

# **BAYSIDE IMPROVEMENT AND BAY CREEK**

**COMMUNITY DEVELOPMENT  
DISTRICTS**

**January 27, 2025**

**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

January 17, 2025

#### 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 January 27, 2025 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*

#### **BAY CREEK CDD ITEMS**

4. Administration of Oath of Office to Newly Elected Supervisors [Jerry Addison - Seat 1]  
*(the following to be provided in separate package)*
  - A. Required Ethics Training and Disclosure Filing
    - Sample Form 1 2023/Instructions
  - B. Membership, Obligations and Responsibilities
  - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
5. Ratification of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date

## **JOINT BUSINESS ITEMS**

6. Staff Report: District Engineer - *Barraco and Associates, Inc.*
7. Discussion: Littorals on Lake A-6
8. Treatment Report: December 2024 - *Superior Waterway Services, Inc. (Andy Nott)*
  - Continued Discussion: Lake A-16 E-Coli Test Report
9. Committee Reports
  - A. PLCA Landscape Committee
    - Eco Club December Meeting Summary
  - B. Colony Landscape Committee
10. Update: Maintenance Site Deferred Maintenance Summary of Costs
11. Continued Discussion/Consideration: Colony Street Lighting Items
  - A. Proposals for Rehabilitation of Street Lights
    - I. Bentley Electric Co of Naples, FL Inc. #24-498 [The Colony Streetlights]
    - II. Florida Painters [Exterior Painting of The Colony Streetlights]
12. Presentation of Monthly Year-End Financial Forecast (*under separate cover*)
13. Acceptance of Unaudited Financial Statements as of December 31, 2024
14. Approval of December 9, 2024 Public Hearing and Joint Regular Meeting Minutes
15. Action/Agenda Items
16. Old Business
17. Staff Reports
  - A. District Counsel: *Coleman Yovanovich Koester, P.A. [Gregory Urbancic, Esq.]*
  - B. District Manager: *Wrathell, Hunt and Associates, LLC*
    - I. Monthly Status Report: Field Operations
    - II. NEXT MEETING DATE: February 24, 2025 at 2:00 PM

○ 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

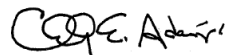
18. Supervisors' Requests

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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**RESOLUTION 2025-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAY CREEK COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Bay Creek Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District’s Board of Supervisors desires to elect and remove Officers of the District.

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

**SECTION 1.** The following is/are elected as Officer(s) of the District effective December 9, 2024:

<u>James Janek</u>	is elected Chair
<u>Robert Travers</u>	is elected Vice Chair
<u>Jerry Addison</u>	is elected Assistant Secretary
<u>Mary McVay</u>	is elected Assistant Secretary
<u>Robert Durney</u>	is elected Assistant Secretary

**SECTION 2.** The following Officer(s) shall be removed as Officer(s) as of December 9, 2024:

\_\_\_\_\_

**SECTION 3.** The following prior appointments by the Board remain unaffected by this Resolution:

Chuck Adams is Secretary

Craig Wrathell is Assistant Secretary

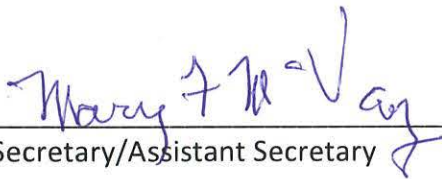
Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

**PASSED AND ADOPTED THIS 9TH DAY OF DECEMBER, 2024.**

ATTEST:

**BAY CREEK COMMUNITY DEVELOPMENT  
DISTRICT**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair, Board of Supervisors

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

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**SUPERIOR WATERWAY  
SERVICES, INC.**



**SERVICE AGREEMENT**

November 15, 2024

Bayside Baycreek CDD  
C/o: Wrathell, Hunt and Associates, LLC  
9220 Bonita Beach Rd SE UNIT 214  
Bonita Springs, FL 34135  
Attn: Cleo Adams

**Terms:** Net 30 Days

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**DESCRIPTION**

Lake A-6

Cut, remove and spray approximately 35ft of Cana

Plant approximately 125ft of Spikerush that will be harvested from property

**Total: \$840.00**

SUPERIOR WATERWAY SERVICES, INC.

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

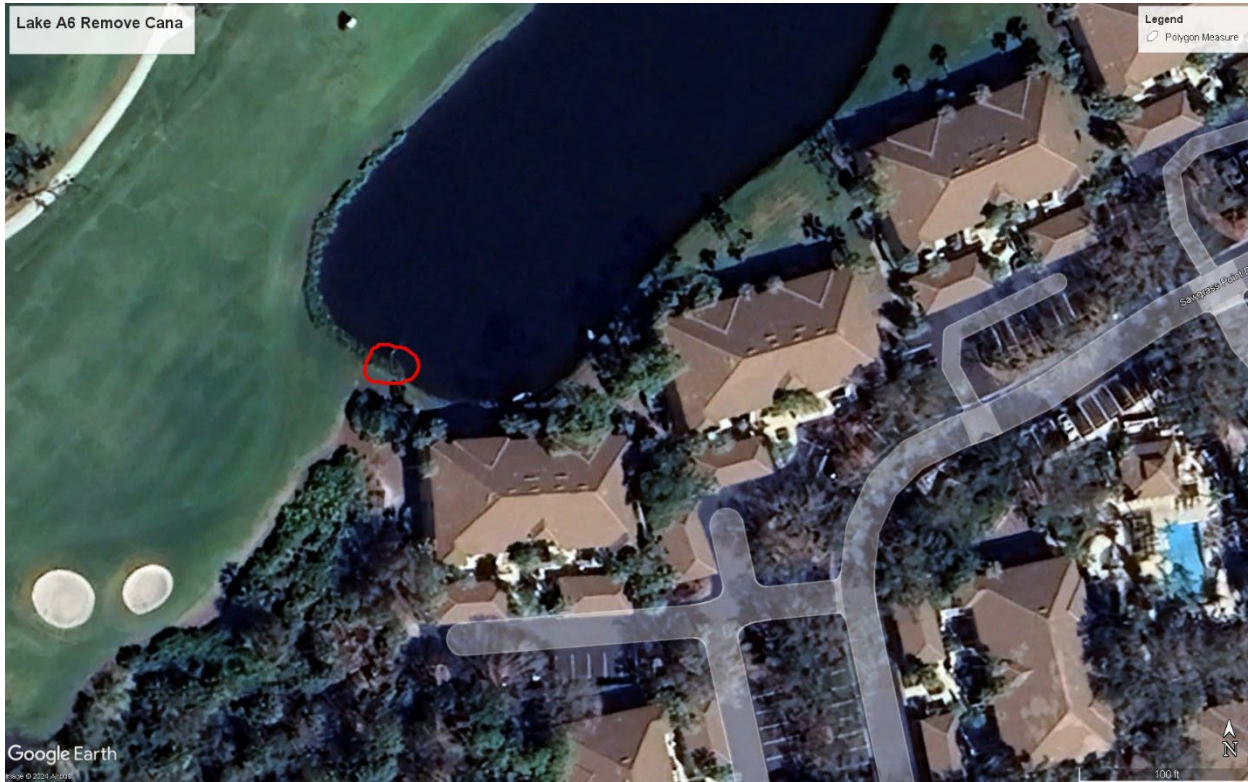
By: \_\_\_\_\_

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

Dated: \_\_\_\_\_



Lake A6 Remove Cana



Lake A6 Spikerush Planting







Bayside A-6

Legend  
Polygon Measure





November 6, 2024  
#A6 #Bayside Baycreek



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

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**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
A1	Inspected		12/12/24			No Problems Noted
A2	Treated	Algae	12/30/24			Added bacteria to lake per contract
A3	Inspected		12/30/24			No Problems Noted
A4	Inspected		12/30/24			No Problems Noted
A5	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
A6	Inspected		12/30/24			No Problems Noted
A7	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
A8	Treated	Duckweed	12/30/24			Monitor and treated as needed
A9	Inspected		12/12/24			No Problems Noted
A10	Inspected		12/12/24			No Problems Noted
A11	Inspected		12/30/24			No Problems Noted
A12	Treated	Planktonic Algae	12/30/24			Monitor and treated as needed
A13	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
A14	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
A15	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds

**Bayside Baycreek CDD**  
Lake Treatment Report  
Treatment Dates for December 2024

Lake #	Work Performed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
A16	Inspected		12/12/24			No Problems Noted
A17	Treated	Algae	12/30/24			Added bacteria to lake per contract
A18	Inspected		12/30/24			No Problems Noted
A19	Inspected		12/30/24			No Problems Noted
A20	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
A21	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
A22	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
A23	Inspected		12/2/24			No Problems Noted
A24	Inspected		12/30/24			No Problems Noted
A25	Inspected		12/30/24			No Problems Noted
A26	Inspected		12/30/24			No Problems Noted
A27	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
A28	Inspected		12/30/24			No Problems Noted
A29	Inspected		12/30/24			No Problems Noted
B1	Inspected		12/3/24			No Problems Noted

**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**

Lake #	Work Performed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
B2	Treated	Torpedograss	12/3/24	Cattails	12/30/24	Cut and removed Cattails
B3	Inspected		12/3/24			No Problems Noted
B4	Inspected		12/3/24			No Problems Noted
B5	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
B6	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
B7	Treated	Torpedograss	12/18/24			Sprayed Littorals for Torpedograss
B8	Treated	Torpedograss	12/18/24			Sprayed Littorals for Torpedograss
C1	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
C2	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
C3	Inspected		12/3/24			No Problems Noted
C4	Inspected		12/3/24			No Problems Noted
D1	Inspected		12/2/24			No Problems Noted
D2	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
D3	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
D3A	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds



**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**

Lake #	Work Performed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
D4	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
D5	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
D6	Treated	Algae	12/12/24			Monitor and treated as needed
D7	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
D8	Treated	Water Lettuce	12/3/24	Algae	12/5/24	Added bacteria to lake per contract
D9	Treated	Algae	12/12/24			Monitor and treated as needed
D10	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
D11	Treated	Algae	12/12/24			Monitor and treated as needed
D12	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
D13	Treated	Grasses/Weeds	12/12/24			Sprayed shoreline grasses/weeds
D14	Inspected		12/12/24			No Problems Noted
D15	Treated	Algae	12/12/24			Spot treated shoreline Algae
E1	Inspected					No Problems Noted
E2	Treated	Cattails	12/30/24			Cut and removed Cattails
E3	Inspected					No Problems Noted





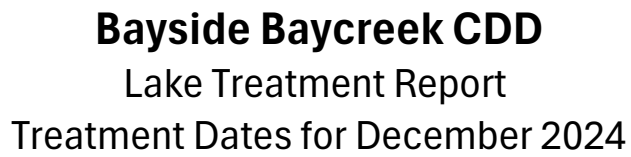
**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
E4	Inspected		12/3/24			No Problems Noted
E5	Inspected		12/3/24			No Problems Noted
E6	Inspected		12/3/24			No Problems Noted
E7	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
E8	Treated	Algae	12/2/24	Chara	12/13/24	Monitor and treated as needed
E9	Inspected		12/3/24			No Problems Noted
E10	Inspected		12/3/24			No Problems Noted
E11	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
E12	Inspected		12/30/24			No Problems Noted
E13	Inspected		12/30/24			No Problems Noted
E14	Inspected		12/30/24			No Problems Noted
E15	Inspected		12/30/24			No Problems Noted
E16	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
E17	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
E18	Inspected		12/30/24			No Problems Noted



**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
F1	Treated	Alligatorweed	12/30/24			Sprayed shoreline grasses/weeds
F2	Inspected		12/30/24			No Problems Noted
F3	Inspected		12/3/24			No Problems Noted
F4	Inspected		12/3/24			No Problems Noted
F5	Inspected		12/30/24			No Problems Noted
F6	Treated	Chara	12/2/24			Monitor and treated as needed
F7	Treated	Bacopa	12/3/24			Need follow up treatments
F8	Treated	Bacopa	12/4/24			Monitor and treated as needed
F9	Treated	Grasses/Weeds	12/3/24			Sprayed shoreline grasses/weeds
F10	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
F11	Treated	Grasses/Weeds	12/30/24			Sprayed shoreline grasses/weeds
F12	Treated	Algae	12/30/24			Added bacteria to lake per contract
F13	Inspected		12/2/24			No Problems Noted
F14	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds
F15	Treated	Grasses/Weeds	12/2/24			Sprayed shoreline grasses/weeds

[illegible]



## **Bayside Baycreek CDD**

### **Lake Treatment Report**

### **Treatment Dates for December 2024**

Lake survey was done on January 8th over all property looks good there were a few minor issues that are being address during January services

