLCA engaged Bently Electric to install the lighting.

243 Discussion ensued regarding the Bently contract, warranty terms and whether an on-
244 going maintenance service agreement was executed.

245 Ms. Gravenhorst asked for information about completing the four hours of ethics training
246 requirement. Mr. Adams will resend the information. He noted that the Board Members have
247 until December 31, 2024 to complete the requirements and they will report completion of the
248 requirement when filing Form 1 in 2025.

249

250 **TWENTIETH ORDER OF BUSINESS**

Adjournment

251

252 There being nothing further to discuss, the meeting adjourned at 3:57 p.m.

253 **FOR BAYSIDE IMPROVEMENT:**

254

255

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257 _____

258 Secretary/Assistant Secretary

Chair/Vice Chair

259

260 **FOR BAY CREEK:**

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264 _____

265 Secretary/Assistant Secretary

Chair/Vice Chair

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**ACTION/AGENDA
ITEMS**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – NEW at 03.25.24 MEETING

1. Mr. Nott: Lake B-7 address floating debris in the lake and fountain not working. **ONGOING**
2. Mr. Nott: Send missing pages of Treatment Report to Mrs. Adams to distribute to the BOS and enhance the Report by clarifying target invasives. **COMPLETED after 03.25.24 mtg**
3. Mr. Adams: Work with Mr. Kemp on reviewing the Longlake Village’s valve project. **ONGOING**
4. WHA Office: Include “Discussion of Water Quality and Task Force” as an agenda item. **ONGOING**
5. Mr. Willis & Mr. Kemp: Work together on the Colony light bulb replacement project and painting the light poles. **ONGOING**
6. Accounting: Incorporate the earned interest amount into the Unaudited Financial Statements. **ONGOING**
7. Mr. Adams. Research and advise Mr. Durney information on the \$10,000 assigned to the “Nonoperating revenues/(expenses)-Miscellaneous income” budget line item. **ONGOING**
8. Mr. Urbanic: Include engagement letter to serve as District Counsel for the Bay Creek CDD on the next agenda. **ONGOING**
9. Mr. Adams: Re-email ethics training info to the BOS. **COMPLETED after 03.25.24 mtg**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – CARRY OVER FROM 02.26.24 MEETING

- 1.** Mr. Kemp: Prepare list of resources that can be done for Scope of Space Constraint Project & Scope for Deferred Maintenance, initially and what resources will be needed on an ongoing basis. **ONGOING**

- 2.** Staff: Obtain quote from W.J. Johnson & Assoc. for entire scope of services broken down into three proposals, restoration, space optimization and zoning permit. 03.25.24 Appointed Mr. Nicholson to work with Mr. Adam and Johnson & Associates on scope and new proposals with Fee Schedule. **ONGOING**

- 3.** Mr. Kemp: Obtain proposal to repair pavers once MRI completes work at 24001 Addison Place Court. **ONGOING**

- 4.** Ms. Hughes: Provide Mr. Kemp life span of the PLCA's various plants. **ONGOING**

- 5.** Mr. Adams: Follow-up with Bank United on status of earned interest. **ONGOING**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE /ONGOING – CARRIED OVER OLDER THAN 01.22.24

1. Staff: Work w PLCA on Cane Toad Mitigation strategy involving all parties. **ONGOING**
2. Mr. Adams: Discuss issue of interest owed to Bayside from Bay Creek, due to the \$80,000 irrigation debt, with the Accounting Department. **02.26.24** Research interest owed to Bayside and reason for changes in the current and prior Variance Report **ONGOING**
3. Mr. Nott: Obtain salinity test and address reinstallation of littorals during the rainy season. Lake behind Ms. McVay’s home, Lake D-9. **ONGOING**
4. Mr. Nicholson: Point person w County/ other entities-Space Optimization of Maintenance & Administrative Facility on Coconut Road, in consultation with Staff. **ONGOING**
5. Mr. Adams: Research charging interest if, BI loan to BC is not paid before FY24. **ONGOING**
6. Mr. Kayne: Advise Mr. Barraco to amend DO letter to include add’l language under Stipulation #4. **10.23.23** Mr. Adams: Request status from Mr. Barraco on. **ONGOING**
7. Mr. Adams: Contact Tax Collector’s office to ascertain the number of accounts that have not paid assessments and email to the CDD Boards. **ONGOING**
8. Mr. Adams: Email WCI/PLCA Quit Claim Deed to Mr. Urbancic to review. **ONGOING**
9. Mr. Adams: Update Pg 18 budget description how “Utility billing” is calculated. **ONGOING**
10. Mr. Adams: Prep MOU-residents maintaining behind McPhail & 2 other homes. **ONGOING**
11. Mr. Adams: Create new “Field Operations parts replacement” budget line item for FY2024 & incorporate Mr. Kemp’s figures and cost to install flashing lights on the ATVs. **ONGOING**
12. Mr. Adams: Prep spreadsheet depicting items in General Ledger that the CDDs maintain but another entity owns and send to Ms. Gravenhorst. 03.25.24 Give PowerPoint presentation at the next meeting. **ONGOING**
13. BOS: Notify Mr. Adams if attending non-CDD meetings. **ONGOING**
14. Mr. Adams: Schedule visit with Mr. Zimmerman to see demonstration of new straight trimmer and give suggestions for improvement to the BMPs, if any. **ONGOING**
15. Staff: Revise Interlocal Agmt w/ Village of Estero & negotiate accepting maintenance of section of CDD-owned road outside gate. **ONGOING**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
COMPLETED ITEMS
DATE MOVED TO COMPLETED – RECENT TO OLDEST

