

**BAYSIDE IMPROVEMENT
AND BAY CREEK**

**COMMUNITY DEVELOPMENT
DISTRICTS**

February 26, 2024

BOARD OF SUPERVISORS

**JOINT REGULAR
MEETING AGENDA**

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

**AGENDA
LETTER**

Bayside Improvement and Bay Creek

Community Development Districts

OFFICE OF THE DISTRICT MANAGER

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

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

February 19, 2024

ATTENDEES:

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

Boards of Supervisors

Bayside Improvement and Bay Creek Community Development Districts

Dear Board Members:

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District will hold a Joint Regular Meeting on February 26, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public may participate in the meeting, via Zoom, at <https://us02web.zoom.us/j/84137772934>, Meeting ID: **841 3777 2934** or via conference call at **1-929-205-6099**, Meeting ID: **841 3777 2934**. The agenda is as follows:

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

JOINT BUSINESS ITEM(S)

4. Staff Report: District Engineer – *Barraco and Associates, Inc.*
5. Waterway Inspection Report: February 2024 – *Superior Waterway Services, Inc. (Andy Nott)*
6. Space Optimization Overview Presentation
7. Continued Discussion: Cane Toad Control Proposals
 - A. Pesky Varmints, LLC Estimate #1911
 - B. Southern Trappers
8. Consideration of Bentley Electric Co of Naples, FL, Inc. Proposal 24-138 to Retrofit Streetlights
9. Consideration of Aquatic Pool Repair, Inc. Estimate #596 to Replace Lights at the Colony South Gate Fountain

10. Consideration of Superior Waterway Services, Inc. Fountain Management Agreement
11. Discussion/Consideration of Proposals to Resolve Storm Drain Issue at 24001 Addison Place CT
 - A. MRI Underwater Specialists, Inc. Inspection Report
 - B. MRI Inspection, LLC #4483 Band Pipe Installation
 - C. MRI Construction, Inc. #114 CIPP UV Linear Installation
12. Continued Discussion: Irrigation Water Usage Compliance and Conservation
13. Committee Reports
 - A. PLCA Landscape Committee
 - B. Colony Landscape Committee
14. Presentation of Monthly Year-End Financial Forecast (*under separate cover*)
15. Acceptance of Unaudited Financial Statements as of January 31, 2024
16. Approval of January 22, 2024 Joint Regular Meeting Minutes
17. Action/Agenda Items
18. Old Business
19. Staff Reports
 - A. District Counsel
 - I. *Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.*
 - II. *Daniel Cox, Esq.*
 - B. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. Monthly Status Report: Field Operations
 - II. NEXT MEETING DATE: March 25, 2024 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

- 20. Supervisors' Requests
- 21. Public Comments: *Non-Agenda Items*
- 22. 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**

6

CDD Maintenance Facility

Space Optimization Project +
Deferred Maintenance Project =
CDD Maintenance Facility 2.0

Space Optimization Project 1 of 2

- ▶ Objective: Protect rolling assets that won't fit inside the building
 - ▶ Extend equipment life, reduce capital costs
- ▶ Concept site plan / layout developed
 - ▶ New storage structure and restored landscaping
- ▶ Favorable review with Lee County on Feb 1st, 2024

Space Optimization Project 2 of 2

- ▶ “Straw” scope of building design developed and distributed in February “pre read” book
- ▶ CDD maintenance site photos provided for reference / convenience (Chuck to project Paul’s photo deck)
- ▶ Photos revealed additional accumulated site needs
 - ▶ Accumulated deferred Maintenance needs to be addressed
 - ▶ We avoided maintenance improvements as long as we can

Deferred Maintenance Project Scope 1 of 3

- ▶ “Straw” scope of work developed and distributed in February “pre read” book
- ▶ Power wash / paint perimeter masonry wall (both sides)
 - ▶ Original ~18 year old paint faded / stained
 - ▶ Buildings typically repainted every 7 years
- ▶ Power wash / paint maintenance and “out” buildings
 - ▶ Exterior and interior
 - ▶ Original paint is faded / aged

Deferred Maintenance Project Scope 2 of 3

- ▶ Mill / repave asphalt (roadway at end of useful life)
 - ▶ Extensive cracking, potholes, water retention, deterioration
- ▶ Purchase used grinder / chipper
 - ▶ Excessive accumulation of plant material
 - ▶ Clippings / pruning's occupy valuable space, create an eye sore, attract rodents
 - ▶ Modernize work practices
 - ▶ Reduce annual expenses / enjoy significant cost savings
- ▶ Evaluate landscaping enhancements beyond DO
 - ▶ Should “look like” the community we serve

Deferred Maintenance Project Scope 3 of 3

- ▶ Implement 5-S “Lean” Organization System
 - ▶ Developed in Japan in the 50’s to improve efficiency
 - ▶ Sort (separate good from “saved for maybe...”)
 - ▶ Straighten (organize / group / a place for everything)
 - ▶ Shine (clean)
 - ▶ Standardize (label clearly and extensively)
 - ▶ Sustain (the hardest part)
 - ▶ Belief: The way we work / how we work, reveals the state of our minds, the clarity of our thoughts, the quality of our work...

Proposal...

- ▶ Design and implement the Space Optimization AND the Deferred Maintenance Project - together
- ▶ Why??? They are both needed:
 - ▶ Lower overall design and construction capital cost
 - ▶ Total scope in one set of Permit Applications
 - ▶ A LOT less administrative and project management effort
 - ▶ Less CDD Board distraction vs. multiple projects / funding steps
 - ▶ The right message - pride / performance enhancement for CDD Teams
 - ▶ Improved image for PL owners, neighbors, visitors, vendors
 - ▶ One construction period, less overall site confusion & upheaval
 - ▶ Delivers improved efficiencies and reduced costs sooner

“Straw” Time Line

- ▶ Review / approve engineering proposal - March 26th
- ▶ Complete engineering design / review bidders list - April 22nd
- ▶ Issue for bid / submit for permits - May 1st
- ▶ Return bids - May 20th
- ▶ Bid clarifications / finalize bids / select contractor - June 24th
- ▶ Sign contract - July 1st
- ▶ Start site work - August 1st
- ▶ Erect building - October 15th
- ▶ All other scope items implemented - December 1st
- ▶ **Punch list / final acceptance / Project Complete - December 20th**
- ▶ Start move in process - December 23rd

Potential Challenges

- ▶ Developing a well thought out site implementation sequence
 - ▶ Site coordination / logistics complications
- ▶ Funding
- ▶ Cultural changes, especially:
 - ▶ Organization, Labeling, Training, and Sustain
- ▶ Time Line
 - ▶ Timely decisions needed
 - ▶ Agreement on scope and “dual project” approach
 - ▶ Target Completion - year end 2024
 - ▶ Permit application / approval

Proposed Next Steps

- ▶ Discuss overall cost and source of funding
- ▶ Issue list of scope and design features to W. J. Johnson
 - ▶ Request a design services proposal for review at the March CDD Meeting

Where Do We
Want To Go
From Here??