D9 Algae along shoreline, scheduled for treatment

Lake A2 two dead pine trees on lake bank recommend removing be they rot and fall into lake

## **Bayside Baycreek CDD**

### **Lake Treatment Report**

### **Treatment Dates for December 2024**



**Lake            A1**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



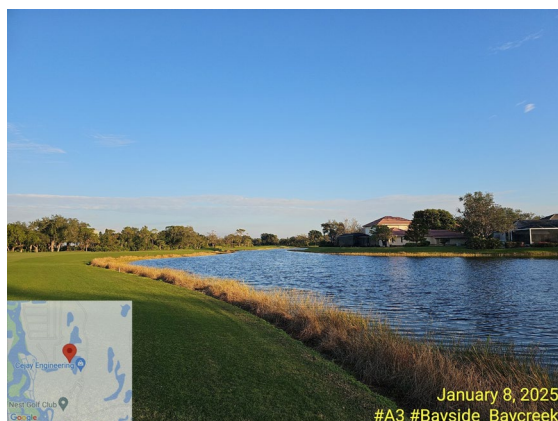
**Lake            A2**

**Notes/Comments**

Dead Pine trees on lake bank

**Action Needed**

Removing dead trees



**Lake            A3**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance

**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**



**Lake B4**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



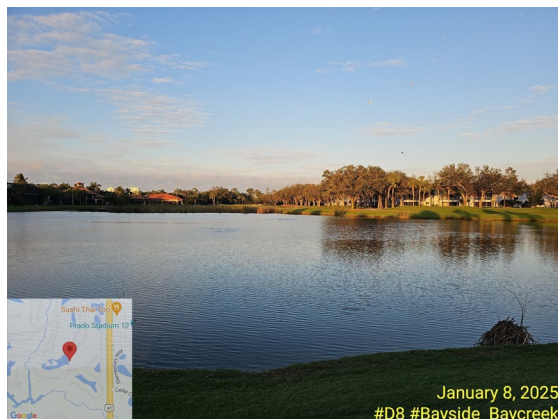
**Lake B7**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



**Lake D8**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**



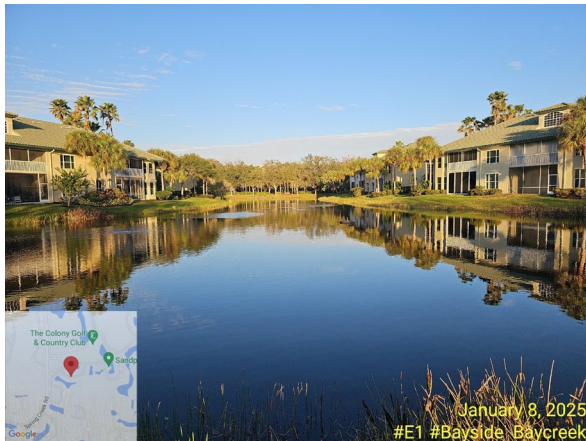
**Lake**                **D9**

**Notes/Comments**

Moderate  
Algae

**Action Needed**

Will be treated on the next scheduled service



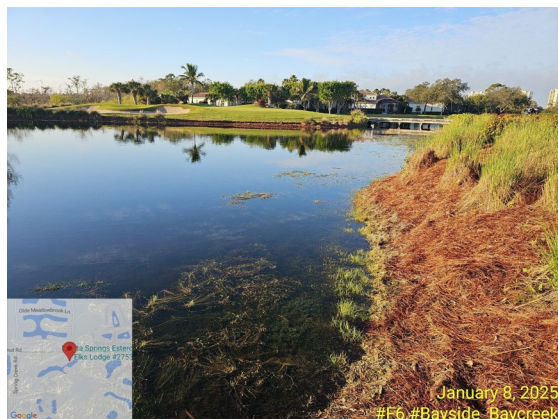
**Lake**                **E1**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



**Lake**                **F6**

**Notes/Comments**

Moderate  
Slender Spikerush

**Action Needed**

Follow up treatment needed

**Bayside Baycreek CDD**  
**Lake Treatment Report**  
**Treatment Dates for December 2024**



**Lake**                **F7**

**Notes/Comments**

Moderate  
Bacopa

**Action Needed**

Follow up treatment needed



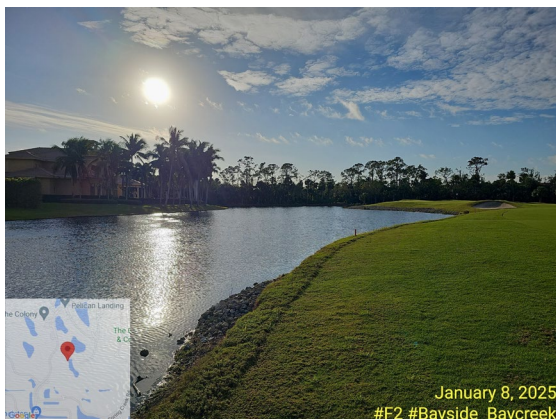
**Lake**                **E8**

**Notes/Comments**

Moderate  
Chara

**Action Needed**

Monitor and treat as needed



**Lake**                **F2**

**Notes/Comments**

No problems noted

**Action Needed**

Routine maintenance



**Attention:** Andy Nott  
Superior Waterway Services  
6701 Garden Road, Suite 1  
Riviera Beach, FL 33404

**Phone:** (239) 707-0507  
**Email:**

**Customer PO:**  
**LIMS Project ID:**  
**Project ID:** Bayside Baycreek

**Date Received:** 11/21/2024  
**Date Analyzed:** 11/22/2024  
**Date Reported:** 11/26/2024  
**Date Amended:**


## Test Report: Rapid Detection of Human Bacteroides by Quantitative PCR

Emsl Test: M199

[illegible]

CEs: Cell Equivalent, measured by PCR using genomic DNA standards.

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. When the information supplied by the customer can affect the validity of

  
Sergey Balashov, Ph.D.

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

**9A**

# Pelican Landing / SWFL Issues

- Water Quality

  - Ponds, Spring Creek, Estero Bay

  - Pelican Landing Water Quality Task Force

- Eco Club at the Beach/ Bay

  - Shorebirds, FGCU Seagrass Project, Big Hickory clean up, Turtle Time

- Florida Friendly Landscaping – Native Plants

- Fertilizers, Herbicides and Pesticides

- Reclaimed Water

- Advocacy - Political Action

# Water Quality

- PL Ponds
  - Interconnected chain of ponds; ponds control stormwater flow
  - 90% of stormwater in PL flows into Spring Creek
  - 70% of stormwater is discharged through the T1 canal
  - 10% of stormwater flows directly to Estero Bay
- Spring Creek
  - FDEP Verified Impaired for Fecal Indicator Bacteria(FIB), Nutrients (Nitrogen & Phosphorus), Copper, Iron
- Estero Bay
  - FDEP Verified Impaired for Total Nitrogen

# Estero Bay

- First Aquatic Preserve in Florida – 1966
- Designated “Outstanding Florida Waters”
- Verified Impaired for Nutrients (Total Nitrogen) – 2019
- Estero Bay water data are available in the Coastal and Heartland National Estuary Program (CHNEP) Water Atlas
- Seagrass decline – FGCU program
- Oyster beds

# Pelican Landing Water Quality Task Force Recommendations \*

- Reducing nutrients in our discharge is the most appropriate focus
- It is less expensive to reduce nutrients than to remove nutrients
- Implement a communication program for the community
- Develop a “Nutrient Management Program”
- Promote the use of “Florida Friendly Landscaping Program”
- Educate owners on the importance of local fertilizer programs
- Educate owners on the impacts of reclaimed water & fertilizer
- Limit the use of fertilizers, herbicides and pesticides within 15 feet of all waterbodies

\* Water Quality Task Force Report 2022

# Conclusion and Next Steps

## Eco Club Task Groups

- Water Quality – PL Water Quality Task Force report

- Florida Friendly Landscaping – Native Plants

- Community Fertilizer, Pesticide, Herbicide reduction

- Recycling

- Eco Communications – emails, newsletters, PL website

- Advocacy - Political Action initiatives

  - Effort to alter existing Estero Bay Aquatic Preserve

- Others

# Resources

- CHNEP Water Atlas - <https://chnep.wateratlas.usf.edu/>
- Healthy Ponds Guide - <https://chnep.wateratlas.usf.edu/upload/documents/HEALTHY-PONDS-GUIDE-2022-12-screen-view.pdf>
- Sanibel-Captiva Conservation Foundation (SCCF) - <https://sccf.org/what-we-do/water-quality/>
- Lee County - <https://www.leegov.com/naturalresources/WaterQuality>
- Calusa WaterKeeper - <https://calusawaterkeeper.org/status/>
- Bayside/Baycreek CDDs - <https://www.pelicanlandingcdds.net/>
- PL pond map - <https://flgis.maps.arcgis.com/apps/webappviewer/index.html?id=0f7ef0a9518b4899a0feb20254ed0e90>
- Conservancy of SWFL - <https://conservancy.org/>
- 1000 Friends of Florida (political action) - <https://1000fof.org/>



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

**9B**

## Colony to CDD 12/16/2024

The Colony Foundation Board met December 16, 2024.

President Bob Loos reminded the BOD of the referendum on the Renaissance Project that was occurring in January. He stated that he had served on the PLCA board when that same property had been evaluated for purchase by Stantec and was deemed unsuitable due to drainage. Mr. Loos has submitted some questions regarding the property's status with governmental authorities and Mr Hoppenstead is working on providing answers to the questions.

Mr. Loos also reminded the BOD that a vote by the community needed to be taken before proceeding with a lawsuit with the insurer over Ian claims.

46 sales were reported for 2024.

A landscaping report was given. Several BOD members met with the CDD and were pleased with the results. The palms have been trimmed. A monthly inspection of the property was arranged between Susan Irizarry and the CDD. Many of the hurricane damaged plants are recovering. Those that do not will be replaced.

The Colony is working on Kayak Park repair. Sidewalk repair is scheduled as well as improving the color match on the curbs.

Consideration of installing generators for the Bay Club and gate houses is also on the docket.

The seawall repair is complete.

Investigation on type of equipment and cost to begin holding hybrid meetings both on the second floor as well as the Private Dining room has been ordered.

John Watson and Bob Loos are to work with Chuck to address the lighting. The Colony is anxious to complete the project. John Watson suggested grouping same colors together to provide unity without escalating cost.

Bob Loos has invited Chuck Adams to tour The Colony at Pelican Bay with him as a means to portray the future landscaping goals for the community.

## Colony to CDD 1/20/2025

The Colony BOD met January 20, 2025.

In the President's message it was announced that the lamp post in the Colony would be either repaired or replaced within 6 months. President Loos said there was a possibility to work with FP&L and that the BOD was exploring that option. He also stated that he expected to work closely with the CDD in assuring that the Colony's landscape would be that of an upscale nature.

An Ad Hoc committee was formed to work on coordinating with PLCA.

The Florida Department of Transportation is requiring PLCA to provide a redesign for the traffic street lights to be installed. That has been the delay in placing a signal at the intersection of 41 and Pelican Colony Blvd.

The BOD is pleased with the new security company, St Moritz.

Susan Irizarry, Colony CAM, has been taking a monthly tour with Paul Kemp to review the Colony Landscaping. She reported that the hurricane recovery from Ian, Helene and Milton was almost completed. Helene and Milton landscaping is coming back for the most part. She also noted that the annuals around the center fountain are due to be replaced by the CDD due to failure.

The remainder of the meeting was devoted to aspects not effecting the CDD. Signs that are awaiting Lykins repair, sidewalk repair, curb staining, fencing, monument repair and generator installation.