1. Mr. Nott: Send the Lake Report and completed Aeration Survey Report to Mrs. Adams. **COMPLETED 03.25.24**
2. Mrs. Adams: Add Mr. Kemp to agenda distribution list. **COMPLETED 03.25.24**
3. MRI: Provide Mrs. Adams a revised proposal for 24001 Addison Place Court project and project schedule for BOS. **COMPLETED 03.25.24**
4. PLCA: Submit a Cane Toad Removal Plan that has an umbrella of the scope of services, before the CDDs will consider the Pesky Varmints proposal. **COMPLETED 03.25.24**
5. Mr. Urbancic: Email ethics training info to Mr. Adams for BOS. **COMPLETED 03.25.24**
6. Mrs. Adams: Include “Discussion of Water Quality and Task Force” as an agenda item. **COMPLETED 03.25.24**
7. Mr. Adams: Invite Ms. Lauren Craig from Hotwire to make presentation at next meeting on broadcasting CDD info. **COMPLETED 03.25.24**
8. Mr. Adams: Provide the Boards information on the inconsistencies in the Financial Reports. **COMPLETED 03.25.24**
9. Staff: Request a proposal from Southern Trappers. **COMPLETED 03.25.24**
10. Staff: Inform Landscape Committee regarding once per week watering restrictions. **COMPLETED 03.25.24**
11. Mr. Nott: Submit revised fountain proposals based on specifications discussed. **COMPLETED 03.25.24**
12. Staff: Request proposal for Burnt Pine Drive lighting. **COMPLETED 03.25.24**
13. Mr. Kemp: Meet with the contractor and request a proposal for Colony light bulb replacement. **COMPLETED 03.25.24**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
COMPLETED ITEMS
DATE MOVED TO COMPLETED – RECENT TO OLDEST

14. Mr. Adams: Staff to assist Long Lake Village with LLV's irrigation & proposal to install whole neighborhood filter. **01.22.24**: Process was started w/ Engineering Staff; progress is at standstill, but search will continue but The Village was constructed in 1994, before construction drawings were digitally preserved. **Duplicate of Entry on Page 1**
15. Mr. Adams: Research why water billing no longer indicates when a penalty for overuse applies. **COMPLETED 03.25.24**
16. Staff: Remove treated vines visible when entering the southern gate, towards The Nest. **COMPLETED 03.25.24**
17. Mr. Adams: Review horticulturist dumpster invoice & bill the PLCA accordingly. **COMPLETED 03.25.24**
18. Mr. Adams: Have Acct reconcile charges applied to "Other contractual-tree trimming" line item that belong to "Unbudgeted contractual services" budget line item. **COMPLETED 03.25.24**
19. Mr. Kayne: Ask M&N for construction schedule. Monitor progress & report it to BOS and Staff. **06.26.23** Mr. Adams: Ask Mr. Barraco for construction schedule. **COMPLETED 03.25.24**
20. Staff: Recreate PLCA / CDD list of "Who Owns What" **COMPLETED 03.25.24**
21. Mr. Urbancic: Ask City for letter that it does not oppose vacation & replacement of drainage easement and that there is no necessity for a replat. **COMPLETED 03.25.24**
22. Mr. Adams: Implement irrigation penalty rates. **COMPLETED 01.22.24**
23. Mr. Willis: Schedule a review of the lakes in January, in order to release the remainder of the held funds payable to SOLitude; funds will be held back for any initial cleanup requirements. **COMPLETED 01.22.24**
24. Mr. Adams: Ask General Manager of The Nest to address the area in front of the clubhouse, between the sidewalk and the roadway, that was damaged when The Nest replanted. **COMPLETED 01.22.24**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
COMPLETED ITEMS
DATE MOVED TO COMPLETED – RECENT TO OLDEST

25. Mr. Puthoff: Ask Grace to e-blast pump schedule to all residents and weekly reminders to all HOA Presidents that this is still an issue. **COMPLETED 01.22.24**
26. Staff: Request a proposal to paint fourth monument by Spring Creek; if CDD does not have funds, Landscape Committee wants to fund the expense. **COMPLETED 01.22.24**
27. Mr. Willis: Pesky Varmints quote for cane toad removal be revisited before toads are active again. This item will be included on the next meeting agenda. **COMPLETED 01.22.24**
28. Mr. Cox: Email letter sent to 3709 Baycreek Drive to District Management. **COMPLETED 01.22.24**
29. Mr. Adams: Prep educational PowerPoint Presentation, invite PLCA Management and all three Boards; advertise workshop for mid-January 2024. **COMPLETED 01.22.24**
30. Mr. Kemp: Provide itemized cost for other PLCA painting projects and notify PLCA of the CDD's decision to proceed with monuments. **COMPLETED 01.22.24**
31. Mr. Willis & Mr. Kemp: Review proposals to paint the three 41 monuments, if correct execute contract in the amount not-to-exceed \$17,000. **COMPLETED 01.22.24**
32. Ms. Hill: Email new product information to treat submersibles to Mrs. Adams. **COMPLETED 12.04.23**
33. Mr. Adams: Meet with Mr. Kemp to review the chart of account budget line items. **COMPLETED 12.04.23**
34. Mr. Adams: Include "Discussion/Consideration to Increase Penalty Rates" on the next agenda. **COMPLETED 12.04.23**
35. Mr. Adams: Contact vendor to repair street light in front of 25121 Bay Cedar Drive. **COMPLETED 12.04.23**
36. Mr. Adams: Advertise the request for proposals for CDD Maintenance and Operations Facility to the Space Optimization Study at first of the year. **COMPLETED 12.04.23**
37. Mr. Adams: Email Mr. Savage executed copy of NPDES Year 6 annual report. **COMPLETED 10.23.23**

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**STAFF
REPORTS
BI**

Ruta Viola

From: Paul Kemp
Sent: Friday, April 12, 2024 2:29 PM
To: Cleo Adams; shane willis; Gianna Denofrio; Daphne Gillyard; Debbie Tudor
Cc: Miguel Solis
Subject: Monthly Reports - 4/12/2024
Attachments: Emergent_20240412.pdf; Application_202403.pdf; Colony_202403.pdf; Landing_202403.pdf; Prop20231016superiorB3newLIGHTS.pdf

Cleo,

Please add the attached proposal from Superior to the agenda. This project was briefly discussed in January's meeting but we did not reach a resolution. The fountain lights in the B3 lake keep burning out and it is time to upgrade them to LEDs. Trouble is, we have almost reached the level of the budget for fountains in The Landing. I want to ask the board to consider funding this project because this is a high profile lake and I get many complaints when the bulbs burn out after several weeks.