February 7th, 2024

To: Chuck Adams Bayside CDD Board Supervisors
Cleo Adams Bay Creek CDD Board Supervisors
Shane Willis Greg Urbancic – Bayside CDD Attorney
Paul Kemp Dan Cox – Bay Creek CDD Attorney
Eric Franzoi, President, W. J. Johnson Engineers

From: Bill Nicholson

Re: Bayside and Bay Creek CDD Maintenance Facility Space Optimization Project

I was provided an update of the February 1st, 2024 Informal Conference with Lee County Officials by Eric Franzoi, President of W. J. Johnson Engineers. For the record, I understand that Eric Franzoi, Walter McCarthy, and Paul Kemp were present on the call, representing the interest of the two CDD's.

The same site plan was presented to the Lee County Officials that Eric presented and reviewed in our January 22nd, 2024 regular CDD Monthly Meeting, and Eric reported that the Lee County participants were supportive of our concept drawings in principle. Lee County stipulated that all of the normal detail engineering design drawings, storm water management provisions, notices, and full permit applications / requests would still be required for formal Lee County review and approval.

In light of the favorable Lee County Informal Review, and assuming both CDD Boards remain interested in proceeding with this project, it appears that the next logical step in our project is to establish a definitive list of building features and accommodations that we want incorporated into the design so Eric can develop an Engineering Services Proposal for Board approval in our March CDD Meeting.

In an effort to make our February 26th, 2024 meeting as productive and efficient as possible, I'd like to offer my opinion on design features (Exhibit I, Page 3) that I think should be incorporated into the project, and I propose we use this "draft list" (some might call it a "straw list") to use as a starting point in our February Meeting rather than come together with a blank piece of paper and "start from scratch".

I would also like to offer a "straw / draft project schedule" (Exhibit II, Page 4) to stimulate discussion on the overall Project Time Line, and to get input / feedback from Eric and the Supervisors. Based this very preliminary forecast, it appears that under ideal conditions and timely decision making, we could possibly have this new building constructed and ready for turnover to Paul by about the end of the year, or early in 2025.

Finally, I think that some discussion should be entertained regarding the source of funds for this project. Even though we do not have a good fix on the total project cost, with a little help from Eric and W. J. Johnson, I believe we can start by bracketing the ultimate cost with an educated

guess of the expected Min and Max, and then proceed to discuss funding under both end point conditions.

My belief is that the earlier we open up these subjects for discussion, the better prepared we will be to make decisions when the project moves to successive stages of refinement and progress.

I am very encouraged by the report I received on the Informal Lee County Meeting, and I appreciate the support this far from all of the Supervisors, and from Chuck and his Staff.

Regards,

Bill Nicholson
Bayside CDD Supervisor

**Bayside and Bay Creek CDD
Maintenance Facility Space Optimization Project
February 7th, 2024**

Feature	Comment	Accepted	Rejected
Overhead roll up doors	Weather protection & security		
Belt driven overhead roll up door electric operators with eternal keypads	Safety, ergonomics, no dependence on physical keys		
Three sided building enclosure walls	Weather protection & security		
Reinforced concrete floor & containment sumps	Durability, oil and other liquid spill containment		
Interior LED ceiling lighting with both switch and motion detection, and 4 independent zones – one for each bay	Improved working conditions, power conservation		
Exterior full perimeter LED night lighting	Security & safety		
Interior rear and side wall service outlets	Convenience / efficiency		
Full building engraved legend plate signage (5S System – supporting “everything in its assigned place” philosophy)	Safety, efficiency, visual tool storage organization system		
Rear / side wall equipment hanging systems (labeled)	Efficiency, improved work cell organization		
Flammables storage area / cabinet	Safety, convenience, efficiency		
Ceiling air moving fans to improve safety and working conditions	Health, circulation, comfort, battery charging safety		
Temperature activated ceiling exhaust fans to control building temperature	Proper working conditions		
Air intake louvers for make up air	Avoid negative pressure condition		
Personnel lockers for small tools and safety equipment and personal items	Convenience, efficiency		
Restoration of landscaping areas to the original Development Order except where prevented due to the new building	Per Lee County expectations		
Expand existing alarm system into new building	Safety & security		
Expand internet system from main building	Tablet system / Monday work scheduling, communications		
Weather proof service outlets on exterior of front and sides of building	Convenience, efficiency, maintenance		
Lightening rod / arrestor	Safety		
Personnel lockable doors with windows on each end of building with panic hardware and hydraulic closures	Safety, multiple points of egress, probable code requirement		
Building ceiling sprinklers for fire protection	Safety, code		
Hose reel fire protection system	Safety, code		

Wall mounted fire extinguishers	Safety, code		
12" metal pipe bollards at each building corner and on both sides of each overhead door, in sleeve, filled with concrete	Protect building from collision		
Door jamb and track protection curbs preventing vehicle impact at each side of each overhead door	Protect building from collision		
Highway guardrail barrier along each side of the building	Protect building from collision		
Construct an air conditioned workspace for the mechanic	Improve working conditions for mechanic and computer equipment		
Install an emergency generator system	Internet, ice machines, recharging outlets, limited A/C, safety		
Questions / Ideas / Assumptions	Classification		
Per Paul, we do not need any 220V outlets	Clarification		
Can sky lights be installed without impacting the roof hurricane rating?	Question		
Confirming that a bid analysis will be developed and the Supervisors will have an opportunity to interview the top two candidates	Question		
Do we need any writing surfaces like a wall tip down field desk	Question		
A project schedule will be submitted with each contractor proposal	Assumption		