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

**10**

Bayside and Bay Creek Maintenance Site  
Deffered Maintenance Summary of Costs

		<u>Contractor</u>	<u>Price (1)</u>	<u>Price (2)</u>
1)	Paint Exterior of Building and boundary wall/gates/signage	Zacka	17,545	17,545
2)	Mill/Repave/Restripe parking lot and misc concrete repairs	Collier	71,625	87,298
3)	Remove HVAC system in maintenance area	F&F	1,200	1,200
4)	Remove existing lighting/replace with LED lighting and install high volume ceiling fans in maintenance area	Bentley	<u>22,300</u>	<u>22,300</u>
			112,670	128,343

(1) Price without concrete pad

(2) Price with concrete pad

Edward Zacka Painting & Waterproo  
9990 Coconut Road  
Bonita Springs, FL 34135 US  
+1 2394988943  
ezpwinc@gmail.com  
<http://www.edwardzackapainting.com>



**ADDRESS**

Shop  
4650 Coconut RD  
Bonita Springs, Florida 34134  
United States

**SHIP TO**

Shop  
4650 Coconut RD  
Bonita Springs, Florida 34134  
United States

**Proposal / Contract 2408**

**DATE 02/14/2024**

**DATE**

**PROJECT DESCRIPTION**

**AMOUNT**

Shop Building  
Pressure clean building and roof with 3000psi and 50/50 chlorinating solution  
Apply Masonry Conditioning sealer to all stucco surfaces  
Patch cracks with elastomeric compound  
Caulk open corners and window/door perimeters as needed  
Apply Sherwin Williams Super Paint Satin to walls , soffits and dormers  
Apply Emerald Waterborne Urethane semi-gloss to previously painted man  
doors and roll up garage doors

5,300.00

Shop perimeter wall, gates and signage  
Pressure clean wall with 3000psi and 50/50 chlorinating solution  
Apply Masonry Conditioning sealer to wall  
Patch cracks with elastomeric compound as needed  
Apply Sherwin Williams Super Paint to walls , caps and signage  
Apply Emerald Waterborne Urethane to entry gates

12,245.00

**TOTAL**

**\$17,545.00**

Accepted By

Accepted Date

Price includes all Labor & Materials. Product application to be performed as specified by Sherwin Williams.  
Project will run continuously thru to completion approximately 7-10 days, weather permitting.  
One time payment to be made upon completion and satisfaction of customer. Any issues during job should be  
addressed immediately to Edward Zacka at 239-289-3684



Divisions of Southern Striping Solutions, LLC.

239.591.5903 office

239.719.7087 cell

239.280.0762 fax

[www.collierpave.com](http://www.collierpave.com)

## PROPOSAL

Date: 8/28/2024  
 Estimate #: 24-586  
 Project: Pelican Landing Maintenance Parking Lot  
 Contractor: Wrathell, Hunt & Associates  
 Location: 4650 Coconut Rd. Bonita Springs  
 Scope: Milling, Asphalt Paving, Concrete, Pavement Markings

Item No.	Description	Quantity	Unit	Unit Price	Extension
	Mobilization, General Conditions	1	LS	\$ 2,298.00	\$ 2,298.00
	Mill Existing Asphalt, 1.50"	3087	SY	\$ 4.68	\$ 14,447.16
	Pave Asphalt Type S-III, 1.50"	3087	SY	\$ 14.71	\$ 45,409.77
	Pavement Markings	1	LS	\$ 2,331.00	\$ 2,331.00
	L&S Car Stall w/ Traffic Paint	21	EA		
	L&S Handicap Stall w/ Traffic Paint	1	EA		
	Remove Damaged Car Stop and Replace w/ New	22	EA		
				<b>Total:</b>	<b>\$ 64,485.93</b>
	<b>Option - Concrete Work</b>				
	Mobilization, General Conditions	1	LS	\$ 2,391.00	\$ 2,391.00
	Excavate, Form & Pour 6" Thick Concrete Pad	1515	SF	\$ 12.50	\$ 18,937.50
	Demo & Replace 4" Thick Concrete Sidewalk	175	SF	\$ 27.13	\$ 4,747.75
				<b>Total:</b>	<b>\$ 26,076.25</b>

- 168.53  
 - 168.33

- IF CHOSEN  
 REDUCE S/Y  
 IN ASPHALT  
 WORK

### TERMS AND CONDITIONS

30% Deposit Due Prior to Mobilization and Final Payment Due at Completion  
 Price excludes all full depth repair to Sub-base  
 Price excludes all replacement of any Wheel Stops  
 Price excludes all concrete repairs or replacements  
 No Permits, Fee's or Bond  
 No traffic control or devices  
 No Testing  
 No Q/C Plan or Services  
 No Fine Grade of sub-base  
 Progress invoicing based on work completed  
 Price submitted is good for 30 days from date of proposal  
 Excludes all Asphalt over-runs due to yielding sub-grade or Base  
 Asphalt material costs subject to (Fuel Cost Adjustment) base on market pricing after 90/days form contract.  
 Final Prices Based on Field Measurements

*Eduardo Rey*  
 Eddie Rey  
 Estimator/Project Manager

Date of Acceptance \_\_\_\_\_  
 by: \_\_\_\_\_



## ESTIMATE

F&F Refrigeration And Air  
Conditioning  
5171 Jackson Rd  
Fort Myers, FL 33905

fandfrefrigeration@gmail.com  
+1 (239) 270-1293

### Bayside/Baycreek CDD

#### Bill to

Paul Kemp  
4650 Coconut Rd  
Bonita Springs, FL

#### Ship to

Paul Kemp  
4650 Coconut Rd  
Bonita Springs, FL

#### Estimate details

Estimate no.: 1072

Estimate date: 09/10/2024

Expiration date: 09/30/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Services</b>	Removal of Units in Warehouse and Moving Line Set	1	\$1,200.00	\$1,200.00

**Total**

**\$1,200.00**

#### Note to customer

This estimate is for the removal of both air handlers in the warehouse, the metal ductwork, and the condensers. This also includes the moving of the line set for the main unit due to it being in the way of the fans.

Expiry  
date

09/30/2024

Any questions please call (239) 270-1293 or email  
fandfrefrigeration@gmail.com

Accepted date

Accepted by



Bentley Electric Co of Naples FL Inc.  
P.O. BOX 10572  
NAPLES, FL 34101  
239-643-5339  
bentley1@bentleyelectric.com

## Proposal 24-415

### ADDRESS

BAYSIDE/BAY CREEK CDD  
4650 COCONUT ROAD  
BONITA SPRINGS, FL 34134

DATE  
09/12/2024

TOTAL  
\$22,300.00

### PROJECT LOCATION

Maintenance Building

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	We propose to furnish labor and material to do the following electric work:			
	1.) Remove and replace existing fluorescent light and install (6) new high bay LED light fixtures.			
	2.) Run new EMT conduit and install (3) industrial-type 96" ceiling fans.			
	3.) Install new fan and light switches.			
	TOTAL AMOUNT			22,300.00

Thank you for the opportunity to submit this proposal. Should you have any questions, feel free to reach me at 239-643-5339.

Thanks,  
Steve Bentley

TOTAL

\$22,300.00

THANK YOU.

Accepted By

Accepted Date

**Exhibit "A-3"**

**Scope of Services – Proposal 3**

***W.J. JOHNSON & ASSOCIATES***

*Engineering, Landscape Architecture and Reserve Studies*

**Letter of Engagement**

June 19, 2024

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

E-mail: [adamsc@whhassociates.com](mailto:adamsc@whhassociates.com)  
Phone: (239) 464-7114

**SUBJECT: 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. 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 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.

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.

We recognize the desire to wall off the shop and make it an air-conditioned space. However, we would like to discuss this with the Fire Marshall before bringing any proposal forward.

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

**11AI**

Bentley Electric Co of Naples FL Inc.  
P.O. BOX 10572  
NAPLES, FL 34101  
239-643-5339  
bentley1@bentleyelectric.com

Proposal 24-498

ADDRESS	DATE	TOTAL	
BAYSIDE/BAY CREEK CDD	12/02/2024	\$114,200.00	
4650 COCONUT ROAD			
BONITA SPRINGS, FL 34134			

PROJECT LOCATION  
The Colony Streetlights

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	We propose to furnish labor and material to do the following electric work:			
	1.) Remove existing concrete foundation and light pole and discard. Install new 2'x3' concrete foundation and new light pole with LED fixture.	17	5,000.00	85,000.00
	2.) Dig around existing concrete foundation and straighten foundation and light pole. Includes cutting roots around bases to dig.	14	800.00	11,200.00
	3.) Bypass ballast and install new LED light bulbs using existing sockets and circuitry.	75	85.00	6,375.00
	4.) Furnish and install frosted white acorn globes.	75	155.00	11,625.00

Thank you for the opportunity to submit this proposal. Should you have any questions, feel free to reach me at 239-643-5339.

Thanks,  
Steve Bentley

TOTAL	\$114,200.00
	THANK YOU.

Accepted By

Accepted Date



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

**1 1 A II**



## Pelican Landing / Colony Light

Submitted By: Gregory Alkema

(239) 707-2129

Greg@FloridaPainters.com

11/21/2024

---

<b>Client:</b>	<b>Contact:</b>	<b>Project:</b> 240553
Bayside CDD 4650 Coconut Rd Bonita Springs FL 34134	<b>Name:</b> Paul Kemp <b>Phone:</b> (239) 450-6441 <b>Email:</b> pkemp@whhassociates.com	Pelican Landing / Colony Light Posts Pelican Colony Via Veneto Bonita Springs FL 34134

---

Light Posts - Acrylic - Total	21,145.00
Light Posts - Kynar - Total	196,765.00

To provide exterior painting at Pelican Landing/The Colony.

**Areas of Work to Include:**

-Light posts - 105

**Scope of Work to Include:**

- Pressure wash all areas to be painted with mild bleach solution to remove loose and peeling paint, dirt, mold and mildew.
- Cover/mask areas not being painted.
- Scuff sand and clean with denatured alcohol.
- Apply one coat of Sherwin Williams ProIndustrial Bond Plex.
- Finish with one coat of Sherwin Williams SherCryl HPA High Performance Acrylic Gloss.

**Optional - Kynar**

- Media blast all areas to be painted to bare metal.
- Clean with denatured alcohol.
- Apply one coat of Kynar Bonding Primer.
- Finish with Kynar Never Fade.

**Excludes:** Any areas not specifically listed.

**Clarifications:**

- Kynar option. Poles will need to be dismantled for media blasting and reinstalled by CCD. Not included in price.
- This project to take 2-3 weeks to complete (weather permitting)
- Payment terms: 0 down, progress billing on the 15th and 30th of the month.
- Owner to supply Florida Painters with water and electricity.
- Florida Painters will warranty workmanship for a period of one year.
- Florida Painters will work with Kynar to provide a fifteen year No Fade warranty should this option be selected.
- An English-speaking foreman to be on-site at all times. Employees to wear name badges with photo ID.
- A pre-start meeting will be held one week prior to starting. Estimator, Project Manager, foreman, and CCD manager will be invited.
- At the end of the job, the foreman will walk the job and do touch-up's, then the foreman and quality control will do another walk about and touch-up. Finally, we invite the CCD manager for a final walk with painters to do a point and paint touch-up.



### Contract

- Pricing is based on the use of the same or similar colors. If additional coats are required for proper coverage due to color selection, there will be an additional charge.
- Florida Painters cannot be held responsible for the failure of previous coats.
- Rust is a reoccurring condition and is not considered a paint or coating failure.
- Price is valid for 90 days.
- If at any time before the material is purchased and the cost of material increases more than 2%, Florida Painters is entitled to be paid the increased cost.
- If Florida Painters is unable to obtain materials in the timeframe expected, due to a shortage, material may be changed to an equal value or better, or Florida Painters will be granted additional time to complete project.

**Important Note:**

Florida Painters takes pride in the outstanding level of workmanship we maintain on each and every job. Should you find anything not to your total satisfaction before or after your project is complete, please contact us immediately so that we can rectify the situation.

If the person signing does not have the owners authority, the signing person becomes personally responsible.

Customer Sign: \_\_\_\_\_ FL Painters Rep. Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

TERMS: Interest at 1.5% (18% ann.) will be added from the due date until paid. If litigation occurs; collection, attorney fees and court costs will be added.