Regards,
Paul Kemp
Field Manager
Bayside/Baycreek CDD
pelicanlandingcdds.net

Landscape:

We are back to weekly mowing. Flower beds have been weeded. Large areas of turf have been regraded and replaced at the end of Greenview Drive, in the medians on Pelican's Nest Drive, along with a spot near the Canoe Park on Goldcrest, and an area across from Mystic Ridge. Next areas of turf to be addressed are the Sanctuary medians, the medians on Pennyroyal at the Central Park, and Pelican's Nest Drive outside the gate house. Replacement shrubs will be planted soon along Pelican's Nest Drive abutting The Cottages, and along Southbridge, across from Greenview Drive. In The Colony we trimmed up all the Royal Palms and Coconut Palms. Right now we are working on the long line of Clusias on Spring Creek Drive.

Irrigation:

Although we have measured less than two inches of rain since last report, irrigation water levels remain stable as we have returned to the Phase Two Pumps Schedule.

Phase TWO Pumps Schedule:

Off - Sunday 10am until Tuesday at 6am

Application Landing					
In Progress Jobs					
Name	Crew	Created	Task	Actual	Team
Coconut rd	2	2024-04-10	Hand Weeding	1.84	3.68
Pelican landing	1	2024-04-11	Hand Weeding	1.5	1.5
Monuments	2	2024-04-12	Weeds	0	0
2024-04-10 to 2024-04-12				3.34	5.18
Completed Jobs					
Name	Crew	Created	Task	Actual	Team
Dog stations/ trash	1	2024-03-04	Cleanup	1.56	1.56
Ficus	1	2024-03-04	Application	7.81	7.81
Tennis courts	1	2024-02-26	Weeds	10.32	10.32
Ficus	2	2024-03-05	Application	47.76	95.52
Turf center medians	1	2024-03-07	Application	8.59	8.59
Sweeping	1	2024-03-07	Cleanup	12.81	12.81
Dog stations/ trash	1	2024-03-11	Cleanup	1.71	1.71
Community center	1	2024-03-05	Hand Weeding	11.91	11.91
Canoe park area	1	2024-03-13	Application	6.25	6.25
Dog stations/ trash	1	2024-03-13	Cleanup	0.72	0.72
Non selective	1	2024-03-11	Application	0	0
Selective	1	2024-03-14	Application	0	0
Sweeping	1	2024-03-11	Cleanup	16.38	16.38
Pennyroyal dr	1	2024-03-12	Weeds	2.05	2.05
Pelican landing	1	2024-03-15	Hand Weeding	1.19	1.19
Dog stations/trash	1	2024-03-18	Cleanup	1.67	1.67
Silver thorns	1	2024-03-14	Application	6.59	6.59
Pennyroyal berm	2	2024-03-15	Application	0	0

Pelican landing//the colony	1	2024-03-19	Annuals	0	0
Gold crest dr	1	2024-03-18	Weeds	11.3	11.3
Burnt pine dr	1	2024-03-19	Weeds	1.63	1.63
Pelican landing palms	1	2024-03-19	Application	9.88	9.88
South bridge	1	2024-03-19	Hand Weeding	9.53	9.53
Dog stations/trash	1	2024-03-20	Cleanup	0.96	0.96
Sweeping	1	2024-03-21	Cleanup	8.45	8.45
Bougainvilleas	2	2024-03-20	Application	5.47	10.94
Pelican leanding	1	2024-03-22	Hand Weeding	2.81	2.81
Dog stations/trash	1	2024-03-25	Cleanup	1.92	1.92
Pine water dr circle	1	2024-03-25	Hand Weeding	3.1	3.1
Pelican nest dr	1	2024-03-13	Weeds	14.18	14.18
Dog stations/ trash	1	2024-03-27	Cleanup	0.86	0.86
Annuals	1	2024-03-25	Annuals	0	0
The colony	1	2024-03-19	Irrigation	0	0
Sweeping	1	2024-03-27	Cleanup	12.68	12.68
Dog stations	1	2024-04-01	Cleanup	1.59	1.59
Bougainvilleas	1	2024-03-28	Application	101.44	101.44
Turf	1	2024-04-01	Application	0	0
Green view dr	1	2024-04-01	Hand Weeding	16.75	16.75
Pelican landing	2	2024-04-03	Hand Weeding	6.56	13.12
Dog stations/trash	1	2024-04-01	Cleanup	1.14	1.14
Turf	1	2024-04-02	Application	0	0
The colony kayak park	1	2024-04-04	Application	1.68	1.68
Colony beach area	2	2024-04-05	Application	2.8	5.6
Crack and crevice	1	2024-04-04	Application	11.99	11.99
Sweeping	1	2024-04-03	Cleanup	8.91	8.91
Dog stations	2	2024-04-09	Cleanup	1.19	2.38
Pelican nest dr	2	2024-04-09	Weeds	1.08	2.16
Us 41	2	2024-04-09	Hand Weeding	7.85	15.7

Waterside dr	2	2024-04-10	Hand Weeding	0.03	0.06
Dog stations/ trash	1	2024-04-11	Cleanup	1.77	1.77
Sweeping	1	2024-04-11	Cleanup	1.88	1.88
Spring creek rd	2	2024-04-05	Application	0	0
Pelican landing Flowers	1	2024-04-11	Annuals	0	0
Monuments	2	2024-04-02	Application	5.06	10.12
2024-02-26 to 2024-04-11				391.81	469.61