“Straw” Project Time Line and Milestone Events

February 7th, 2024

Event	Target Date	Comment
Present concept to CDD Boards	Completed January 22 nd , 2024	
Informal Lee County Officials Meeting – WJJ & CDD	Completed February 1 st , 2024	
Finalize project scope, request engineering proposal from W. J. Johnson (CDDs)	February 26 th , 2024	Assumed agreement by CDD Boards to proceed with project
Determine the type of building desired (CDDs)	February 26 th , 2024	As proposed by W. J. Johnson, or cheaper option
Estimate project Min / Max cost and identify source of funds (WJJ & CDDs)	February 26 th , 2024	Confirm project financial viability
WJJ submit engineering proposal	March 15 th , 2024	Include in March pre read book
Discuss engineering proposal, approve / accept proposal (CDDs)	March 26 th , 2024	Authorize detailed design work to begin
WJJ complete engineering design	April 22 nd , 2024	
WJJ propose bidders list and get agreement from CDD Boards and Staff	April 22 nd , 2024	Executive alignment on general contractors invited to bid
Submit design to Lee County for permits WJJ	May 1 st , 2024	Start 60 day clock for permit issuance
Return bids, review bids, and propose successful bidder WJJ	May 20 th , 2024	
Submit design to county for permits WJJ		
WJJ get clarifications, finalize bids	June 24 th , 2024	
Approve contractor / accept bid (CDDs)	June 24 th , 2024	Finalize contractor selection and price
Receive construction permits from Lee County	July 1 st , 2024	End of 60 day permit issuance period
Sign construction contract CDD Staff & Chairmen	July 1 st , 2024	
Contractor to order all long lead components by	July 15 th , 2024	
Start site work by	August 1 st , 2024	
Erect building by	October 15 th , 2024	Allow 90 days for fab & delivery
All other building features installed	December 1 st , 2024	Allow 6 weeks for all internal and external finishes
Punch list and final acceptance	December 20 th , 2024	Merry Christmas Paul!!!
Final Payment and Waiver of Lien	December 20 th , 2024	Project Complete
Paul Start Move In Process	December 23 rd , 2024	Facility turned over to Operations

**CDD Maintenance Facility – Coconut Road
Deferred Maintenance List – Proposed
February 9th, 2024**

No.	Feature	Comment	Accepted	Rejected
1	Power wash & paint both sides of the perimeter masonry fence	Existing paint is original (~16 years old) - stained and discolored, community relations		
2	Paint out buildings to match masonry walls	Buildings are faded and have never been painted, community relations		
3	Power wash & paint maintenance building exterior	Buildings are faded and have never been painted in ~18 years. Protect masonry structure, improve appearance.		
4	Repair black top pot holes and areas near storm drains to prevent standing water	Asphalt is original and severely deteriorated		
5	Mill, repave, and stripe the existing asphalt (regular and handicap parking). The black top appears to be too deteriorated to just apply a seal coat	Blacktop is original and has never been sealed. It is at the end of its useful life.		
6	Remove two exterior A/C condensers (both for the shop area), internal air duct, electrical power / control wiring, and refrigerant lines	System never operated. Sell condensers. Scrap the rest. Make room for emergency generator & fuel tank on existing concrete pad		
7	Inspect building roof and determine if repairs are needed	Original roof is ~18 years old, nearing end of normal life		
8	Convert shop lighting to LED (remove ballast and re wire fixtures)	Energy conservation & reduced bulb replacement		
9	Add lighting in maintenance area to improve lighting intensity at working height	Improve work level lighting to standard industrial levels		
10	Power wash and paint the inside of the maintenance area (not ceiling)	Buildings are faded and have never been painted in ~18 years. Protect masonry structure.		
11	Dust overhead structural members and wipe down plastic ceiling insulation to remove accumulated dirt	Improve reflectivity, reduce corrosion, and improve housekeeping		

12	Replace all ceiling tile that is discolored, water stained, cracked / fractured. Replace metal lattice grid as needed	Improve maintenance condition, appearance and housekeeping		
13	Replace ceiling air vents if rusted or stained	Improve maintenance condition, appearance and housekeeping		
14	Inspect all baseboard molding and determine if any needs to be	Improve maintenance condition, appearance and housekeeping		
15	Strip & wax vinyl tile floor	Improve maintenance condition, appearance and housekeeping		
16	Convert office ceiling lights to LED. Clean fixtures and replace bulbs. (remove ballast and re wire fixtures)	Energy conservation & reduced bulb replacement		
17	Apply window tinting to south and west facing office windows	Energy conservation		
	Continue to focus on removing clutter and non essential materials from the maintenance shop area (Paul / Russ)	Continue to improve internal organization and housekeeping.		
19	Install fans in the shop area	Air circulation, summer comfort.		
20				
37				
38	Other Recommendations	Reason	Accepted	Rejected
39	Purchase used chipper / grinder	Plant waste hauling cost savings, improved external yard housekeeping, improved labor efficiency, improved rodent control, reduced fire hazard, improved site appearance		
40	Replace/repair dual sliding gate system	Automatic components are rusted/broken. Currently operated manually.		
41				
42				
43				
44				
45				
46				

CDD Maintenance Facility
Space Optimization Project – Update Report
February 26th, 2024

The CDD Maintenance Facility initially came to our attention as a Space Optimization Project, and as a means to help preserve and protect our assets that would not fit within the existing building for secure overnight and weekend storage.

After an informal conference with Lee County Officials, we learned that they would be open to approval of construction of an additional structure on our current site which would allow us to store our mules under roof and out of the elements.

Lee County indicated that they were open to the construction of either an open sided car port style structure, or a four sided enclosed structure as an acceptable alternate.

The Lee County indicated receptivity to our general expansion and operational improvement plans with the proviso that we follow all of the permit review and approval processes, and that we develop detailed engineering and site drawings to support our submittals.

This “Lee County nod” gave us the incentive to move forward with our original project.

Assuming we are all aligned in the desire to proceed with this project, the next logical step in the process is to develop the necessary engineering drawings and permit application documents, which will also be used for competitive bidding.

However, after we obtained the provisional Lee County encouragement, Paul took an even closer look at the existing site and facility. He came to the conclusion that we have not given our existing Maintenance Campus enough attention nor investment since its original construction some 18 years ago, and as long as we are inclined to address the space congestion issue, he recommends we should also take this opportunity to address the “deferred maintenance” that is clearly needed to bring our facility up to a standard that we expect our employees to work to every day in the community.

Paul took a wide variety of photos to help everyone appreciate the congestion he and his crews have been dealing with for years. Our hope is that these photos will be worth thousands of words, and they will quickly give you a deeper appreciation for the conditions that he believes need to be addressed.

The photo deck also shows the conditions inside the maintenance building, and the congestion and organization challenges that Paul and Russ, the CD mechanic, have to work around every day.

As you look at these photos, we ask you to look beyond the obvious in the foreground of the pictures, and to look at the deeper opportunities that lie before us.

We see a need for the following:

1 - Building a new 20' X 80' structure that will give us a weather tight and protective enclosure for storing mules, trailers, hand tools and other items, when not in use. Such a building could be designed to give us three additional side walls (with roll up front doors) which would allow us to carefully hang and store power tools in an organized manner for the crews assigned to each bay of the four bays, with as many as 4 crews per bay.

2 – Restoration of the original landscape plan, if not an outright improvement or upgrade. The vision is that our CDD crews should have a home base of operation that is clean, orderly, organized, and as well maintained as the communities they work in all day – and that includes the surrounding maintenance campus landscaping. A statement can be made to the community that says we are very proud of the place where we work and we are an integral extension of the community in which we serve.