WE DO ACCEPT VISA & MASTER CARD - HOWEVER THERE IS A 3% CHARGE TO COVER FEES ON ALL TRANSACTIONS

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

**UNAUDITED  
FINANCIAL  
STATEMENTS**

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

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

	General Fund		
	General Fund 001 & 101	General Fund 002	Total Governmental Funds
<b>ASSETS</b>			
Cash			
Truist	\$1,698,956	\$851,352	\$ 2,550,308
Truist - Debt Card	7,098	-	7,098
FineMark MM	2	-	2
FineMark ICS	-	6	6
Bank United MM	125,000	5,000	130,000
Bank United ICS	565,087	47,055	612,142
Due from Bay Creek - enterprise fund 451	87,819	-	87,819
Prepaid expense	130	-	130
WC deposit	1,806	-	1,806
Deposits	125	555	680
Total assets	<u>\$ 2,486,023</u>	<u>\$ 903,968</u>	<u>\$ 3,389,991</u>
<b>LIABILITIES &amp; FUND BALANCES</b>			
<b>Liabilities</b>			
Accounts payable	\$ -	\$ -	\$ -
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund Balances</b>			
Unassigned	<u>2,486,023</u>	<u>903,968</u>	<u>3,389,991</u>
Total fund balances	<u>2,486,023</u>	<u>903,968</u>	<u>3,389,991</u>
Total liabilities and fund balances	<u>\$ 2,486,023</u>	<u>\$ 903,968</u>	<u>\$ 3,389,991</u>

**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 DECEMBER 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ 1,394,822	\$ 2,233,881	\$ 2,727,746	82%
Interest	1,771	5,588	79,000	7%
Total revenues	<u>1,396,593</u>	<u>2,239,469</u>	<u>2,806,746</u>	80%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	1,614	3,068	19,377	16%
Engineering	-	889	15,000	6%
Legal	-	1,544	18,000	9%
Audit	3,000	3,000	15,000	20%
Management	3,500	10,500	42,000	25%
Accounting & payroll	1,400	4,200	16,799	25%
Computer services	420	1,260	5,040	25%
Assessment roll preparation* <sup>1</sup>	706	2,119	8,476	25%
Telephone	79	238	950	25%
Postage & reproduction	177	338	1,350	25%
Printing & binding	410	1,230	4,918	25%
Legal notices and communications	373	373	1,125	33%
Office supplies	-	311	750	41%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* <sup>1</sup>	-	20,400	21,576	95%
Miscellaneous (bank fees)	266	910	5,250	17%
Total administrative	<u>11,945</u>	<u>50,801</u>	<u>176,127</u>	29%
<b>Field management</b>				
Other contractual	3,150	9,450	37,799	25%
Total field management services	<u>3,150</u>	<u>9,450</u>	<u>37,799</u>	25%
<b>Water management</b>				
NPDES program	-	-	3,165	0%
Other contractual services: lakes	28,498	43,442	174,075	25%
Other contractual services: wetlands	-	16,400	44,310	37%
Other contractual services: culverts/drains	-	-	37,980	0%
Other contractual services: lake health	529	529	6,330	8%
Aquascaping* <sup>1</sup>	-	-	18,990	0%
Capital outlay	-	-	9,495	0%
Repairs and maintenance (aerators)	4,095	4,422	9,495	47%
Total water management services	<u>33,122</u>	<u>64,793</u>	<u>303,840</u>	21%

**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 DECEMBER 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	7,381	18,776	-	N/A
Electricity	4,921	13,328	55,000	24%
Contractual services-lightpole	-	-	40,000	0%
Total street lighting services	<u>12,302</u>	<u>32,104</u>	<u>95,000</u>	34%
<b>Landscaping</b>				
Supervisor	6,964	20,653	125,000	17%
Personnel services	99,112	282,139	1,235,000	23%
Capital outlay	3,113	3,113	60,000	5%
Fuel	2,830	5,197	25,000	21%
Repairs and maintenance (parts)	2,652	5,551	40,000	14%
Insurance* <sup>1</sup>	-	22,649	24,608	92%
Minor operating equipment	2,121	4,889	20,000	24%
Horticulture dumpster	9,500	21,500	65,000	33%
Employee uniforms	1,385	4,144	29,000	14%
Chemicals	8,053	18,322	68,000	27%
Flower program* <sup>2</sup>	67,140	70,924	130,000	55%
Mulch program* <sup>2</sup>	76,362	78,941	83,000	95%
Plant replacement program* <sup>2</sup>	-	3,670	45,000	8%
Other contractual - tree trimming* <sup>1</sup>	-	2,950	12,660	23%
Other contractual - horticulturalist	-	-	2,000	0%
Other contractual - training	-	-	1,500	0%
Maintenance tracking software	-	-	11,886	0%
Unbudgeted contractual services	-	-	82,000	0%
Fountain maintenance	154	387	18,114	2%
Office operations	2,206	5,826	25,000	23%
Monument maintenance	-	-	15,000	0%
Total landscaping services	<u>281,592</u>	<u>550,855</u>	<u>2,117,768</u>	26%
<b>Roadway</b>				
Personnel	524	1,511	7,700	20%
Repairs and maintenance - parts	-	-	4,500	0%
Insurance	-	2,484	2,501	99%
Total roadway services	<u>524</u>	<u>3,995</u>	<u>14,701</u>	27%

**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 DECEMBER 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Parks &amp; recreation</b>				
Utilities	770	2,310	11,000	21%
Operating supplies	51	51	1,500	3%
Total parks & recreation	821	2,361	12,500	19%
<b>Other fees &amp; charges</b>				
Property appraiser	-	3,629	3,625	100%
Tax collector	-	6,794	5,358	127%
Total other fees & charges	-	10,423	8,983	116%
Total expenditures	343,456	724,782	2,766,718	26%
Excess/(deficiency) of revenues over/(under) expenditures	1,053,137	1,514,687	40,028	
Fund balances - beginning	1,432,886	971,336	1,040,433	
Fund balances - ending	<u>\$ 2,486,023</u>	<u>\$ 2,486,023</u>	<u>\$ 1,080,461</u>	

\*<sup>1</sup> Typically an annual expense.

\*<sup>2</sup> Typically a seasonal expense.

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

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
<b>ASSETS</b>			
<b>Current assets:</b>			
Cash			
Wells Fargo	\$ 151,321	\$ -	\$ 151,321
SunTrust	413,989	66,687	480,676
Bank United MM	80,000	2,000	82,000
Bank United ICS	820,990	8,384	829,374
Accounts receivable (customers)	15,293	6,791	22,084
WC deposit	104	35	139
Total current assets	<u>1,481,697</u>	<u>83,897</u>	<u>1,565,594</u>
<b>Noncurrent assets:</b>			
Capital assets			
Property, plant and equipment	1,968,959	24,570	1,993,529
Irrigation system	-	596,951	596,951
Less accumulated depreciation	<u>(1,638,434)</u>	<u>(567,646)</u>	<u>(2,206,080)</u>
Total capital assets, net of accumulated depreciation	<u>330,525</u>	<u>53,875</u>	<u>384,400</u>
Total noncurrent assets	<u>330,525</u>	<u>53,875</u>	<u>384,400</u>
Total assets	<u>1,812,222</u>	<u>137,772</u>	<u>1,949,994</u>
<b>LIABILITIES</b>			
<b>Current liabilities:</b>			
Customer deposits	\$ 48,000	\$ 12,154	\$ 60,154
Due to Bay Creek general fund 101	-	87,819	87,819
Total current liabilities	<u>48,000</u>	<u>99,973</u>	<u>147,973</u>
<b>NET POSITION</b>			
Net investment in capital assets	330,525	53,875	384,400
Unrestricted	<u>1,433,697</u>	<u>(16,076)</u>	<u>1,417,621</u>
Total net position	<u>\$ 1,764,222</u>	<u>\$ 37,799</u>	<u>\$ 1,802,021</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 DECEMBER 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>OPERATING REVENUES:</b>				
<b>Charges for services</b>				
Assessment levy - net	\$ 172,125	\$ 275,964	\$ 325,583	85%
Irrigation	41,242	105,637	584,000	18%
Total operating revenues	<u>213,367</u>	<u>381,601</u>	<u>909,583</u>	42%
<b>OPERATING EXPENSES:</b>				
<b>Administrative services</b>				
Supervisor's fees	538	1,022	6,459	16%
Engineering fees	-	296	5,000	6%
Legal	-	515	6,000	9%
Audit	1,000	1,000	5,000	20%
Management	1,423	4,267	17,066	25%
Accounting & payroll	467	1,400	5,600	25%
Computer services	140	420	1,680	25%
Utility billing	4,348	12,951	44,000	29%
Telephone	25	77	311	25%
Postage & reproduction	59	112	450	25%
Printing and binding	136	409	1,639	25%
Legal notices and communications	124	124	375	33%
Office supplies	-	104	251	41%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* <sup>1</sup>	-	6,800	6,728	101%
Miscellaneous	151	2,680	1,750	153%
Total administrative services	<u>8,411</u>	<u>32,317</u>	<u>102,543</u>	32%
<b>Field management services</b>				
Other contractual services	1,051	3,151	12,600	25%
Total field management services	<u>1,051</u>	<u>3,151</u>	<u>12,600</u>	25%
<b>Water management services</b>				
NPDES program	-	-	1,835	0%
Other contractual services: lakes	16,518	25,189	100,925	25%
Other contractual services: wetlands	-	9,508	25,691	37%
Other contractual services: culverts/drains	-	-	22,020	0%
Other contractual services: lake health	307	307	3,670	8%
Aquascaping* <sup>1</sup>	-	-	11,010	0%
Capital outlay	-	-	5,505	0%
Repairs and maintenance (aerators)*	2,371	2,563	5,505	47%
Total water management services	<u>19,196</u>	<u>37,567</u>	<u>176,161</u>	21%



**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 DECEMBER 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	7,340	0%
Total landscape services	-	-	7,340	0%
<b>Roadway services</b>				
Personnel	163	471	4,955	10%
Repairs and maintenance - parts	-	-	3,671	0%
Insurance	-	1,850	2,999	62%
Total irrigation supply services	163	2,321	11,625	20%
<b>Irrigation supply services</b>				
Personnel	4,575	13,511	67,000	20%
Reclaimed water	18,533	26,656	100,000	27%
Repairs and maintenance - parts	1,471	7,729	25,000	31%
Insurance* <sup>1</sup>	-	16,281	19,480	84%
Meter costs	1,137	4,337	7,500	58%
Other contractual services	751	2,251	9,000	25%
Electricity	9,651	26,707	90,000	30%
Pumps & machinery	3,535	7,164	75,000	10%
Depreciation	4,876	14,628	60,000	24%
Total irrigation supply services	44,529	119,264	452,980	26%
Total operating expenses	73,350	194,620	763,249	25%
Operating income/(loss)	140,017	186,981	146,334	
Nonoperating revenues/(expenses):				
Interest income	2,594	8,195	500	1639%
Miscellaneous income	-	-	50,700	0%
Total nonoperating revenues	2,594	8,195	51,200	16%
Change in net position	142,611	195,176	197,534	
Total net position - beginning	1,659,410	1,606,845	1,589,985	
Total net position - ending	<u>\$ 1,802,021</u>	<u>\$ 1,802,021</u>	<u>\$ 1,787,519</u>	

\*<sup>1</sup> Typically an annual expense.

\*<sup>2</sup> Typically a seasonal expense.

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

	General Fund		Total
		The	Governmental
	001	Colony 002	Funds
<b>ASSETS</b>			
Cash			
Truist	\$1,363,624	\$851,352	\$ 2,214,976
Truist - debit card	7,098	-	7,098
FineMark ICS	-	6	6
Bank United ICS	345,257	47,055	392,312
Bank United MM	100,000	5,000	105,000
Prepaid expense	130	-	130
WC deposit	1,462	-	1,462
Deposits	125	555	680
Total assets	<u>\$ 1,817,696</u>	<u>\$ 903,968</u>	<u>\$ 2,721,664</u>
<b>LIABILITIES &amp; FUND BALANCES</b>			
<b>Liabilities</b>			
Accounts payable	\$ -	\$ -	\$ -
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balances</b>			
Unassigned	1,817,696	903,968	2,721,664
Total fund balances	<u>1,817,696</u>	<u>903,968</u>	<u>2,721,664</u>
Total liabilities and fund balances	<u>\$ 1,817,696</u>	<u>\$ 903,968</u>	<u>\$ 2,721,664</u>

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

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ 1,134,257	\$ 1,796,667	\$ 2,188,681	82%
Interest	1,083	3,416	67,000	5%
Total revenue	<u>1,135,340</u>	<u>1,800,083</u>	<u>2,255,681</u>	80%
<b>EXPENDITURES</b>				
<b>Administration services</b>				
Supervisors	807	1,534	9,689	16%
Engineering	-	721	12,171	6%
Legal	-	1,253	14,605	9%
Audit	1,500	1,500	7,500	20%
Management	2,840	8,520	34,079	25%
Accounting & payroll	1,136	3,408	13,631	25%
Computer services	341	1,022	4,089	25%
Assessment roll preparation* <sup>1</sup>	573	1,719	6,877	25%
Telephone	64	193	771	25%
Postage & reproduction	144	274	1,095	25%
Printing & binding	333	998	3,990	25%
Legal notices and communications	303	303	913	33%
Office supplies	-	252	609	41%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* <sup>1</sup>	-	10,200	10,788	95%
Miscellaneous (bank fees)	216	738	4,260	17%
Total administration services	<u>8,257</u>	<u>32,976</u>	<u>125,485</u>	26%
<b>Field management</b>				
Other contractual services	2,556	7,668	30,670	25%
Total field management services	<u>2,556</u>	<u>7,668</u>	<u>30,670</u>	25%
<b>Water management</b>				
NPDES program	-	-	2,568	0%
Other contractual services: lakes	23,123	35,249	141,244	25%
Other contractual services: wetlands	-	13,307	35,953	37%
Other contractual service: culverts/drains	-	-	30,817	0%
Other contractual services: lake health	429	429	5,136	8%
Aquascaping* <sup>1</sup>	-	-	15,408	0%
Capital outlay	-	-	7,704	0%
Repairs and maintenance (aerators)	3,323	3,588	7,704	47%
Total water management services	<u>26,875</u>	<u>52,573</u>	<u>246,534</u>	21%