Updates			
Item Name	User	Created At	Update Content
Tennis courts	Clara Alonso	26/February/2024 09:53:15 AM	Non selective
Pennyroyal berm	Jorge Montoya	28/February/2024 02:45:29 PM	Spraying foliage
Ficus	Jorge Montoya	04/March/2024 08:03:08 AM	Baycedar whitefly systemic insecticide and iron
Ficus	Jorge Montoya	04/March/2024 03:53:16 PM	Greenview dr whitefly spraying systemic insecticide and iron
Community center	Clara Alonso	05/March/2024 10:30:20 AM	Non selective
Turf center medians	Jorge Montoya	07/March/2024 07:09:16 AM	Fungicide and insecticide iron
Non selective	Jorge Montoya	11/March/2024 08:26:01 AM	Pelican colony Blvd
Pennyroyal dr	Clara Alonso	12/March/2024 07:42:40 AM	Non selective
Canoe park area	Clara Alonso	13/March/2024 07:44:13 AM	Non selective
Pelican nest dr	Clara Alonso	13/March/2024 02:03:14 PM	Non selective
Selective	Jorge Montoya	14/March/2024 07:11:15 AM	Selective in Jasmine
Silver thorns	Jorge Montoya	14/March/2024 09:15:16 AM	Fungicide and insecticide iron
Silver thorns	Jorge Montoya	14/March/2024 10:09:11 AM	Gold crest-Baycedar
Gold crest dr	Clara Alonso	18/March/2024 09:47:26 AM	Non selective
Pelican landing//the colony	Jorge Montoya	19/March/2024 08:00:16 AM	Snail bait and fertilizer
Pelican landing palms	Jorge Montoya	19/March/2024 08:03:33 AM	Palms ,excluding sabels and coconut
The colony	Jorge Montoya	19/March/2024 10:23:01 AM	Please check sprinklers bed half dry, thanks
Burnt pine dr	Clara Alonso	19/March/2024 12:39:12 PM	Non selective
South bridge	Clara Alonso	19/March/2024 02:25:25 PM	Non selective
Bougainvilleas	Jorge Montoya	20/March/2024 09:11:35 AM	8-2-12

Annuals	Jorge Montoya	22/March/2024 08:37:28 AM	Pelican landing and the colony, insecticide and fungicide
Pine water dr circle	Clara Alonso	25/March/2024 09:34:52 AM	Non selective
Bougainvilleas	Jorge Montoya	28/March/2024 10:28:50 AM	Insecticide and liquid fertilizer
Green view dr	Jorge Montoya	02/April/2024 08:53:46 AM	Insecticide systemic for chinch bugs
Turf	Jorge Montoya	01/April/2024 03:56:29 PM	Insecticide systemic for chinch bugs
Turf	Jorge Montoya	01/April/2024 03:57:36 PM	Greenveiw,Pinewater pelican
Turf	Jorge Montoya	02/April/2024 08:54:04 AM	Walden dr berm
Monuments	Clara Alonso	11/April/2024 10:54:30 AM	Hand weeding
Pelican landing	Clara Alonso	03/April/2024 09:49:41 AM	Suckers
Crack and crevice	Jorge Montoya	04/April/2024 07:12:29 AM	Non selective
The colony kayak park	Jorge Montoya	04/April/2024 07:56:04 AM	Ant bait
Colony beach area	Jorge Montoya	05/April/2024 07:41:10 AM	Non selective
Spring creek rd	Clara Alonso	05/April/2024 07:50:26 AM	Non selective
Us 41	Clara Alonso	09/April/2024 07:23:11 AM	Non selective
Pelican nest dr	Clara Alonso	09/April/2024 02:46:22 PM	Non selective
Coconut rd	Clara Alonso	10/April/2024 08:55:59 AM	Non selective
Waterside dr	Clara Alonso	10/April/2024 10:47:56 AM	Non selective
Pelican landing	Clara Alonso	11/April/2024 09:23:39 AM	Suckers
Pelican landing Flowers	Jorge Montoya	11/April/2024 02:16:11 PM	14-14-14 fertilizer and snail bait
Monuments	Clara Alonso	12/April/2024 07:25:44 AM	Non selective

Colony Operations

In Progress Jobs

Name	Created	Task	Crew	Actual	Team
Application non-selective	2024-04-01	Application	1	35.69	35.69
Spring Creek rd	2024-04-02	Trimming	6	43.56	261.36
Trimming	2024-04-12	Trimming	6	0	0
2024-04-01 to 2024-04-12			13	79.25	297.05

Completed Jobs

Name	Created	Task	Crew	Actual	Team
Mowing Bermuda	2024-03-04	Mowing	6	8.94	53.64
Mowing Bermuda	2024-03-11	Mowing	6	7.79	46.74
Mowing St. Augustine	2024-03-12	Mowing	6	7.42	44.52
Mowing Bermuda	2024-03-18	Mowing	6	7.94	47.64
Trimming royal palm	2024-03-05	Trimming	2	41.27	82.54
Trimming Coconut Palm Tree	2024-03-14	Trimming	6	24.32	145.92
Cleanup debris	2024-03-18	Cleanup	1	7.45	7.45
Mowing Bermuda	2024-03-25	Mowing	5	8.04	40.2
Mowing St. Augustine	2024-03-26	Mowing	6	6.42	38.52
Application	2024-03-18	Application	1	24.05	24.05
Cleanup debris	2024-03-25	Cleanup	1	4.7	4.7
Application non-selective	2024-03-25	Application	1	31.33	31.33
Mowing Bermuda	2024-03-25	Mowing	6	8.28	49.68
Trimming coconut Road	2024-03-29	Trimming	6	8.93	53.58
Cleanup debris	2024-04-01	Cleanup	1	2.88	2.88
Mowing Bermuda	2024-04-08	Mowing	6	8.87	53.22
Annuals	4/3/24	annuals	1	20.31	20.31
Mowing St Augustine	2024-04-09	Mowing	6	6.13	36.78
Cleanup Debris	2024-04-08	Cleanup	1	3.29	3.29
2024-03-04 to 2024-04-09			74	238.36	786.99