3 – Power washing and repainting the main maintenance building and the out buildings (inside and out), and power washing / repainting the perimeter masonry wall (inside and out) with a modern color scheme.

4 - The need to address significant asphalt deterioration: pot holes, extensive cracking, and many sunken / depressed areas that collect and retain water. We believe the asphalt is beyond its useful life, and that a mill and re pave operation is needed (along with re striping) that will bring the campus back up to a roadway standard that Paul will maintain going forward.

5 - Major effort to improve organization, which the new building will go a long way to address, but the need for organization goes much deeper than that. The entire operation needs to be looked at with the expectation that everything being stored has a designated place, and that items are not tucked behind something, or leaning against a wall, or just dropped off to be dealt with later. This will not only require a major effort to sort things out, and to discard items we don't have a clear near term need for, but also a major labeling effort to define where we want things to be stored and returned, which will give us a more "visual system", going a long way to make the system sustainable over time.

6 - An improvement in the way we do business, dramatically reducing the sheer volume of plant clippings and trimmed materials stored on site behind the building. To obtain this improvement, we will propose the purchase of a chipper / grinder, and Paul will need to redesign the way his Teams do their trimming and hauling work. This initiative will not only generate a significant cost reduction, but it will greatly improve site appearance while greatly reducing the footprint needed for plant material storage, and reducing the attraction of pests and insects.

7 – Dramatically improve the image of the CDD Maintenance campus for PL owners, business visitors, and guests. Most importantly, we expect a renovation like this will give the men and women who work in, and out of, this facility a nicer place to work, helping to further improve their pride and motivation.

8 – Once a renovation project like this is complete, Paul will have the responsibility to maintain it like any other PL neighborhood, with work orders issued by the Monday scheduling system, and Teams assigned to keep the property in a high state of repair and in excellent visual and aesthetic condition.

There are several important arguments for executing both the Space Optimization and the Deferred Maintenance Projects as One Master Project:

A - It will cost less to do everything in one project – lower overall capital cost for design engineering and construction

B – The total scope can be included in one set of Lee County construction permit applications – rather than numerous permit submittals and the associated approval delays

C – It will take a LOT less administrative and project management time - one larger project is a lot less resource intensive than 5 or 10 individual smaller projects.

D – The CDD Boards will not be distracted by multiple project scope and funding decisions

E – We will send a very positive and uplifting / supportive message to Paul and to our Team Members – that we want to do things once, right, instilling higher pride in their work place

F – Improve the image of the Maintenance Facility for all property owners, neighbors, visitors, and vendors

G – The site will undergo one construction upset period during which time routine work flow and standard site practices may be temporarily inconvenienced – as opposed to a number of construction periods

H – Improve various efficiencies and achieve identified cost reductions at earliest possible date

We ask for your approval of these combined projects as a Board strong statement of our support and appreciation for the work that Paul and his Teams do every day for us, and for the communities in which we have been elected to serve.

Respectfully submitted,

Paul Kemp – CDD Field Manager
Bill Nicholson – Bayside Supervisor























WORK AREA
FENCED

















































**MEN
WORKING**











THE COMPLETE
FILTE
1516

clearplus

9

MAPS GOLD 1516

Filter

Gold
Filter

ACB

EL CENTRO DE
COMUNICACION
CENTRO

EXIT

P.D. 0.030
UP
T-10

rotax

HEAVY DUTY



Wayne Dalton



4000



Fluorescent light fixture

Roll-up door

Kawasaki

IGLOO

Stainless steel sink area with a yellow trash bin and a green plant.

Black mat on the floor



EXIT

EL DISTRIBUIDOR DE ESTADOS UNIDOS
EL CENTRO DE INFORMACION
COMPLIANCE CENTER

FDZ
0.030
T-10

rotary
rotary

HERCULEAN

T350

DeWalt

Mobil



EXIT

CDD

BLUE DEF











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

7A



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
 239-353-7378 | peskyvarmintsfll@aol.com |
 www.peskyvarmintsfll.com

Estimate #1911

Sent on	Dec 09, 2023
Total	\$109,700.00

RECIPIENT:

Bayside Bay Creek CDD

C/O Wrathell, Hunt & Associates, LLC
 9220 Bonita Beach Road, Suite #214
 Bonita Springs, FL 34135

SERVICE ADDRESS:

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

Product/Service	Description	Qty.	Unit Price	Total
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Cane Toad Control	Cane Toad Control: Bayside Bay Creek CDD (Lake Inspection's Only) 2024 Year Resent 12/9/23 The Colony Pelicans Nest	10	\$5,800.00	\$58,000.00*
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Estimating four (4) night visits per month to get to all lakes throughout the Bayside Bay Creek CDD \$1450 per night visit (\$5800 per month) Active Cane toad months run from February to November, weather depending.
 (2024 year based on 10 months = \$58,000)

Each visit will take place during the nighttime hours (anytime between 8pm and 5am) when the Cane toads are most active, not to exceed 5 hours per night. A thorough inspection of the CDD lakes will be completed for the removal of as many adult (breeder) and juvenile Cane toads as possible to help bring down the Cane toad population and show results to the community. Lakes will also be inspected for eggs and tadpole removal but depending on the population present, additional daytime visits might be needed during breeding times. Dates are scheduled in advance to provide notice to the community. Disposal fee of Cane toads included. A report and invoice will be submitted to Management/Board within 3 business days from scheduled night.



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
 239-353-7378 | peskyvarmintsf@aol.com |
 www.peskyvarmintsf.com

Product/Service	Description	Qty.	Unit Price	Total
Cane Toad Control	<p>These visits are designed to bring down the current Cane toad population to a manageable level. These visits will not eradicate the population completely. We encourage Owners to remove attractants around their own homes to deter the Cane toads away. Always be aware of surroundings while walking with pets outside. We highly encourage the Golf Courses and HOA's to look into Cane toad control within their areas. These visits do NOT include the common grounds of the sub-communities, only the lake inspections.</p> <p>During our scheduled night visits, we ask that our Wildlife Technicians working on property are not disturbed by residents. Working with wildlife at night, we need their full attention and concentration on the job we are contracted for. If anyone has any questions regarding the Cane toad process, they are welcome to contact our office during normal business hours. The time spent on property at night is for our Wildlife Technicians to complete their job. We can also schedule a site visit to meet with Board or Management during normal business hours.</p> <p>These visits do NOT include removal of the invasive Cuban Treefrog, they are different than the Cane toads. All Native species will not be disturbed.</p> <p>Please visit our website at www.peskyvarmintsf.com for more information on the Cane toads and see attached flyer.</p>	0	\$0.00	\$0.00*
Cane Toad Control	<p>_____ OPTION A: Add HOA Common Grounds to night visits</p> <p>Additional \$550 per night visit, estimating 4 visits per month to get to all grounds. (Additional \$2200 per month) Active Cane toad months run from February to November, weather depending. (2024 year based on 10 months = \$22,000)</p> <p>Common grounds includes the streets and any clubhouse, pool house or amenity areas for sub-communities and Master community. Does NOT include individual and/or private properties, yards, lanais, pools or underground utility areas. To be scheduled the same night as lake visits.</p>	10	\$2,200.00	\$22,000.00*