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

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	5,989	15,235	-	N/A
Electricity	3,993	10,814	44,627	24%
Contractual services-lightpole	-	-	32,456	0%
Total street lighting services	<u>9,982</u>	<u>26,049</u>	<u>77,083</u>	34%
<b>Landscaping</b>				
Supervisor	5,650	16,756	101,425	17%
Personnel	80,414	228,898	1,002,079	23%
Capital outlay	2,526	2,526	48,684	5%
Fuel	2,296	4,217	20,285	21%
Repairs & maintenance (parts)	2,152	4,504	32,456	14%
Insurance* <sup>1</sup>	-	18,339	19,967	92%
Minor operating equipment	1,720	3,971	16,228	24%
Horticultural dumpster	7,708	17,445	52,741	33%
Employee uniforms	1,124	3,362	23,531	14%
Chemicals	6,534	14,866	55,175	27%
Flower program* <sup>2</sup>	54,477	57,548	105,482	55%
Mulch program* <sup>2</sup>	61,960	64,053	67,346	95%
Plant replacement program* <sup>2</sup>	-	2,978	36,513	8%
Other contractual - tree trimming* <sup>1</sup>	-	2,394	10,272	23%
Other contractual - horticulturalist	-	-	1,623	0%
Other contractual - training	-	-	1,217	0%
Maintenance tracking software	-	-	8,114	0%
Contractual service-palm pruning	-	-	66,535	0%
Fountain maintenance	125	314	16,228	2%
Office operations	1,790	4,727	20,285	23%
Monument maintenance	-	-	12,171	0%
Total landscaping services	<u>228,476</u>	<u>446,898</u>	<u>1,718,357</u>	26%
<b>Roadway services</b>				
Personnel	425	1,226	6,248	20%
Repairs & maintenance - parts	-	-	3,651	0%
Insurance	-	2,011	2,029	99%
Total roadway services	<u>425</u>	<u>3,237</u>	<u>11,928</u>	27%
<b>Parks &amp; recreation</b>				
Utilities	739	2,218	10,560	21%
Operating supplies	49	49	1,440	3%
Total parks & recreation	<u>788</u>	<u>2,267</u>	<u>12,000</u>	19%

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

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Other fees &amp; charges</b>				
Property appraiser	-	3,484	3,480	100%
Tax collector	-	5,363	5,144	104%
Total other fees & charges	-	8,847	8,624	103%
Total expenditures	277,359	580,515	2,230,681	26%
Excess/(deficiency) of revenues over/(under) expenditures	857,981	1,219,568	25,000	
Fund balances - beginning	959,715	598,128	646,347	
Fund balances - ending	<u>\$ 1,817,696</u>	<u>\$ 1,817,696</u>	<u>\$ 671,347</u>	

\*<sup>1</sup> Typically an annual expense.

\*<sup>2</sup> 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 DECEMBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ 491,072	\$ 775,586	\$ 937,227	83%
Interest & miscellaneous	150	470	20,000	2%
Total revenues	<u>491,222</u>	<u>776,056</u>	<u>957,227</u>	81%
<b>EXPENDITURES</b>				
<b>Administrative services</b>				
Accounting & payroll	782	2,345	9,380	25%
Computer services	284	853	3,411	25%
Assessment roll preparation* <sup>1</sup>	96	288	1,150	25%
Field management	1,184	3,553	14,211	25%
Other current charges	70	214	-	N/A
Total administrative services	<u>2,416</u>	<u>7,253</u>	<u>28,152</u>	26%
<b>Street lighting services</b>				
Contractual services - light poles* <sup>1</sup>	-	-	131,875	0%
Total street lighting services	<u>-</u>	<u>-</u>	<u>131,875</u>	0%
<b>Landscaping maintenance services</b>				
Personnel services	34,088	97,519	402,000	24%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	-	-	1,500	0%
Other contractual - turf & shrub	7,364	14,728	100,000	15%
Rentals & leases	-	-	20,000	0%
Fuel	-	-	7,500	0%
Repairs & maintenance (parts)	1,163	2,519	14,000	18%
Insurance* <sup>1</sup>	-	3,693	3,000	123%
Minor operating equipment	-	1,074	-	N/A
Horticulture dumpster	5,700	7,500	16,000	47%
Miscellaneous equipment	-	-	2,500	0%
Chemicals	105	105	3,500	3%
Flower program* <sup>2</sup>	-	36,448	70,000	52%
Mulch program* <sup>2</sup>	-	15,810	40,000	40%
Plant replacement program* <sup>2</sup>	-	75	40,000	0%
Other contractual - tree trimming* <sup>2</sup>	3,013	4,113	12,000	34%
Monument maintenance	-	-	3,000	0%
Total landscaping maintenance services	<u>51,433</u>	<u>183,584</u>	<u>736,500</u>	25%



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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Fountain services</b>				
Operating supplies	<u>10,172</u>	<u>53,373</u>	<u>150,000</u>	36%
Total fountain services	<u>10,172</u>	<u>53,373</u>	<u>150,000</u>	36%
Total expenditures	<u>64,021</u>	<u>244,210</u>	<u>1,046,527</u>	23%
Net increase/(decrease) of fund balance	427,201	531,846	(89,300)	
Fund balance - beginning	<u>476,767</u>	<u>372,122</u>	<u>368,526</u>	
Fund balance - ending	<u><u>\$ 903,968</u></u>	<u><u>\$ 903,968</u></u>	<u><u>\$ 279,226</u></u>	

\*<sup>1</sup> Typically an annual expense.

\*<sup>2</sup> Typically a seasonal expense.

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

	Bayside Improvement Enterprise Fund 401
<b>ASSETS</b>	
<b>Current assets:</b>	
Cash	
Wells Fargo	\$ 151,321
Truist	413,989
Bank United ICS	820,990
Bank United MM	80,000
Accounts receivable (customers)	15,293
WC deposit	104
Total current assets	<u>1,481,697</u>
<b>Noncurrent assets:</b>	
Capital assets	
Property, plant and equipment	1,968,959
Less accumulated depreciation	<u>(1,638,434)</u>
Total capital assets, net of accumulated depreciation	<u>330,525</u>
Total noncurrent assets	<u>330,525</u>
Total assets	<u>1,812,222</u>
<b>LIABILITIES</b>	
<b>Current liabilities:</b>	
Customer deposits	48,000
Total current liabilities	<u>48,000</u>
<b>NET POSITION</b>	
Net investment in capital assets	330,525
Unrestricted	<u>1,433,697</u>
Total net position	<u>\$ 1,764,222</u>

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

	Current Month	Year to Date	Budget	% of Budget
<b>Operating revenues</b>				
Charges for services:				
Assessment levy - net	\$ 127,936	\$ 202,058	\$ 244,141	83%
Irrigation	27,807	72,374	325,000	22%
Total operating revenues	<u>155,743</u>	<u>274,432</u>	<u>569,141</u>	48%
<b>Operating expenses</b>				
<b>Administrative services</b>				
Supervisors	269	511	3,230	16%
Engineering	-	222	3,750	6%
Legal	-	386	4,500	9%
Audit	500	500	2,500	20%
Management	1,067	3,200	12,800	25%
Accounting & payroll	350	1,050	4,200	25%
Computer services	105	315	1,260	25%
Utility billing	3,261	9,713	33,000	29%
Telephone	19	58	233	25%
Postage & reproduction	44	84	338	25%
Printing and binding	102	307	1,229	25%
Legal notices and communications	93	93	281	33%
Office supplies	-	78	188	41%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* <sup>1</sup>	-	3,400	3,364	101%
Miscellaneous	129	2,604	1,313	198%
Total administrative services	<u>5,939</u>	<u>22,626</u>	<u>72,361</u>	31%
<b>Field management services</b>				
Other contractual services	788	2,363	9,450	25%
Total field management services	<u>788</u>	<u>2,363</u>	<u>9,450</u>	25%
<b>Water management services</b>				
NPDES program	-	-	1,376	0%
Other contractual services: lakes	12,392	18,891	75,694	25%
Other contractual services: wetlands	-	7,131	19,268	37%
Other contractual services: culverts/drains	-	-	16,515	0%
Other contractual services: lake health	230	230	2,753	8%
Aquascaping* <sup>1</sup>	-	-	8,258	0%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	1,777	1,922	4,129	47%
Total water management services	<u>14,399</u>	<u>28,174</u>	<u>132,122</u>	21%

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

	Current Month	Year to Date	Budget	% of Budget
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	5,505	0%
Total landscape services	-	-	5,505	0%
<b>Roadway services</b>				
Personnel	122	353	3,716	9%
Repairs and maintenance - parts	-	-	2,753	0%
Insurance	-	1,388	2,250	62%
Total irrigation supply services	122	1,741	8,719	20%
<b>Irrigation supply services</b>				
Personnel	3,431	10,133	50,250	20%
Repairs and maintenance - parts	1,103	5,797	18,750	31%
Insurance* <sup>1</sup>	-	12,211	14,610	84%
Meter costs	853	3,253	5,625	58%
Other contractual services	563	1,688	6,750	25%
Electricity	7,238	20,030	67,500	30%
Pumps & machinery	2,651	5,373	56,250	10%
Depreciation	3,626	10,878	45,000	24%
Total irrigation supply services	19,465	69,363	264,735	26%
Total operating expenses	40,713	124,267	492,892	25%
Operating income/(loss)	115,030	150,165	76,249	
Nonoperating revenues/(expenses)				
Interest income	2,567	8,111	375	2163%
Miscellaneous income	-	-	50,000	0%
Total nonoperating revenues	2,567	8,111	50,375	16%
Change in net position	117,597	158,276	126,624	
Total net position - beginning	1,646,625	1,605,946	1,578,914	
Total net position - ending	<u>\$ 1,764,222</u>	<u>\$ 1,764,222</u>	<u>\$ 1,705,538</u>	

\*<sup>1</sup> Typically an annual expense.

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

	<u>General Fund</u>	<u>Total Governmental Funds</u>
	101	
<b>ASSETS</b>		
Cash		
Truist	\$ 335,332	\$ 335,332
FineMark MM	2	2
Bank United ICS	219,830	219,830
Bank United MM	25,000	25,000
Due from Bay Creek - enterprise fund 451	87,819	87,819
WC deposit	344	344
Total assets	<u>\$ 668,327</u>	<u>\$ 668,327</u>
<b>LIABILITIES &amp; FUND BALANCES</b>		
<b>Liabilities</b>		
Accounts payable	\$ -	\$ -
Total liabilities	<u>-</u>	<u>-</u>
<b>Fund balances</b>		
Unassigned	668,327	668,327
Total fund balances	<u>668,327</u>	<u>668,327</u>
Total liabilities and fund balances	<u>\$ 668,327</u>	<u>\$ 668,327</u>

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

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ 260,565	\$ 437,214	\$ 539,038	81%
Interest	688	2,172	12,000	18%
Total revenues	<u>261,253</u>	<u>439,386</u>	<u>551,038</u>	80%
<b>EXPENDITURES</b>				
<b>Administration services</b>				
Supervisors	807	1,534	9,689	16%
Engineering	-	168	2,829	6%
Legal	-	291	3,395	9%
Audit	1,500	1,500	7,500	20%
Management	660	1,980	7,921	25%
Accounting & payroll	264	792	3,168	25%
Computer services	79	238	951	25%
Assessment roll preparation* <sup>1</sup>	133	400	1,599	25%
Telephone	15	45	179	25%
Postage & reproduction	33	64	255	25%
Printing & binding	77	232	928	25%
Legal notices and communications	70	70	212	33%
Office supplies	-	59	141	42%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* <sup>1</sup>	-	10,200	10,788	95%
Miscellaneous (bank fees)	50	172	990	17%
Total administration services	<u>3,688</u>	<u>17,825</u>	<u>50,643</u>	35%
<b>Field management fees</b>				
Other contractual	594	1,782	7,129	25%
Total field management	<u>594</u>	<u>1,782</u>	<u>7,129</u>	25%
<b>Water management</b>				
NPDES program	-	-	597	0%
Other contractual services: lakes	5,375	8,193	32,831	25%
Other contractual services: wetlands	-	3,093	8,357	37%
Other contractual service: culverts/drains	-	-	7,163	0%
Other contractual services: lake health	100	100	1,194	8%
Aquascaping* <sup>1</sup>	-	-	3,582	0%
Capital outlay	-	-	1,791	0%
Repairs and maintenance (aerators)	772	834	1,791	47%
Total water management	<u>6,247</u>	<u>12,220</u>	<u>57,306</u>	21%