Updates			
Item Name	User	Created At	Update Content
Trimming royal palm	Pedro Vargas	05/March/2024 04:10:06 PM	52
Trimming royal palm	Pedro Vargas	06/March/2024 04:01:33 PM	47
Trimming royal palm	Pedro Vargas	07/March/2024 03:58:10 PM	70
Trimming royal palm	Pedro Vargas	08/March/2024 10:29:33 AM	30
Trimming royal palm	Pedro Vargas	12/March/2024 03:59:13 PM	16
Trimming royal palm	Pedro Vargas	13/March/2024 03:59:31 PM	61
Trimming Coconut Palm Tree	Pedro Vargas	14/March/2024 03:52:25 PM	37
Trimming Coconut Palm Tree	Pedro Vargas	15/March/2024 10:29:44 AM	13
Trimming Coconut Palm Tree	Pedro Vargas	19/March/2024 03:57:04 PM	50
Trimming Coconut Palm Tree	Pedro Vargas	20/March/2024 10:36:27 AM	14
Application	Miguel Solis	18/March/2024 08:38:26 AM	Non-selective
Spring Creek rd	Miguel Solis	03/April/2024 07:17:32 AM	Trimming
Annuals	Miguel Solis	03/April/2024 04:16:14 PM	Weeding flower beds
Trimming	Paul Kemp	12/April/2024 09:56:32 AM	Coconut Gate

Emergent					
In Progress Requests					
Name	Info	Type	Assign	Vendor	Days Since
24001 Addison Place Ct	The roadway is sinking in front of the drainage on the street as per the phone call. HOA reported that it is becoming deeper.	Storm Drains	Vendor	MRI	162
25060 Banbridge	Privacy hedge along Nest Drive sidewalk needs to be replaced.	Landscape	The Landing	N/A	302
Bellagio	Center median monument light is out.	Lighting	Vendor	Bentley	44
Colony north gate	Streetlight out near exit gate	Lighting	Vendor	Bentley	40
Bellagio fountain	Submersible light is out on entry side	Lighting	Vendor	Bentley	40
3460 Cedar Lake Ct	Delivery truck backed into bushes at the end of the road.	Landscape	The Landing	N/A	25
24704 HOLLYBRIER	METER CLOGGED PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	2
Completed Requests					
Name	Info	Type	Assign	Vendor	Days Since
3611 SANCTUARY	CLEAN METER. PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	9
23914 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE COMPLETED	Irrigation	Irrigation	N/A	10
23878 SANCTUARY	NO PRESSURE PLEASE CLEAN METER AND ADVISE ONCE COMPLETE	Irrigation	Irrigation	N/A	9
3601 SANCTUARY	METER CLOGGED PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	8
BEDDING ACROSS FROM 23956 SANCTUARY	NO PRESSURE PLEASE CLEAN AND ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	9

ENTRANCE OF SANCTUARY	THERE IS LOW PRESSURE AT THE ENTRANCE OF SANTUARY PLEASE ADVISE ONCE REVISED.	Irrigation	Irrigation	N/A	11
23738 SANCTUARY	NO PRESSURE PLEASE CLEAN AND ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	9
3771 Catbrier Ct	Please clean water pump filter at residence. Currently, no water.	Irrigation	Irrigation	N/A	3
23806 SANCTUARY	METER CLOGGED, PLEASE CLEAN AND ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	2
Pelican Landing Community Center	All of the lights in the parking lot of the community center were not on.	Lighting	Vendor	Bentley	13
Candleberry ct.	At the corner of Pennyroyal and Candleberry ct. The street light is out. Resident stated it was intermittent. And will turn on occasionally.	Lighting	Vendor	Bentley	19
3501 candleberry ct., bonita springs, FL	the light at the corner of Candleberry Ct. and Pennyroyal is out. It has been for about 3 weeks. Please fix.	Lighting	Vendor	Bentley	23
3531 Fiddlehead Ct	At the end of the Fiddlehead court. (Past the home) there is a failing streetlight. It's very dim and flickers	Lighting	Vendor	Bentley	26
Shop Light	One light out on the east side of the building, above the electrical panel.	Lighting	Vendor	Bentley	29
24520 Black Rush	Streetlight is out.	Lighting	Vendor	Bentley	32

Updates			
Item Name	User	Created At	Update Content
25060 Banbridge	Paul Kemp	16/June/2023 01:06:18 PM	Privacy hedge along Nest Drive sidewalk needs to be replaced.
24001 Addison Place Ct	Paul Kemp	17/November/2023 08:30:09 AM	Proposal recieved.
24001 Addison Place Ct	Paul Kemp	28/February/2024 08:08:46 AM	Board approved relining proposal.
24001 Addison Place Ct	Paul Kemp	25/March/2024 10:49:37 AM	Scheduled for April 1st.
24520 Black Rush	Automations	13/March/2024 10:52:51 AM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Wednesday, March 13 2024, 10:52:50 UTC</p> <p>24520 Black Rush</p> <p>Good morning,</p> <p>Streetlight is out.</p> <p>Thanks, Paul Kemp</p>
Shop Light	Automations	15/March/2024 02:33:01 PM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Friday, March 15 2024, 2:33:01 UTC</p> <p>Shop Light</p> <p>Good morning,</p> <p>One light out on the east side of the building, above the electrical panel.</p> <p>Thanks, Paul Kemp</p>
Shop Light	Automations	12/April/2024 05:14:07 PM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: pkemp@whhassociates.com Sent At: Friday, April 12th 2024, 5:14:07 UTC</p> <p>Online Service Request for Shop Light Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