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
 239-353-7378 | peskyvarmintsfll@aol.com |
 www.peskyvarmintsfll.com

Product/Service	Description	Qty.	Unit Price	Total
Cane Toad Control	<p>_____ OPTION B: Add Golf Course to night visits</p> <p>Additional \$675 per night visit, estimating 4 visits per month to get to all grounds. (Additional \$2700 per month) Active Cane toad months run from February to November, weather Depending. (2024 year based on 10 months = \$27,000) To be scheduled on the same night as the lake visits.</p>	10	\$2,700.00	\$27,000.00*
Cane Toad Tadpole Removal	<p>Daytime tadpole removal (If Needed) during breeding times. \$450 per daytime tadpole visit/ up to 3 Hours per visit</p> <p>We recommend adding 6 daytime tadpole visits to the budget for the removal of Cane toad tadpoles during breeding times. Cane toads have two breeding times a year where tadpoles can fill the lake. We will inspect the lake on our scheduled night visits, but tadpoles can emerge between these visits and day visits for tadpole removal might be necessary. If more visits are needed, we will notify Management. All six visits might not be needed throughout the year.</p> <p>Working tadpoles during the daytime, we will be respectful of Golfers and work around them. These visits could take place during early morning hours or late evening hours. A report and invoice will be submitted to Management up to 3 business days after completion.</p>	6	\$450.00	\$2,700.00*
Cane Toad Control	<p>If BOTH Option A & Option B are approved, we will offer a 10% discount on the total cost of all options combined. All visits will take place over the course of 4 nights per month. Schedule will be provided in advance. Costs with discount is listed below:</p> <p>Lakes: \$58,000 + HOA \$22,000 + Golf \$27,000 = \$107,000</p> <p>10% Discount -\$10,700 = \$96,300 (Annually) / \$9630 (Monthly) / \$2407.50 (Per Night Visit)</p> <p>*This proposal is based on a 10 month contract from February 2024 - November 2024. If the Board would prefer less months, subtract the monthly cost to obtain yearly budget.</p>	0	\$0.00	\$0.00*



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
239-353-7378 | peskyvarmintsf@aol.com |
www.peskyvarmintsf.com

Total

\$109,700.00

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____

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

8

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

Proposal 24-138

ADDRESS

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

DATE 02/08/2024	TOTAL \$15,070.00	
--------------------	----------------------	--

PROJECT LOCATION

The Colony Streetlights

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	We propose to furnish labor and material to do the following electric work: 1.) Bypass ballast and install 3000K LED 120-277V light bulbs. 2.) For 480V circuits, convert circuitry to 277V.			
	TOTAL AMOUNT	137	110.00	15,070.00

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 **\$15,070.00**

THANK YOU.

Accepted By

Accepted Date

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

9

AQUATIC POOL REPAIR , INC.

3142 66th Ave. N. E.
Naples, FL 34120

Phone # 239-821-2606 randy@aquaticpoolrepair.com
Fax # 239-455-7665 www.aquaticpoolrepair.com

Estimate

Date	Estimate #
2/8/2024	596

Name / Address
BAYSIDE/BAYCREEK CDD 4650 COCONUT ROAD BONITA SPRINGS , FL. 34134

Project

Description	Qty	Rate	Total
COLONY SOUTHGATE FOUNTAIN		0.00	0.00
NEW U.L. LISTED MACHINED BRONZE 120V LED FOUNTAIN LIGHT ON STAND UP TO 20 FT CORD	6	900.00	5,400.00T
POTTING EPOXY AND MISC ELECTRIC CONNECTORS	1	480.00	480.00T
DRAIN FOUNTAIN , OPEN JUNCTIONS AND REMOVE POTTING MATERIAL , REMOVE OLD LIGHT FIXTURES AND INSTALL NEW FIXTURES , ADD POTTING MATERIALS , CHECK ELECTRIC AND START REFILL OF FOUNTAIN , AFTER FOUNTAIN REFILLED WE WILL RETURN AND MAKE SURE POSITION AND OPERATION OF LIGHTS ARE CORRECT ,		2,200.00	2,200.00T
THIS IS AN ESTIMATE ONLY .			

Subtotal		\$8,080.00
Sales Tax (0.0%)		\$0.00
Total		\$8,080.00

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

10



FOUNTAIN MANAGEMENT AGREEMENT

This agreement, dated January 1st, 2024 is made between SUPERIOR WATERWAY SERVICES, INC. (SWS) and CUSTOMER:

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

Both Customer and SWS agree to the following terms and conditions:

1. SWS will provide aquatic management services on behalf of the customer in accordance with the terms and conditions of this agreement at the following aquatic sites:
- 2.

Four (4) floating fountains as identified on the attached map in Lee County, FL

Lake F12, One Fountain
Lake F10 Two Fountains
Lake E8 One Fountain

2. Customer agrees to pay SWS the following amount during the term of this agreement for these specific waterway management services (as herein defined):

Fountain Maintenance F12,F10, E8	\$650.00/Per Event
Total Annual Contract	\$3,900.00
To Add A17 (Canoe Park) One Fountain	\$225.00/ Per Event
Total Annual Contract	\$1,350.00

Management Reporting included

SWS will service the fountains six (6) times a year on a bi-monthly basis

3. Schedule of payment: First quarter's payment shall be due and payable upon execution of this agreement; the balance shall be payable in equal quarterly installments. A 1.5% late fee shall apply to any balance past due more than 30 days.
4. The offer contained in this agreement is valid for thirty (30) days only and must be returned to our offices for acceptance within that period.



5. This agreement may be terminated by either party with thirty (30) days written notice. Notification must be sent by certified mail, return receipt requested, to SUPERIOR WATERWAY SERVICES, INC., 6701 Garden Rd., Suite 1 Riviera Beach, FL 33404. CUSTOMER agrees to pay for all services rendered by SWS to date of termination of contract. SWS reserves the right, under special circumstances, to initiate surcharges relating to extraordinary price increases of water treatment products.

6. This agreement will automatically renew yearly, on the anniversary date, unless terminated by either party with thirty (30) days written notice.
 - A. Definitions of services referred to in Paragraph 1 are as follows:
Fountain Maintenance – Service includes cleaning float, nozzle, light lenses, intake screen. Check the following, motor, and light amp draw, incoming voltage, timers, photocell, all electrical connecting, breakers lights. Includes pressure washing to help remove barnacles.