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

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	1,392	3,541	-	N/A
Electricity	928	2,514	10,373	24%
Contractual services-lightpole	-	-	7,544	0%
Total street lighting	<u>2,320</u>	<u>6,055</u>	<u>17,917</u>	34%
<b>Landscape services</b>				
Supervisor	1,314	3,897	23,575	17%
Personnel services	18,698	53,241	232,921	23%
Capital outlay	587	587	11,316	5%
Fuel	534	980	4,715	21%
Repairs and maintenance (parts)	500	1,047	7,544	14%
Insurance* <sup>1</sup>	-	4,310	4,641	93%
Minor operating equipment	401	918	3,772	24%
Horticulture dumpster	1,792	4,055	12,259	33%
Employee uniforms	261	782	5,469	14%
Chemicals	1,519	3,456	12,825	27%
Flower program* <sup>2</sup>	12,663	13,376	24,518	55%
Mulch program* <sup>2</sup>	14,402	14,888	15,654	95%
Plant replacement program* <sup>2</sup>	-	692	8,487	8%
Other contractual - tree trimming* <sup>1</sup>	-	556	2,388	23%
Other contractual - horticulturalist	-	-	377	0%
Other contractual - training	-	-	283	0%
Maintenance tracking software	-	-	3,772	0%
Contractual service-palm pruning	-	-	15,465	0%
Fountain maintenance	29	73	1,886	4%
Office operations	416	1,099	4,715	23%
Monument maintenance	-	-	2,829	0%
Total landscape services	<u>53,116</u>	<u>103,957</u>	<u>399,411</u>	26%
<b>Roadway services</b>				
Personnel	99	285	1,452	20%
Repairs and maintenance - parts	-	-	849	0%
Insurance	-	473	472	100%
Total roadway services	<u>99</u>	<u>758</u>	<u>2,773</u>	27%
<b>Parks &amp; recreation</b>				
Utilities	31	92	440	21%
Operating supplies	2	2	60	3%
Total parks and recreation	<u>33</u>	<u>94</u>	<u>500</u>	19%



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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
<b>Other fees &amp; charges</b>				
Property appraiser	-	145	145	100%
Tax collector	-	1,431	214	669%
Total other fees & charges	<u>-</u>	<u>1,576</u>	<u>359</u>	439%
Total expenditures	<u>66,097</u>	<u>144,267</u>	<u>536,038</u>	27%
Excess/(deficiency) of revenues over/(under) expenditures	195,156	295,119	15,000	
Fund balances - beginning	473,171	373,208	394,086	
Fund balances - ending	<u>\$ 668,327</u>	<u>\$ 668,327</u>	<u>\$ 409,086</u>	

\*<sup>1</sup> Typically an annual expense.

\*<sup>2</sup> Typically a seasonal expense.

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

	Bay Creek Enterprise Fund 451
<b>ASSETS</b>	
<b>Current assets:</b>	
Cash	
Truist	\$ 66,687
Bank United ICS	8,384
Bank United MM	2,000
Accounts receivable (customers)	6,791
WC deposit	35
Total current assets	<u>83,897</u>
<b>Noncurrent assets:</b>	
Capital assets	
Property, plant and equipment	24,570
Irrigation system	596,951
Less accumulated depreciation	<u>(567,646)</u>
Total capital assets, net of accumulated depreciation	<u>53,875</u>
Total noncurrent assets	<u>53,875</u>
Total assets	<u>137,772</u>
<b>LIABILITIES</b>	
<b>Current Liabilities:</b>	
Customer deposits	12,154
Due to Bay Creek general fund 101	87,819
Total current liabilities	<u>99,973</u>
<b>NET POSITION</b>	
Net investment in capital assets	53,875
Unrestricted	<u>(16,076)</u>
Total net position	<u>\$ 37,799</u>

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Operating revenues</b>				
Charges for services:				
Assessment levy - net	\$ 44,189	\$ 73,906	\$ 81,442	91%
Irrigation	13,435	33,263	259,000	13%
Total operating revenues	<u>57,624</u>	<u>107,169</u>	<u>340,442</u>	31%
<b>Operating expenses</b>				
<b>Administrative services</b>				
Supervisors	269	511	3,230	16%
Engineering	-	74	1,250	6%
Legal	-	129	1,500	9%
Audit	500	500	2,500	20%
Management	356	1,067	4,267	25%
Accounting & payroll	117	350	1,400	25%
Computer services	35	105	420	25%
Utility billing	1,087	3,238	11,000	29%
Telephone	6	19	78	24%
Postage & reproduction	15	28	113	25%
Printing and binding	34	102	410	25%
Legal notices and communications	31	31	94	33%
Office supplies	-	26	63	41%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* <sup>1</sup>	-	3,400	3,364	101%
Miscellaneous	22	76	438	17%
Total administrative services	<u>2,472</u>	<u>9,691</u>	<u>30,186</u>	32%
<b>Field management services</b>				
Other contractual services	263	788	3,150	25%
Total field management services	<u>263</u>	<u>788</u>	<u>3,150</u>	25%
<b>Water management services</b>				
NPDES program	-	-	459	0%
Other contractual services: lakes	4,126	6,298	25,231	25%
Other contractual services: wetlands	-	2,377	6,423	37%
Other contractual services: culverts/drains	-	-	5,505	0%
Other contractual services: lake health	77	77	918	8%
Aquascaping* <sup>1</sup>	-	-	2,753	0%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	594	641	1,376	47%
Total water management services	<u>4,797</u>	<u>9,393</u>	<u>44,041</u>	21%

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	1,835	0%
Total landscape services	<u>-</u>	<u>-</u>	<u>1,835</u>	0%
<b>Roadway services</b>				
Personnel	41	118	1,239	10%
Repairs and maintenance - parts	-	-	918	0%
Insurance	-	462	750	62%
Total irrigation supply services	<u>41</u>	<u>580</u>	<u>2,907</u>	20%
<b>Irrigation supply services</b>				
Personnel	1,144	3,378	16,750	20%
Reclaimed water	18,533	26,656	100,000	27%
Repairs and maintenance - parts	368	1,932	6,250	31%
Insurance* <sup>1</sup>	-	4,070	4,870	84%
Meter costs	284	1,084	1,875	58%
Other contractual services	188	563	2,250	25%
Electricity	2,413	6,677	22,500	30%
Pumps & machinery	884	1,791	18,750	10%
Depreciation	1,250	3,750	15,000	25%
Total irrigation supply services	<u>25,064</u>	<u>49,901</u>	<u>188,245</u>	27%
Total operating expenses	<u>32,637</u>	<u>70,353</u>	<u>270,364</u>	26%
Operating income/(loss)	24,987	36,816	70,078	
Nonoperating revenues/(expenses)				
Interest income	27	84	125	67%
Miscellaneous income	-	-	700	0%
Total nonoperating revenues	<u>27</u>	<u>84</u>	<u>825</u>	10%
Change in net position	25,014	36,900	70,903	
Total net position - beginning	12,785	899	11,071	
Total net position - ending	<u>\$ 37,799</u>	<u>\$ 37,799</u>	<u>\$ 81,974</u>	

\*<sup>1</sup> 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**

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held a Public Hearing and Joint Regular Meeting on December 9, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public could 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 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
Mary McVay	Assistant Secretary
Gary Durney (via phone/Zoom)	Assistant Secretary
Jerry Addison (via phone/Zoom)	Assistant Secretary

**Also present:**

Chuck Adams (via phone/Zoom)	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic	District Counsel
Frank Savage	District Engineer
Paul Kemp	Field Manager
Andy Nott	Superior Waterway
Patrick McGinnis	Palermo Board of Directors
Don Hulgass	Palermo Building Manager
Anne Cramer	Resident
Ellen Dennis (via phone/Zoom)	Resident
Bill Dietz	Resident & Pelican Landing Eco Club Advisory Group Member

**FIRST ORDER OF BUSINESS****Call to Order/Phone Silent Mode/Pledge of Allegiance**

Mrs. Adams called the meeting to order at 2:00 p.m.

All present recited the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS****Roll Call**

For Bayside Improvement CDD, Supervisors Gravenhorst, Cramer, McCarthy, Nicholson and Supervisor-Elect Montgomery were present.

For Bay Creek CDD, Supervisors Travers, McVay and Supervisor-Elect Janek were present. Supervisor Durney and Supervisor-Elect Addison attended via telephone.

**On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in favor, authorizing the attendance and full participation of Mr. Jerry Addison and Mr. Gary Durney, via phone/Zoom, due to exceptional circumstances, was approved.**

▪ **Presentation: Palermo Drainage Issues in Parking Garage**

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

Palermo Board of Director Patrick McGinnis and the Palermo Building Manager Don Hulgass gave a PowerPoint presentation outlining the drainage issues in the Palermo garage and in front of the Palermo building. He noted the causes, actions taken, impacts to homeowners and likely actions for CDD remediation.

Regarding the pipe Roto-Rooter and MRI cleaned, from the garage across Pelican Colony Boulevard, Mrs. Adams stated it is not a CDD pipe. Mr. Kemp thinks the drainage issue is originating from an unmarked structure east of the marked-up area of the map, as MRI removed sediment surrounding the palm trees. MRI recommends removing built up vegetation and installing riprap in the wetland natural area.

Mr. Savage stated the CDD would be responsible for remediation of the pipe/drainage if the impact is occurring upstream of CDD infrastructure. Mrs. Adams discussed the CDDs' rotating pipe inspection and cleaning policy. She stated that problems that arise before routine inspections are addressed immediately.



Discussion ensued regarding factoring in past storm events, the possibility that the crane used to replace the building roof was a contributing factor in soft areas, considering causes before involving the District Engineer, elevation parameters for a 100-year storm being separate from the Federal Emergency Management Agency (FEMA) establishing flood and finish floor elevations in flood areas and the water on the floor of the garage being an ongoing issue.

Mr. Savage was directed to review the original design parameters and permitting calculations and compare them against the current data, in addition to identifying responsibilities. MRI will review district pipes and grates, while the HOA reviews their pipes.

### THIRD ORDER OF BUSINESS

#### Public Comments: Agenda Items

Resident Anne Cramer expressed concern about proposed drainage elevations that do not connect to the CDD drainage pipe on lots adjacent to 3620 Fiddlehead Court, specific to the Eleventh and Twelfth Orders of Business, and that it might impact her and her neighbor's properties. Mrs. Adams stated this will be addressed when those agenda items are presented.

Ms. Cramer asked that the remediation plan discussed in April to correct the irrigation issues at the roundabout and the Pennyroyal berm, and the CDD working with the Landscape Committee to install deficient planting, will occur sometime soon.

### FOURTH ORDER OF BUSINESS

#### Presentation: Palermo Drainage Issues in Parking Garage

This item was presented following the Second Order of Business.

### BAYSIDE IMPROVEMENT CDD ITEMS

### FIFTH ORDER OF BUSINESS

#### Administration of Oath of Office to Newly Elected Supervisors [Karen Montgomery – Seat 1, Walter J. McCarthy – Seat 3, William J. Nicholson – Seat 5] (the following to be provided in separate package)

Mrs. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Karen Montgomery, Mr. Walter J. McCarthy and Mr. William J. Nicholson. She and Mr. Urbancic explained the following:

#### A. Required Ethics Training and Disclosure Filing

- 114           •       **Sample Form 1 2023/Instructions**
- 115   **B.       Membership, Obligations and Responsibilities**
- 116   **C.       Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- 117   **D.       Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public**
- 118           **Officers**

119

120   **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01,  
Electing and Removing Officers of the  
District and Providing for an Effective Date**

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124           Mrs. Adams presented Resolution 2025-01. Ms. Montgomery nominated the following:

125                   Walter McCarthy                   Chair

126                   William Nicholson                   Vice Chair

127                   Karen Montgomery                   Assistant Secretary

128                   Gail Gravenhorst                   Assistant Secretary

129                   Bernie Cramer                   Assistant Secretary

130           No other nominations were made.

131           The following prior appointments by the Board remain unaffected by this Resolution:

132                   Chuck Adams                   Secretary

133                   Craig Wrathell                   Assistant Secretary

134                   Craig Wrathell                   Treasurer

135                   Jeff Pinder                   Assistant Treasurer

136

137           **On MOTION for Bayside by Ms. Montgomery and seconded by Ms. Gravenhorst,**  
138           **with all in favor, Resolution 2025-01, Electing, as nominated, and Removing**  
139           **Officers of the District and Providing for an Effective Date, was adopted.**

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142   **BAY CREEK CDD ITEMS**143   **SEVENTH ORDER OF BUSINESS**

**Administration of Oath of Office to Newly  
Elected Supervisors [Jerry Addison – Seat 1,  
James Janek – Seat 3] (the following to be  
provided in separate package)**

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Mrs. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. James Janek. The Oath of Office will be administered to Supervisor-Elect Jerry Addison at or before the next meeting.