<p>3531 Fiddlehead Ct</p>	<p>Automations</p>	<p>19/March/2024 11:45:24 AM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Tuesday, March 19th 2024, 11:45:24 UTC</p> <p>3531 Fiddlehead Ct</p> <p>Good morning,</p> <p>At the end of the Fiddlehead court. (Past the home) there is a failing streetlight. It's very dim and flickers</p> <p>Thanks, Paul Kemp</p>
<p>3531 Fiddlehead Ct</p>	<p>Paul Kemp</p>	<p>19/March/2024 07:46:28 AM</p>	<p>3531 Fiddlehead Ct</p> <p>Thank you for the report. We will get the streetlight fixed.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p>
<p>3531 Fiddlehead Ct</p>	<p>Automations</p>	<p>12/April/2024 05:13:54 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: barcodes@pelicanlanding.com Sent At: Friday, April 12th 2024, 5:13:53 UTC</p> <p>Online Service Request for 3531 Fiddlehead Ct Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

<p>3501 candleberry ct., bonita springs, FL</p>	<p>Automa tions</p>	<p>22/March/2024 11:25:46 AM</p>	<p>Outgoing Email From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Friday, March 22 2024, 11:25:46 UTC 3501 candleberry ct., bonita springs, FL Good morning, the light at the corner of Candleberry Ct. and Pennyroyal is out. It has been for about 3 weeks. Please fix. Thanks, Paul Kemp</p>
<p>3501 candleberry ct., bonita springs, FL</p>	<p>Paul Kemp</p>	<p>22/March/2024 08:30:46 AM</p>	<p>3501 candleberry ct., bonita springs, FL Hello, Thank you for the report. We will get the streetlight fixed. Paul Kemp Field Manager Bayside/Baycreek CDD baysidecdd@icloud.com Please "reply all" when responding.</p>
<p>3501 candleberry ct., bonita springs, FL</p>	<p>Automa tions</p>	<p>12/April/2024 05:13:29 PM</p>	<p>Outgoing Email From: baysidecdd@gmail.com To: bobsinger1@icloud.com Sent At: Friday, April 12th 2024, 5:13:29 UTC Online Service Request for 3501 candleberry ct., bonita springs, FL Completed Hello, Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

Candleberry ct.	Automa tions	26/March/2024 10:42:42 AM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Tuesday, March 26th 2024, 10:42:41 UTC</p> <p>Candleberry ct.</p> <p>Good morning,</p> <p>At the corner of Pennyroyal and Candleberry ct. The street light is out. Resident stated it was intermittent. And will turn on occasionally.</p> <p>Thanks, Paul Kemp</p>
Candleberry ct.	Automa tions	12/April/2024 05:13:08 PM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: barcodes@pelicanlanding.com Sent At: Friday, April 12th 2024, 5:13:07 UTC</p> <p>Online Service Request for Candleberry ct. Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
Pelican Landing Community Center	Automa tions	01/April/2024 10:24:29 AM	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: arendon@bentleyelectric.com Sent At: Monday, April 1 2024, 10:24:28 UTC</p> <p>Pelican Landing Community Center</p> <p>Good morning,</p> <p>All of the lights in the parking lot of the community center were not on.</p> <p>Thanks, Paul Kemp</p>

<p>Pelican Landing Community Center</p>	<p>Automations</p>	<p>12/April/2024 05:12:39 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: barcodes@pelicanlanding.com Sent At: Friday, April 12th 2024, 5:12:38 UTC</p> <p>Online Service Request for Pelican Landing Community Center Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>ENTRANCE OF SANCTUARY</p>	<p>Automations</p>	<p>11/April/2024 11:40:11 AM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Thursday, April 11th 2024, 11:40:11 UTC</p> <p>Online Service Request for ENTRANCE OF SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>23914 SANCTUARY</p>	<p>Automations</p>	<p>05/April/2024 12:25:19 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Friday, April 5th 2024, 12:25:19 UTC</p> <p>Online Service Request for 23914 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

<p>3611 SANCTUARY</p>	<p>Automa tions</p>	<p>04/April/2024 07:43:41 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Thursday, April 4th 2024, 7:43:40 UTC</p> <p>Online Service Request for 3611 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>BEDDING ACROSS FROM 23956 SANCTUARY</p>	<p>Paul Kemp</p>	<p>05/April/2024 06:42:53 AM</p>	<p>BEDDING ACROSS FROM 23956 SANCTUARY</p> <p>Lillie, I need a better description, please. Is this the cul-de-sac at the end of the road? Please advise.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>
<p>BEDDING ACROSS FROM 23956 SANCTUARY</p>	<p>Paul Kemp</p>	<p>05/April/2024 08:41:15 AM</p>	<p>BEDDING ACROSS FROM 23956 SANCTUARY</p> <p>Okay, thanks.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p>

<p>BEDDING ACROSS FROM 23956 SANCTUARY</p>	<p>Automa tions</p>	<p>10/April/2024 12:21:35 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Wednesday, April 10th 2024, 12:21:35 UTC</p> <p>Online Service Request for BEDDING ACROSS FROM 23956 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>23738 SANCTUARY</p>	<p>Automa tions</p>	<p>11/April/2024 02:02:18 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Thursday, April 11th 2024, 2:02:17 UTC</p> <p>Online Service Request for 23738 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>23878 SANCTUARY</p>	<p>Automa tions</p>	<p>05/April/2024 12:53:07 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Friday, April 5th 2024, 12:53:07 UTC</p> <p>Online Service Request for 23878 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

<p>3601 SANCTUARY</p>	<p>Automations</p>	<p>05/April/2024 01:45:17 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Friday, April 5th 2024, 1:45:17 UTC</p> <p>Online Service Request for 3601 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
<p>3771 Catbrier Ct</p>	<p>Paul Kemp</p>	<p>10/April/2024 12:45:32 PM</p>	<p>3771 Catbrier Ct</p> <p>Hello,</p> <p>We have added your meter to the schedule for a flow check.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>
<p>3771 Catbrier Ct</p>	<p>Automations</p>	<p>11/April/2024 03:00:07 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: jmcclain@e-agentalliance.com Sent At: Thursday, April 11th 2024, 3:00:07 UTC</p> <p>Online Service Request for 3771 Catbrier Ct Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>