Management Reporting – A comprehensive report filled out each visit for the specific activity performed on the property and provided to Customer.

10. SWS will provide CUSTOMER with certificates of insurance, which are incorporated herein by reference. During the term of this Agreement and any extension thereof, SWS will maintain no less than the level of insurance provided for in such certificates.

11. This agreement constitutes the entire agreement of SWS and the CUSTOMER. No oral or written alterations of the terms contained herein shall be deemed valid unless made in writing and accepted by an authorized agent of both SWS and CUSTOMER.

12. This agreement is not assignable to any third party for any reason, without the prior written consent of CUSTOMER.

SUPERIOR WATERWAY SERVICES, INC.

CUSTOMER

DATE

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

1 1 A



M.R.I. Underwater Specialists, Inc.

5570 Zip Dr.

Fort Myers, Fl. 33905

239-984-5241 Office

239-707-5034 cell

239-236-1234 fax

Certified General Contractors- CGC 1507963

Bayside Improvement & Baycreek CDD

c/o Wrathell, Hunt & Assoc., LLC.

9220 Bonita Beach Rd. #214

Bonita Springs, FL 34135

24001 Addison Place Court

11/15/23 Inspection Report

MRI was unable to ROV as the line was dry therefore the diver completed a physical inspection. Diver stated he could hear the leakage and found root infiltration at practically every joint. MRI Recommends lining the pipe (see proposal #114) as it is a more permanent fix and carries a 50-year warranty.

Thank you,

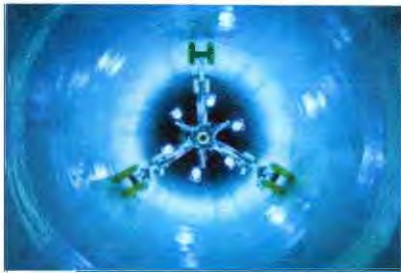
Mike Radford

Mike Radford

M.R.I. Underwater Specialist

239-984-5241





MRI Construction Inc.

MRI UV Reline Division

5570 Zip Dr.
Fort Myers, Fl. 33905

239-984-5241

CGC 1507963

Proposal

Name/Address Bayside Improvement District 4650 Coconut Road Bonita Springs, Florida 34134		Date 11/16/2023	Estimate No. 114
Description This proposal is for the repair of compromised pipe We will complete this repair by installing a CIPP UV Liner in approximately 205' feet of 24" pipe. 5.2 Mill Location 24001 Addison Place Ct We will Plug and dewater line and utilize the Vac truck to clean pipe of all sediment and debris. Please be aware that all sediment and material removed from the area is to be dumped on site in a designated area. If the material has to be hauled off site then additional charges will incur that cannot be determined until the cleaning is completed. We will also utilize TV Robotic System to video the pipe after we clean and remove debris. To assure that pipe is ready for the CIPP Liner. We will also utilize various different equipment if needed (Excavator, Skid steer , Loader, Winch Trailer, Dump Trucks. We also have 2 dive crews on site during the work being completed We will utilize the CIPP Cure Truck to cure the New liner with the ultraviolet light system. This process can take up to 2 to 3 hours depending on size and length of liner. After the liner is Cured and cooled down we will utilize the TV Robotic System to Video the liner to assure that the liner cured correctly. You will receive a before and after video of this process. Any work completed outside the scope of this proposal will result in additional charges. M.R.I Construction, Inc. cannot be held responsible for unforeseen circumstances. We will leave area Final Graded, Sod and other Landscaping to be done by others. <p style="color: red;">Please Know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.</p>		Rate *****	Total 43,898.00
		Total	\$43,898.00

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance. Our workers are fully covered. We will not be responsible for any unforeseen incidents when dewatering any Structures and any piping systems due to deteriorating pipe and or sink holes, crevases, or breaches in or around Pipe or structures. This proposal does not include replacing any landscaping (trees, sod, shrubs, etc.) unless otherwise noted. All jobsites will be left clean.

Mike Radford President Michael Radford President

Acceptance of Proposal

The Above price, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. I will agree to pay a 10% late fee of invoice amount if payment is not made within 30 days of invoice date. This proposal may be withdrawn if not accepted within 30 days.

Signature _____
 Printed Name _____
 Date of acceptance _____

MRI Construction utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledge all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

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

1 1 B



M.R.I. Inspection LLC

5570 Zip Dr.
Fort Myers Fl. 33905
239-984-5241 Office
239-236-1234 Fax



CGC 1507963

Name

Bayside Improvement & Baycreek
CDD
c/o Wrathell, Hunt & Assoc. LLC
9220 Bonita Beach Rd #214
Bonita Springs, FL 34135

Proposal

Project

Band Pipe
24001 Addison Place CT

Date

11/16/2023

Estimate

4483

Description	Total
<p>This proposal is to install approximately 30' Of a Stainless Steel Band in the pipe located at 24001 Addison Place CT. This price includes all labor and material and equipment needed to complete this job</p>	21,789.55

Please know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.

Total \$21789.55

M.R.I. Underwater Specialist utilizes the federal E-Verify program in contracts with public employers All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. All contractors are fully covered under general liability insurance. We will not be responsible for any unforeseen incidents, when we dewater any wet well system. Due to sink holes crevases or breeches etc. in and around wet well. This proposal does not include replacing any landscaping(Grass,trees, shrubs.etc.) all Jobsites will be left clean,

Authorized Signature
Michael Radford
Michael Radford President

We Utilize E-Verify for all workers

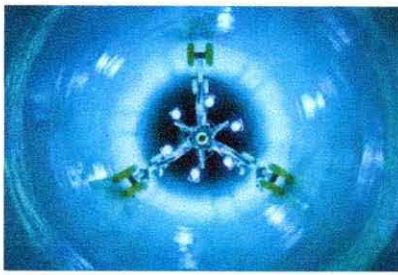
Arreptaurr of Proposal The Above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. If not we will agree to pay a 10% late fee. This proposal may be withdrawn if not accepted within thirty (30) days.

Signature _____

Date of acceptance _____

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

11C



MRI Construction Inc.