**A. Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Instructions**

**B. Membership, Obligations and Responsibilities**

**C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

**D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date**

Mrs. Adams presented Resolution 2025-01. Mr. Travers nominated the following:

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

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Chuck Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

Supervisor-Elect Jerry Addison was informed he is unable to vote on CDD matters until the Oath of Office is administered.

**On MOTION for Bay Creek by Mr. Travers and seconded by Ms. McVay, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

## NINTH ORDER OF BUSINESS

Bay Creek Public Hearing on Adoption of  
Irrigation Rates

## A. Proof/Affidavits of Publication

B. Consideration of Resolution 2025-02 Amending the District's Rules Relative to its  
Irrigation Utility Regulations and Rates and Charges for Utility Service; and Providing an  
Effective Date

Mrs. Adams presented Resolution 2025-02. Mr. Adams recalled that the CDD budget was based on the irrigation rate changes and recommended approval.

On MOTION for Bay Creek by Mr. Travers and seconded by Ms. McVay, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in favor, the Public Hearing was closed.

On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Janek, with all in favor, Resolution 2025-02 Amending the District's Rules Relative to its Irrigation Utility Regulations and Rates and Charges for Utility Service; and Providing an Effective Date, was adopted.

## TENTH ORDER OF BUSINESS

Ratification of NPDES – Cycle 5 Year 6  
Annual Report

Mrs. Adams presented the revised National Pollutant Discharge Elimination System (NPDES) Cycle 4 Year 7 Annual Report for ratification; this is necessary due to Bay Creek CDD's lack of quorum at the last meeting. It was later noted by the District Engineer that the title of this agenda item is incorrect; the Report being ratified is the Cycle 4 Year 7 Annual Report.

Mr. Durney asked for the accounting figures supporting Section 4A of the NPDES Report.

On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in favor, the Revised National Pollutant Discharge Elimination System (NPDES) Cycle 4 Year 7 Annual Report, was ratified.

**JOINT BUSINESS ITEMS****ELEVENTH ORDER OF BUSINESS**

**Staff Report: District Engineer – Barraco and Associates, Inc.**

Mr. Savage stated that the title of the Tenth Order of Business is incorrect; it is the NPDES Annual Report for Cycle 4 Year 7.

**A. Discussion: Proposed Single-Family Residence at 3520 Fiddlehead Court Abutting District Lake C3**

Mr. Savage stated that, as a courtesy, his office provided information about the drainage on the lot to the homeowner's Landscape Architect. Since this is not a direct CDD matter, no further action will be taken unless directed by the Board.

Mrs. Adams stated that this matter originated from Mr. Cramer about surrounding drainage concerns where a new home is being built. She included it in the agenda to determine if the Board wants to expend funds for District Staff to research it further.

Board Members suggested that the Design Review Committee (DRC) advise the homeowner to obtain a survey to clarify elevation issues, to find out what the elevation for generators is supposed to be and review the permits with the City's Building Department.

**TWELFTH ORDER OF BUSINESS****Discussion Littorals on Lake A-6**

Mrs. Adams asked if the Boards want to proceed with the Service Agreement to cut, remove and spray 35' of Cana at Lake A-6 and replace it with 125' of Spikerush. She noted that proceeding will set a precedent for future resident to make requests that are based on personal aesthetic preferences.

Discussion ensued regarding criteria for maintaining littorals.

**On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in favor, tabling the Superior Waterway Services, Inc. Service Agreement to cut, remove and spray 35' of Cana at Lake A-6 and replace it with 125' of Spikerush, was approved.**

**On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Gravenhorst, with all in favor, tabling the Superior Waterway Services, Inc. Service Agreement**

to cut, remove and spray 35' of Cana at Lake A-6 and replace it with 125' of Spikerush, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Treatment Report: November 2024 - Superior Waterway Services, Inc. (Andy Nott)**

Mr. Nott presented the monthly Treatment Report

- **Continued Discussion: Lake A-16 E-Coli Test Report**

Mr. Nott stated that the test results detected the presence of human E. Coli in Lake A-16.

Mr. Savage stated he will notify Bonita Springs Utilities (BSU) of the test results and determine if the four original model homes still have septic systems or if they were removed properly. It was noted that Mr. Kayne researched and confirmed that Lake A-16 is the final lake in a series of cascading interconnected lakes. Mr. Savage was asked to add the lift station at Canoe Park in his review with BSU..

The Boards agreed with Mr. McCarthy's involvement and attending meetings with Mr. Savage and BSU.

Mr. McCarthy provided Mr. Savage with a Pelican Landing resident email with suggestions about this matter.

**FOURTEENTH ORDER OF BUSINESS****Committee Reports****A. PLCA Landscape Committee**

There was no report.

**B. Colony Landscape Committee**

The Colony Landscape Committee Report was included for informational purposes.

As Mr. Kemp activated the meter on the CDD account in response to the Cielo representative requesting the CDD repair lighting at their monument, Mr. Kemp stated he will work with HOA Management on correcting this, as it is the responsibility of individual HOAs.

**FIFTEENTH ORDER OF BUSINESS**

**Update: Maintenance Site Deferred Maintenance Summary of Costs**

Mr. McCarthy stated that he received the plans from the original Johnson Engineering Engineer yesterday, which will assist him in filing the application for the permit. He will provide monthly updates. He expects the Zoning permits and Development Orders process to take several months.

**SIXTEENTH ORDER OF BUSINESS****Discussion/Consideration: Colony Street Lighting Items**

Mrs. Adams presented the following and noted additional proposals are being obtained:

**A. Proposal for Rehabilitation of Street Lights**

**I. Bentley Electric Co of Naples, Fl Inc. #24-498 [The Colony Streetlights]**

**II. Florida Painters [Exterior Painting of The Colony Streetlights]**

Discussion ensued regarding reordering projects, starting with straightening, painting and then replacing. The Colony Board's hope is to complete the project in a timely manner.

**B. W.J. Johnson & Associates Report [Inspection of Roadway Street Lights]**

This item was included for informational purposes.

**SEVENTEENTH ORDER OF BUSINESS****Presentation of Monthly Year-End Financial Forecast (under separate cover)**

There was no Year-End Financial Forecast this month.

**EIGHTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of October 31, 2024**

The Unaudited Financial Statements as of October 31, 2024 were included for informational purposes. Mr. McCarthy asked Mr. Adams to provide an update on Bayside CDD's year-to-date non-operating revenues.

Discussion ensued regarding the Enterprise Fund 451 "Irrigation" Operating revenues budget.

The financials were accepted.

**NINETEENTH ORDER OF BUSINESS****Approval of Minutes****A. October 28, 2024 Joint Regular Meeting**



On MOTION for Bayside by Mr. McCarthy and seconded by Mr. Cramer, with all in favor, the October 28, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in favor, the October 28, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

**B. September 23, 2024 Joint Regular Meeting (Bay Creek)**

This item was included on the agenda, due to the Bay Creek CDD's lack of a quorum at the last meeting.

On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in favor, the September 23, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

**TWENTIETH ORDER OF BUSINESS**

**Action/Agenda Items**

It was noted that the Action Items list will be updated following the meeting.

**TWENTY-FIRST ORDER OF BUSINESS**

**Old Business**

There was no old business.

**TWENTY-SECOND ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Coleman Yovanovich Koester, P.A. [Gregory Urbancic, Esq.]**

Mr. Urbancic reminded the Board Members to complete the required four hours of ethics training by December 31, 2024. Completion of the requirement will be noted when filing Form 1 in 2025.

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

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

There was no report.

**II. NEXT MEETING DATE: January 27, 2025 at 2:00 PM**

360 ○ **QUORUM CHECK: BAYSIDE IMPROVEMENT CDD**

361 ○ **QUORUM CHECK: BAY CREEK CDD**

362 All Bayside Supervisors confirmed their attendance at the January 27, 2025 meeting.

363 All Bay Creek Supervisors confirmed their attendance at the January 27, 2025 meeting.

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365 **TWENTY-THIRD ORDER OF BUSINESS**

**Supervisors' Requests**

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367 Ms. Gravenhorst stated that she received a request for Mr. Adams to determine if the  
368 CDD is responsible for trimming and cleaning up areas by Cielo. She asked for that information  
369 to be emailed to Ms. Haber and Ms. Gravenhorst.

370 Mr. Janek asked who maintains the streetlights on Burnt Pine Drive. It was noted that the  
371 City maintains them. Mr. Janek stated funding to participate with the maintenance building was  
372 found.

373 Mr. Durney informed Mr. Kemp that the Christmas lights on the south entrance were not  
374 working.

375 Ms. Montgomery voiced her opinion that the main gate fountain is poorly lit. Mr. Kemp  
376 stated he will determine if they need to be replaced or cleaned.

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378 **TWENTY-FOURTH ORDER OF BUSINESS**

**Public Comments: Non-Agenda Items**

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380 No members of the public spoke.

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382 **TWENTY-FIFTH ORDER OF BUSINESS**

**Adjournment**

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384 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery,**  
385 **with all in favor, the Bayside Improvement CDD meeting adjourned at 4:03 p.m.**

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387 **On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in**  
388 **favor, the Bay Creek CDD meeting adjourned at 4:03 p.m.**

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392 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

393 **FOR BAYSIDE IMPROVEMENT:**

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Secretary/Assistant Secretary

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Chair/Vice Chair

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401 **FOR BAY CREEK:**

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Secretary/Assistant Secretary

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Chair/Vice Chair

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

**15**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**ACTIVE / ONGOING – NEW 12.09.24 MEETING**

1. Mr. Savage: Review original design parameters and permitting calculations and compare against current data. Identify responsibilities regarding Palermo drainage issues in parking garage. Have MRI review District pipes and grates, while the HOA reviews their pipes. **ONGOING**
2. Mr. Adams: Provide accounting figures supporting Section 4A of NPDES Report to Mr. Durney. **ONGOING**
3. Mr. Savage: Inform Bonita Springs Utilities (BSU) that human E-Coli was identified on Lake A-16. Confirm if the four original model homes still have septic systems or if they were removed properly. Ask about the lift station at Canoe Park. Review Pelican Landing resident email with suggestions about this. **ONGOING**
4. Mr. Kemp: Work with management on transferring CDD meter to the HOA meter for pairing the CDD lighting with the Cielo monument. **ONGOING**
5. Mr. Kemp: Provide monthly updates regarding status of filing permit application. **ONGOING**
6. Mr. Kemp: Obtain additional proposals regarding The Colony Street Lighting Items. **ONGOING**
7. Mr. Adams: Provide update on Bayside CDD's year-to-date non-operating revenues to Mr. McCarthy. **ONGOING**
8. Mr. Kemp: Provide info to Mr. Adams to determine if CDD is responsible for trimming and cleaning up areas by Cielo. Mr. Adams: Email info to Ms. Haber & Ms. Gravenhorst. **ONGOING**
9. Mr. Kemp: See if main gate fountain lights need to be replaced or cleaned. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**ACTIVE / ONGOING – CARRY OVER FROM 10.28.24 MEETING**

1. Mr. Savage: Contact Bonita Springs Utilities (BSU) to determine which homes are not connected. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**ACTIVE /ONGOING – CARRIED OVER OLDER THAN 09.23.24**

- 1.** Mr. Savage: Verify contract addressed all remediation pertaining to Infinity Project and that NDPES preventions are in place. **ONGOING**
- 2.** Mr. McCarthy: Contact Lee County re: Maintenance & Admin Facility building. **ONGOING**
- 3.** Mr. Adams: Send materials to Mr. Hoppensteadt with suggestion to re-evaluate Pennyroyal berm. **ONGOING**
- 4.** Paul Kemp: Send fire bush treatment schedule to Ms. McVay. **ONGOING**
- 5.** Chuck Adams: Prep & send memo of historical intent between Bay Creek HOA and the CDD. **Completed after 12.09.24 mtg.**
- 6.** Mr. Kemp: Send contractor's schedule to connect the bypass to Mr. Francis upon receipt. **ONGOING**
- 7.** Mr. Savage: Schedule on-site meeting with Mr. Cramer at Lake A-23 to address questions about the soil samples and drainage issues. **ONGOING**
- 8.** Ms. Hughes: Provide Mr. Kemp life span of PLCA's various plants. **ONGOING**
- 9.** 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 – MOST RECENT TO OLDEST**