<p>23806 SANCTUARY</p>	<p>Automa tions</p>	<p>12/April/2024 12:23:19 PM</p>	<p>Outgoing Email</p> <p>From: baysidecdd@gmail.com To: ASSISTANT@AGRISCAPELAWN.COM Sent At: Friday, April 12th 2024, 12:23:19 UTC</p> <p>Online Service Request for 23806 SANCTUARY Completed</p> <p>Hello,</p> <p>Your request submitted to the District's website has been completed. Thank you for using the Online Service Request Form.</p>
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Landing Production					
Upcoming Jobs					
Name	Crew	Team	Created	Actual	Team
3460 Cedar Lake Ct	3	Casco	2024-03-19	0	0
Parkway gate house	2	Angelina	2024-04-03	0	0
Bay Creek Fishing Docks	4	Rolando	2024-04-04	0	0
grasses in spring creek circle	4	Casco	2024-04-04	0	0
2024-03-19 to 2024-04-04				0	0
In Progress Jobs					
Name	Crew	Team	Created	Actual	Team
Greenview trimming	2	Valery	2024-04-01	62.83	125.66
Peppermill berm	2	Angelina	2024-04-01	57.6	115.2
41 South	4	Casco	2024-04-11	8.55	34.2
Central Park fountain, Cleanup	2	Bitia	2024-04-12	0	0
Ascot	4	Rolando	2024-03-29	6.99	27.96
spring creek circle	4	Rolando	2024-04-04	0	0
Creekside Crossing	4	Casco	2024-04-10	0	0
2024-03-29 to 2024-04-12				135.97	303.02
Completed Jobs					
Name	Crew	Team	Created	Actual	Team
Central Park fountain, Cleanup	2	Bitia	2024-03-01	69.96	139.92
Capri sight lines	2	Valery	2024-02-28	0	0
Coconut Rd trimming	2	Angelina	2024-02-28	30.87	61.74
Jasmine	2	Valery	2024-02-28	28.8	57.6
Pennyroyal Circles, Weeding	2	Bitia	2024-02-28	24.4	48.8

Bay Creek	3	Rolando	2024-03-06	5.5	16.5
Jasmines	4	Casco	2024-02-26	57.56	230.24
Central Park fountain, Weeding	2	Bitia	2024-03-06	11.77	23.54
Central Park fountain, Cleanup	2	Bitia	2024-03-08	1.69	3.38
Candleberry Court	4	Casco	2024-03-04	3.08	12.32
Mowing	2	Bitia	2024-03-11	17.73	35.46
Mowing	4	Casco	2024-03-11	21.68	86.72
Mowing	4	Rolando	2024-03-11	18.36	73.44
Central Park	2	Bitia	2024-03-14	7.49	14.98
Pennyroyal berm	2	Angelina	2024-03-05	69.86	139.72
Central Park Fountain, Cleanup	2	Bitia	2024-03-15	1.3	2.6
Sanctuary Medians	2	Bitia	2024-03-14	7.08	14.16
Bay Cedar	4	Rolando	2024-03-06	7.49	29.96
Greenview	4	Casco	2024-03-15	20.49	81.96
Crotons	2	Bitia	2024-03-14	13.44	26.88
Costa del sol	4	Casco	2024-03-19	19.73	78.92
Greenview Drive	4	Rolando	2024-03-20	18.4	73.6
Community Center	4	Rolando	2024-03-20	3.95	15.8
Central Park Utility Hole	4	Rolando	2024-03-19	3.94	15.76
Mowing	2	Bitia	2024-03-25	17.51	35.02
Mowing	4	Rolando	2024-03-25	27.58	110.32
Mowing	4	Casco	2024-03-25	27.58	110.32
Greenview	2	Valery	2024-03-26	18.32	36.64
Central Park fountain, Cleanup	2	Bitia	2024-03-29	1.44	2.88
Parkway	2	Angelina	2024-03-15	81.96	163.92
Pelican Nest	2	Valery	2024-03-06	128.97	257.94
Black Rush trimming	2	Angelina	2024-04-01	2.62	5.24
Mowing	2	Bitia	2024-04-01	12.93	25.86
Mowing	4	Casco	2024-04-01	17.29	69.16
Trimming Bougainvillea, route	2	Bitia	2024-03-20	36.63	73.26

Mowing	4	Rolando	2024-04-01	21.03	84.12
Annuals	2	Valery	2024-04-03	3.5	7
Pelican nest	4	Casco	3/28/24	13.01	52.04
Palm Colony Sight Lines	2	Angelina	2024-03-19	2.39	4.78
Annuals	2	Bitia	2024-04-03	9.3	18.6
Sanctuary Medians	2	Bitia	2024-04-03	5.66	11.32
Annuals	2	Angelina	2024-04-03	11.75	23.5
Tennis center	4	Casco	2024-03-14	15.12	60.48
Central Park fountain, cleanup	2	Bitia	2024-04-05	1.46	2.92
Pelican Colony median	4	Casco	2024-04-03	14.28	57.12
Trimming Croton plants	2	Bitia	2024-04-04	6.52	13.04
Central Park	4	Casco	2024-03-06	4.95	19.8
Bay Crest Clusia	1	Valery	2024-04-08	3.34	3.34
Pelican nest	4	Rolando	3/28/24	35.12	140.48
Peppermill circles	2	Bitia	2024-04-08	10.45	20.9
Glenwater Circle	2	Bitia	2024-04-09	3.72	7.44
Sanctuary Medians	2	Bitia	2024-04-10	7.01	14.02
Goldcrest	4	Casco	2024-04-09	11.43	45.72
Goldcrest	4	Rolando	2024-04-09	14.27	57.08
Central Park	2	Bitia	2024-04-11	6.37	12.74
Pennyroyal Circles	2	Bitia	2024-04-11	2.97	5.94
2024-02-26 to 2024-04-11				1041.05	2836.94