MRI UV Reline Division

5570 Zip Dr.
Fort Myers, Fl. 33905

239-984-5241

CGC 1507963

Proposal

Name/Address
Bayside Improvement District 4650 Coconut Road Bonita Springs, Florida 34134

Date	Estimate No.
11/16/2023	114

Description	Rate	Total
<p>This proposal is for the repair of compromised pipe We will complete this repair by installing a CIPP UV Liner in approximately 205' feet of 24" pipe. 5.2 Mill Location 24001 Addison Place Ct</p> <p>We will Plug and dewater line and utilize the Vac truck to clean pipe of all sediment and debris. Please be aware that all sediment and material removed from the area is to be dumped on site in a designated area. If the material has to be hauled off site then additional charges will incur that cannot be determined until the cleaning is completed. We will also utilize TV Robotic System to video the pipe after we clean and remove debris. To assure that pipe is ready for the CIPP Liner.</p> <p>We will also utilize various different equipment if needed (Excavator, Skid steer , Loader, Winch Trailer, Dump Trucks. We also have 2 dive crews on site during the work being completed</p> <p>We will utilize the CIPP Cure Truck to cure the New liner with the ultraviolet light system. This process can take up to 2 to 3 hours depending on size and length of liner.</p> <p>After the liner is Cured and cooled down we will utilize the TV Robotic System to Video the liner to assure that the liner cured correctly. You will receive a before and after video of this process.</p> <p>Any work completed outside the scope of this proposal will result in additional charges. M.R.I Construction, Inc. cannot be held responsible for unforeseen circumstances.</p> <p>We will leave area Final Graded, Sod and other Landscaping to be done by others.</p> <p>Please Know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.</p>	*****	43,898.00
Total		\$43,898.00

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance. Our workers are fully covered. We will not be responsible for any unforeseen incidents when dewatering any Structures and any piping systems due to deteriorating pipe and or sink holes, crevases, or breaches in or around Pipe or structures. This proposal does not include replacing any landscaping (trees, sod, shrubs, etc.) unless otherwise noted. All jobsites will be left clean.

Mike Radford President Michael Radford President

Acceptance of Proposal

The Above price, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. I will agree to pay a 10% late fee of invoice amount if payment is not made within 30 days of invoice date. This proposal may be withdrawn if not accepted within 30 days.

Signature _____
Printed Name _____
Date of acceptance _____

MRI Construction utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledge all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

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

12



The South Florida Water Management District (SFWMD) is a regional governmental agency that oversees the water resources in 16 counties from Orlando to the Florida Keys.

OUR MISSION

To **SAFEGUARD** and **RESTORE** South Florida's water resources and ecosystems, **PROTECT** our communities from flooding, and **MEET** the region's water needs while **CONNECTING** with the public and stakeholders

Ron DeSantis, Governor

SFWMD Governing Board

Chauncey Goss, Chairman

Scott Wagner, Vice Chairman

Ron Bergeron Sr.

Ben Butler

Charlie E. Martinez

Cheryl Meads

Charlette Roman

Jay Steinle

Jacqui Thurlow Lippisch

Drew Bartlett, SFWMD Executive Director

3301 Gun Club Road
West Palm Beach, FL 33406
561-686-8800
sfwmd.gov

Protecting Our Water Resources Through Water Conservation



More than 50 percent of the water used by South Florida residents is for landscape irrigation. With billions of gallons of water used every day and projections for continued population growth, we all need to do our part to conserve water and ensure there is enough for all of us, including communities and the environment, to survive and thrive.

In order to conserve water, the South Florida Water Management District (SFWMD) and most local counties and municipalities have permanent Landscape Irrigation Conservation measures in place. These measures limit landscape watering to either two days a week or three days a week depending on where the property is located. The rule applies to all water sources except reclaimed water.

SFWMD Rules

2 Day-A-Week Watering

- ▶ No watering between 10 a.m. and 4 p.m.
- ▶ Residents and businesses with an odd-numbered street address may water lawns and landscapes on Wednesdays and/or Saturdays.
- ▶ Residents and businesses with an even-numbered street address, no street address or those that have both even and odd addresses within the same zones, which may include multi-family units and homeowner associations, may water lawns and landscapes on Thursdays and/or Sundays.



3 Day-A-Week Watering

- ▶ No watering between 10 a.m. and 4 p.m.
- ▶ Residents and businesses with an odd-numbered street address may water lawns and landscapes on Mondays, Wednesdays and/or Saturdays
- ▶ Residents and businesses with an even-numbered street address, no street address or those that have both even and odd addresses within the same zones, which may include multi-family units and homeowners associations, may water lawns and landscapes on Tuesdays, Thursdays and/or Sundays.

(Always check your local ordinances for more specific restrictions that may pertain to your community).

From: [Chuck Adams](#)
To: [Bill Nicholson](#); [Gianna Denofrio](#); [Daphne Gillyard](#)
Cc: [Cleo Adams](#); [shane willis](#); [Paul Kemp](#)
Subject: RE: Irrigation Water Conservation and the CDD
Date: Wednesday, January 10, 2024 5:51:36 PM

Good evening

Please include this email chain in the upcoming Bayside /Bay Creek agenda

Thanks

Chesley "Chuck" E. Adams jr.

Director of Operations

Wrathell, Hunt and Associates, LLC

(239) 464-7114 ©

From: Bill Nicholson <sundancer3421@gmail.com>
Sent: Wednesday, January 10, 2024 1:40 PM
To: Chuck Adams <adamsc@whhassociates.com>
Cc: WJN <sundancer3421@gmail.com>
Subject: Irrigation Water Conservation and the CDD

Hi Chuck,

Would you please include the e-Mail chain below in the upcoming "pre read" book, and list Irrigation Water Usage Compliance and Conservation as an agenda item so we can continue the discussion of this important topic?

Thanks.

Bill N
Bayside CDD

Begin forwarded message:

From: Chuck Adams <adamsc@whhassociates.com>
Date: December 7, 2023 at 9:02:49 AM EST
To: Bill Nicholson <sundancer3421@gmail.com>, Cleo Adams <crismond@whhassociates.com>, Paul Kemp <pkemp@whhassociates.com>
Subject: **Water and the CDD**

Good morning

This is definitely a difficult subject and as was apparent during our discussions at the

meeting this past Monday. I believe it requires some additional discussion by the Board(s) and in order to provide an agreed upon and definitive action plan for staff. I agree the PLCA is the best vehicle for identifying and addressing mis-use through observation of watering on non-watering days/times, noticing and eventual fining. The only question is whether or not there is an appetite for them to assist us.

The proposal for a committee of five concerns me as I am not a fan of residents providing policing services on their neighbors, that should be a function of staff.

Coming out of Monday's meeting, I am revisiting the monthly allocation "what your bill would be" annotation on the bills with our billing vendor.

Cleo/Paul please coordinate a response to Ms. Troup that the CDDs will be continuing to review ways to encourage compliance with proper/responsible usage of our irrigation water which may require an number steps and also why we cannot completely shut down the pumpstation on non-watering days.

Bill, we will circulate this email string to the Bayside and Bay Creek Boards.

Chesley "Chuck" E. Adams jr.