1. Mr. Savage: Forward revisions to NPDES Annual Report before submission. **COMPLETED 12.09.24**
2. Mr. Nott: Test affected lakes for human E. coli contamination. **COMPLETED 12.09.24**
3. Mrs. Adams: The annual NPDES Report to be included in The Landings publication once edits are completed. **COMPLETED 12.09.24**
4. Mr. Nott: Reevaluate treatment of Lake A-16 during dry season. **COMPLETED 10.28.24**
5. Mr. Savage: Present draft National Pollutant Discharge Elimination System (NPDES) Annual Report to the Boards at the next or following meeting. **COMPLETED 10.28.24**
6. Mr. Savage: Include NPDES Annual Report in next meeting agenda. **COMPLETED 10.28.24**
7. Mr. Nott: Present phosphorus & nitrogen nutrient test results. **COMPLETED 10.28.24**
8. Mr. Nott: Superior Waterway Services, Inc., to test Lakes A-8 & A-16 for possible source of E. coli contamination. **COMPLETED 10.28.24**
9. Mrs. Adams: Send E. coli results to agencies. **COMPLETED 10.28.24**
10. Mr. Adams: Schedule call w/ Mr. McCarthy and Johnson Eng. **COMPLETED 10.28.24**
11. Mr. Nott/Mrs. Adams: Send Superior Work Authorization to test CDD lakes to Mrs. Adams to distribute to Boards. **COMPLETED 09.23.24**
12. Present proposed Engineer Contract at next meeting. **COMPLETED 09.23.24**
13. Mr. Adams: BC Enterprise Fund/451: Visit irrigation user fees/charges. Prep spreadsheet for base monthly & irrigation user fees, use methodology from 30 years ago. Research applying base rate to golf course. Review neighborhood densities & original Methodology. Prep spreadsheet of owner vs golf course revenues for a few years. **COMPLETED 09.23.24**
14. Mr. Adams: Proceed with Lake Mont Village irrigation project upon receipt of Lake Mont Village 50% cost share payment. **COMPLETED 09.23.24**
15. Mr. Adams: Prep MOU-residents maintaining behind McPhail & 2 other homes. **COMPLETED 09.23.24**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**COMPLETED ITEMS – MOST RECENT TO OLDEST**

16. CDD Administrators: Create plan of how they would build the facility, to compare it against the W. J. Johnson Engineering proposal. **DELETED 09.23.24**
17. Mr. Adams: Make additional budget adjustments to the Proposed Fiscal Year 2025 budget, as discussed and correct the Assessment Summary Table formatting issues throughout the document. **COMPLETED after 08.26.24 meeting**
18. Mr. Kemp: Follow up on clogged drainage culvert, why Colony Foundation had Village of Estero on site & email site location to Mrs. Adams. **COMPLETED after 08.26.24 meeting**
19. Mr. Adams: Provide cash flow information on how he arrived at the “Revenues-Interest” amount for the Fiscal Year 2025 budget, for the next meeting. **COMPLETED 08.26.24**
20. Mr. Adams: Re: lake health, include “Discussion on whether to switch testing areas” as an agenda item just before the contract is about to expire. **COMPLETED 08.26.24**
21. Mr. Adams: Correct title of Roster depicting merit increases and update highlighted areas before finalizing and sending to the Boards. **COMPLETED 08.26.24**
22. Mr. Adams: Confirm the \$492 assigned to the “Professional Fees-Other current charges” budget line item are the BankUnited fees. **COMPLETED 08.26.24**
23. Mr. Adams: Review Pg 17 & percentages for all expenses. Calculate cost share for “Water management services” line item Enterprise Fund 401/451 budget. **COMPLETED 08.26.24**
24. Mr. Adams/Mr. Urbancic: Put “Discussion of W.J. Johnson contract” on agenda, provide update on W.J. Johnson contract & invite Mr. Franzoi to nxt mtg. **COMPLETED 08.26.24**
25. Mr. Kemp: Send cost to maintain annuals to Ms. Gravenhorst. **COMPLETED 08.26.24**
26. Mr. Steets/Grau & Associates: Make a note for next year’s audit, to clarify the number of District employees is correctly reflected in each CDD audit. **COMPLETED 08.26.24**
27. Mr. Adams: Provide the Boards with a list of Independent contractors to reconcile the information in each CDD audit. **COMPLETED 08.26.24**
28. PLCA: Inspecting its injector pump station to see if they can detect E. Coli, which was identified in Lake A-16. **COMPLETED 08.26.24**
29. Mr. Adams: Obtain proposals from Superior Waterway and similar vendors to provide Water Quality Monitoring and Reporting services. **COMPLETED 08.26.24**
30. Mr. Nott: Sample Lakes A-16 and A-17 upstream of the last weir for E. coli and try to determine if the source is human or ariary. **COMPLETED 08.26.24**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**COMPLETED ITEMS – MOST RECENT TO OLDEST**

- 31.** Mr. Kemp: Inspect monument wall for damages where ficus trees were removed. **COMPLETED 08.26.24**
- 32.** Mr. Adams: Proposed FY25 General Fund 002 Budget. add \$25,000 in Surplus Funds, \$15,000 in the General Fund 001 Budget & keep Enterprise Fund 201 assessments flat. **COMPLETED 08.26.24**
- 33.** Mr. Adams: Confirm \$40,000 assigned to Utility Billing is sufficient. **COMPLETED 08.26.24**
- 34.** Mr. Cramer: Send prior PLCA Hurricane Preparedness communication to Mr. Adams and Mr. Hoppensteadt to use to prepare one for the CDDs, etc. **COMPLETED 08.26.24**
- 35.** Mr. Savage: Give update to Mr. Cramer re: Infinity soil testing. **COMPLETED 08.26.24**
- 36.** Mr. Adams: With Landscape Committee guidance, work w/ Field Management on remediation plan for berm by Pennyroyal Drive. **COMPLETED 08.26.24**
- 37.** Mr. Kayne: Advise Mr. Barraco to amend DO letter to include add'l language under Stipulation #4. 10.23.23 Mr. Adams: Get status from Mr. Barraco. **COMPLETED 08.26.24**
- 38.** Mr. Adams: Ascertain from Tax Collector the number of accounts that have not paid assessments and email to the CDD Boards. **COMPLETED 08.26.24**
- 39.** Mr. Adams: Email WCI/PLCA Quit Claim Deed to Mr. Urbancic. **COMPLETED 08.26.24**
- 40.** Mr. Adams: Add "Field Operations parts replacement" budget line item & incorporate Mr. Kemp's figures & cost to install flashing lights on ATVs. **COMPLETED 08.26.24**
- 41.** BOS: Notify Mr. Adams if attending non-CDD meetings. **COMPLETED 08.26.24**
- 42.** Mr. Adams: Schedule visit with Mr. Zimmerman to see demonstration of new straight trimmer and give suggestions for improvement to the BMPs, if any. **COMPLETED 08.26.24**
- 43.** Staff: Place all 3 previously approved projects into one contract with the not-to-exceed amount being the total cost of the three projects and negotiate with W.J. Johnson for that total to be the not-to-exceed amount for the scope of work. **COMPLETED 07.29.24**
- 44.** Mr. Adams: Discuss whether to include sums for the streetlights in The Colony in order to refresh the painting, repair and correct leaning light poles and unify the lighting with the designated 3000K (warm light) bulbs **COMPLETED 07.29.24**
- 45.** Staff: Schedule catch basin cleaning behind tennis court dumpster. **COMPLETED 07.29.24**
- 46.** Mr. Savage: Provide status of National Pollutant Discharge Elimination System (NPDES) MS4 permit, due to Lee County at end of June 2024. **COMPLETED 07.29.24**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**COMPLETED ITEMS – MOST RECENT TO OLDEST**

47. Mr. Savage: Provide proposal for FY25 Water Quality Report. **COMPLETED 07.29.24**
48. Mr. Adams: Include latest projected forecasted year-end totals in proposed FY2025 budgets to review at budget workshop. **COMPLETED 07.29.24**
49. Mr. Nott: Credit LED lighting shipping cost to CDDs, if warranted. **COMPLETED 07.29.24**
50. Mr. Franzoi: Adjust proposal amounts for Maintenance & Admin. Facility below bid threshold & present, with building specs at the next meeting. **COMPLETED 07.29.24**
51. Mr. Adams: Email financial positions to Boards. Have “miscellaneous income” budget line item for both CDDs moved under the Operating Revenues section. **COMPLETED 07.29.24**
52. Mr. Nott: Address floating debris in Lake B-7 & fountain not working. **COMPL 07.29.24**
53. Mr. Adams: Work w/ Mr. Kemp; review Longlake Village valve project. **COMP 07.29.24**
54. Mr. Willis & Mr. Kemp: Work together on the Colony light bulb replacement project and painting the light poles. **COMPLETED 07.29.24**
55. Mr. Adams. Research & advise Mr. Durney info on \$10,000 assigned to the “Nonoperating revenues/(expenses)-Miscellaneous income” budget line item. **COMPLETED 07.29.24**
56. Mr. Kemp: Prep list resources that can be done for Scope of Space Constraint Project & Scope for Deferred Maint, & resources needed on an ongoing basis. **COMPLETED 07.29.24**
57. Staff: Obtain quote from W.J. Johnson for entire scope of services split into 3 proposals; restoration, space optimization and zoning permit. **03.25.24** Mr. Nicholson: Work w/ Mr. Adams and Johnson & Assoc on scope & new proposals w/ Fee Schedule. **COMP 07.29.24**
58. Mr. Adams: Follow-up w/ BankUnited on status of earned interest. **COMPLETED 07.29.24**
59. Mr. Adams: Discuss interest owed to Bayside from Bay Creek, due to \$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 **COMPLETED 07.29.24**
60. Mr. Nott: Obtain salinity test and address reinstallation of littorals during the rainy season. Lake behind Ms. McVay’s home, Lake D-9. **COMPLETED 07.29.24**
61. Mr. Nicholson: Point person w County/other entities, re: Space Optimization of Maintenance & Administrative Facility on Coconut Rd, in cons. w/ Staff. **COMP 07.29.24**
62. Mr. Adams: Resch charging interest if BI loan to BC is not paid by FY24. **COMP 07.29.24**
63. Mr. Adams: Fix budget Pg 18 “Utility billing” calculation descrip. **COMPLETED 07.29.24**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs  
ACTION/AGENDA ITEMS**

**COMPLETED ITEMS – MOST RECENT TO OLDEST**

- 64.** 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. **COMPLETED 07.29.24**
- 65.** Mr. Nott: Schedule technician to apply blue dye in Lake A-16 and provide a proposal which reduces the nutrients in the lake. **COMPLETED 06.24.24**
- 66.** Mr. Adams: Advertise RFQ for Engineering Services for Section B Maintenance Facility Deferred Maintenance Items. **COMPLETED 06.24.24**
- 67.** Mr. Adams: Split cost 50/50 with Pelican Nest Golf Course to install new roof on Bay Creek Pump Station on Greenview Dr. **COMPLETED 06.24.24**
- 68.** Mr. Nott: Schedule technician to apply blue dye in Lake A-16 and provide a proposal which reduces the nutrients in the lake. **COMPLETED 06.24.24**
- 69.** Mr. Adams: Check status of future statements including interest earned amounts, transferring “Due to Bayside CDD” monies & closing Wells Fargo Acct. Find out if any properties are going through the tax certificate sale process. **COMPLETED 06.24.24**

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

**STAFF  
REPORTS**

BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT AND BAY CREEK COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 JOINT MEETING SCHEDULE		
LOCATION		
<i>Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 28, 2024	Regular Meeting	2:00 PM
December 9, 2024*	Public Hearing & Regular Meeting <i>Irrigation Rates (Bay Creek)</i>	2:00 PM
January 27, 2025	Regular Meeting	2:00 PM
February 24, 2025	Regular Meeting	2:00 PM
March 24, 2025	Regular Meeting	2:00 PM
April 28, 2025	Regular Meeting	2:00 PM
May 19, 2025**	Regular Meeting <i>Presentation of FY26 Proposed Budget</i>	2:00 PM
June 23, 2025	Regular Meeting	2:00 PM
July 18, 2025	Budget Workshop	9:00 AM
July 28, 2025	Regular Meeting	2:00 PM
August 25, 2025	Public Hearing and Regular Meeting <i>Adoption of FY26 Proposed Budget</i>	2:00 PM
September 22, 2025	Regular Meeting	2:00 PM
Join Zoom Meeting: <a href="https://us02web.zoom.us/j/84137772934">https://us02web.zoom.us/j/84137772934</a> Meeting ID: 841 3777 2934 Dial: 1 929 205 6099 US Meeting ID: 841 3777 2934		

#### Exceptions

\*December meeting date is two (2) weeks earlier to accommodate the holidays.

\*\*May meeting date is one (1) week earlier to accommodate the Memorial Day holiday.