Updates			
Item Name	User	Created At	Update Content
Capri sight lines	Paul Kemp	28/February/2024 01:43:58 PM	Resident called about sight lines entering Goldcrest Drive at both ends.
Capri sight lines	Paul Kemp	04/March/2024 07:35:56 AM	After touring the area, I don't really see an issue...
Candleberry Court	Paul Kemp	04/March/2024 07:34:05 AM	The juniper shrubs at the end of the cul- de- sac are brown & dying. These shrubs are directly adjacent to our home at 3530 Candleberry Court. We request these shrubs be removed. - from Emergent Board
Pennyroyal berm	Miguel Solis	05/March/2024 03:56:43 PM	Trimming arboricola
Central Park	Paul Kemp	06/March/2024 08:34:02 AM	These Arbicolos and Awabukis are ready for a trim.
Pelican Nest	Miguel Solis	06/March/2024 10:11:41 AM	Trimming
Bay Cedar	Miguel Solis	06/March/2024 11:31:31 AM	Removing dead pine trees
Bay Creek	Miguel Solis	06/March/2024 11:32:26 AM	Removing dead pine tree
Central Park	Bitia Lily	14/March/2024 07:27:15 AM	Trimming Bougainvillea, Palmettos
Crotons	Jorge Montoya	14/March/2024 07:50:33 AM	Schedule for pruning 8" to 10" to start. Spring time is best should help plant get bushier. @ @ @ Paul Kemp
Sanctuary Medians	Bitia Lily	14/March/2024 02:57:13 PM	Trimming Bougainvillea, Palmettos
Parkway	Miguel Solis	15/March/2024 08:35:00 AM	Trimming
Greenview	Miguel Solis	15/March/2024 07:54:51 AM	Trimming. Cleanup
Costa del sol	Miguel Solis	19/March/2024 07:31:10 AM	Cleaning up
3460 Cedar Lake Ct	Paul Kemp	19/March/2024 09:10:29 AM	Delivery truck backes into bushes at the end of the road. Might need replacement.
Palm Colony Sight Lines	Paul Kemp	19/March/2024 09:15:03 AM	Might need to trim a little closer near the intersections of Ivory Cane.
Central Park Utility Hole	Paul Kemp	19/March/2024 02:46:21 PM	Please break up the old cable box and fill the hole in with dirt. We can put some sod on top next week when Glenn comes out.
Community Center	Paul Kemp	20/March/2024 08:11:33 AM	Let's take Rolando there and have him visit each bougainvillea tree and silver buttonwood tree to make sure they're all standing straight and tall. Maybe also lightly trim some of them.

Greenview	Miguel Solis	26/March/2024 07:07:54 AM	Cleanup the sidewalk
Pelican nest	Miguel Solis	03/April/2024 07:12:55 AM	Removing the grass, and preparing for the new grass
Pelican nest	Miguel Solis	03/April/2024 07:13:26 AM	Removing the grass, and preparing for the new grass
Ascot	Paul Kemp	29/March/2024 08:39:35 AM	Please clean up the vines encroaching on the trees.
Peppermill berm	Miguel Solis	01/April/2024 10:22:49 AM	Trimming
Sanctuary Medians	Bitia Lily	03/April/2024 06:59:58 AM	Trimming
Pelican Colony median	Miguel Solis	03/April/2024 07:15:26 AM	Removing the grass, and preparing for the new grass
Parkway gate house	Paul Kemp	03/April/2024 08:12:55 AM	Please trim the Podocarpus to a level just below the rocks on the wall.
Annuals	Miguel Solis	03/April/2024 04:14:46 PM	Weeding flower beds
Annuals	Miguel Solis	03/April/2024 04:15:16 PM	Weeding flower beds
Annuals	Miguel Solis	03/April/2024 04:15:34 PM	Weeding flower beds
spring creek circle	Paul Kemp	04/April/2024 07:50:32 AM	Please tidy up these plants.
Bay Creek Fishing Docks	Paul Kemp	04/April/2024 07:56:52 AM	This area needs a trim.
grasses in spring creek circle	Paul Kemp	04/April/2024 09:28:19 AM	Need to be trimmed before we spray for weeds.
Peppermill circles	Paul Kemp	08/April/2024 08:25:42 AM	Are ready for a trim, please.
Bay Crest Clusia	Paul Kemp	08/April/2024 11:03:23 AM	Please lower the height of the Clusia near the sidewalk. This is a sight-line concern for residents exiting the community and golfers traveling on the sidewalk.
Glenwater Circle	Bitia Lily	09/April/2024 01:37:18 PM	Trimming
Sanctuary Medians	Bitia Lily	10/April/2024 08:52:46 AM	Trimming Bougainvillea
Creekside Crossing	Paul Kemp	10/April/2024 01:10:17 PM	There is some trimming to be done east of the entry. Lets meet there to discuss.
Central Park	Bitia Lily	11/April/2024 07:26:36 AM	Trimming Bougainvillea
41 South	Miguel Solis	11/April/2024 07:47:28 AM	Trimming bougainvillea
Pennyroyal Circles	Bitia Lily	11/April/2024 01:50:48 PM	Trimming Railroad Vine Flower

**BAYSIDE IMPROVEMENT
AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS**

**STAFF
REPORTS
BII**

**BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT
AND
BAY CREEK COMMUNITY DEVELOPMENT DISTRICT**

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 JOINT MEETING SCHEDULE

LOCATION

Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 23, 2023	Regular Meeting	2:00 PM
December 4, 2023*	Regular Meeting	2:00 PM
January 22, 2024	Regular Meeting	2:00 PM
February 26, 2024	Regular Meeting	2:00 PM
March 25, 2024	Regular Meeting	2:00 PM
April 22, 2024	Regular Meeting	2:00 PM
May 20, 2024*	Regular Meeting	2:00 PM
June 24, 2024	Regular Meeting	2:00 PM
July 19, 2024	Budget Workshop	9:00 AM
July 29, 2024	Regular Meeting	2:00 PM
August 26, 2024	Regular Meeting	2:00 PM
September 23, 2024	Regular Meeting	2:00 PM

***Exception(s)**

December meeting date is three (3) weeks earlier.

May meeting date is one (1) week earlier.