Director of Operations

Wrathell, Hunt and Associates, LLC

(239) 464-7114 ©

From: Bill Nicholson <sundancer3421@gmail.com>

Sent: Wednesday, December 6, 2023 7:56 PM

To: Chuck Adams <adamsc@whhassociates.com>; Cleo Adams <crismondc@whhassociates.com>; Paul Kemp <pkemp@whhassociates.com>

Subject: Water and the CDD

Hi Chuck, Ms. Cleo, and Paul,

I do think that Ms Troup has a legitimate concern; one we discussed before on a number of occasions, but we did not develop any feasible ideas for implementation to achieve improved water usage compliance.

After thinking about this for the last day, my opinion is that enforcement, fines, collection, and communication should fall under Pelican Landing and their Colony code enforcement function. These are all administrative functions that the PL Staff is designed to effectively deal with.

I do believe that it is the CDD's responsibility to manage and communicate the allowable water usage, and any associated restrictions.

The usage guidance and restriction imposed would serve as the basis for (input to)

Pelican Landing to monitor and identify non conformance, and then to follow up with warnings, notices, and / or fines, as Code Enforcement and the PL Board determine.

In my opinion, the CDD would continue to bill according to the escalating water usage table because we could certainly assume that every case of excessive use will not be detected and addressed by the PL Code Enforcement function.

In theory, there would be a two tier penalty imposed on SOME (the blatant) excessive water users / water abusers - the CDD excess usage fee, PLUS the PL Code Enforcement fine. Maybe the combination of these will be enough to get the attention of excess users.

If PL does not want to serve as the enforce arm, then I think we are back to square one, and limited to try to influence user behavior through the water consumption rate schedule, which may need to be substantially "stiffened" along with a better annotated monthly water billing statement that clearly highlights the excess cost above allowance that is being invoiced, along with the excess quantity of water consumed.

....my thoughts.

Please share these ideas with the other Bayside Supervisors. I think the response to Ms Troup should come from the CDD Staff and not from any one Supervisor since none of us have been authorized to speak on behalf of the Board.

Bill Nicholson
Bayside

Begin forwarded message:

From: Jane Troup <janectroup@gmail.com>
Date: December 6, 2023 at 7:24:11 PM EST
To: [wnicholson@pelicanlandingcdds.net](mailto:w Nicholson@pelicanlandingcdds.net)
Subject: Fwd: Water and the CDD

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

From: **Jane Troup** <janectroup@gmail.com>
Date: Wed, Dec 6, 2023, 5:30 PM
Subject: Water and the CDD
To: Paul Kemp <pkemp@whhassociates.com>, Cleo Adams <crismondc@whhassociates.com>, Karen Montgomery <karenm1109@gmail.com>, Gail Gravenhorst <ggravenhorst@pelicanlandingcdds.net>, <wmccarthy@pelicanlandingcdds.net>, Bernard Cramer

<bfcramer@aol.com>, <wnicholson@pelicanlandingcdd.net>

I would like to thank you all for your efforts and work on helping Pelican Landing look good and running smoothly. The CDD's scope is large.

However, like you all to think about a subcommittee that helps you monitor water usage. If the community could be divided into five areas, you would only need five volunteers. These volunteers would be responsible for reporting water miss usage: wrong days, wrong times, wrong amount of days. The miss user would get a standard notice of violation. If problem continued, a fine would be levied.

The small fine that one now incurs for over usage will not deter many, especially if the bill does not mention that it's a fine. Some people ar still not in residence, so they are unaware of their water usage. Some people don't care. I'm aware that this committee would not catch every miss use, but it could be an easy start for better control over the misuse of water.

Can you tell me again why water can't be turned off on everyday but for one even and one odd day?

Thank you again, Jane Troup

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

13B

Colony to CDD
02/19/24

The Colony Foundation Board met February 19,2024.

The BOD engineer reported on the condition of the roads due to the construction heavy equipment. Options were given as to the method and timing to correct the cracked pavers and curbing. Also landscaping is being injured as the trucks make tight turns.

It was suggested by CDD Supervisor Gail Gravenhorst that annual flower installation be coordinated with the anticipated opening of the Bay Club on June 5,2024. Construction has delayed the March annual planting. The monument has not been reinstalled. She asked for management to keep the CDD informed.

The fence damaged by the hurricane located to the west of Terzetto has had 2 panels replaced. The remainder will be completed soon.

It was reported that the CDD has agreed to make the lighting in the Colony uniform and that the bulbs will be the "golden" hue, not white. It was asked if it was possible to convert to the more modern white hue. John Watson clarified that the lumens are referred to as 3000 (yellow) and 5000(blue) Kelvins were the technical term. Ms. Gravenhorst stated that the CDD is generally cooperative with BOD wishes as long as it is understood that request may cause an increase in taxes. Mr. Watson stated that the led bulbs have gone down in cost and that he thought the conversion to LED adaption has already been made. BobLoos, Chair, asked for the color to be put on the March agenda. Ms Gravenhorst said that she will include the light color discussion in her Colony report to the CDD.

Joanne Ribble will not be running for the BOD. Ed Baryarski will replace her. Mr Loos will remain on the BOD. Mr. Ted Gravenhorst and Mr Olivier May are running for the single family homes position.

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

**UNAUDITED
FINANCIAL
STATEMENTS**

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

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

	<u>General Fund</u>		
	<u>General Fund 001 & 101</u>	<u>General Fund 002</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash			
Truist	\$ 657,177	\$286,814	\$ 943,991
Truist - Debt Card	2,000	-	2,000
FineMark MM	65,460	83,323	148,783
FineMark ICS	-	6,128	6,128
Bank United MM	30,000	5,000	35,000
Bank United ICS	228,510	45,000	273,510
Accounts receivable (clearing fund)	1,412,735	435,813	1,848,548
Due from other funds			
Bayside general fund 001	10,356	-	10,356
Bayside general fund 002 - The Colony	6,653	-	6,653
Due from other governments - Pelican Marsh CDD	-	6,223	6,223
Prepaid expense	130	-	130
WC deposit	1,806	-	1,806
Deposits	125	555	680
Total assets	<u>\$ 2,414,952</u>	<u>\$ 868,856</u>	<u>\$ 3,283,808</u>
LIABILITIES & FUND BALANCES			
Liabilities			
Accounts payable	\$ 182	\$ -	\$ 182
Due to other funds			
Bayside - general fund 001	782	1,918	2,700
Bay Creek - general fund 101	10,356	4,735	15,091
Due to Bayside - enterprise fund 401	2,185	-	2,185
Due to Bay Creek - enterprise fund 451	3,238	-	3,238
Total liabilities	<u>16,743</u>	<u>6,653</u>	<u>23,396</u>
Fund Balances			
Unassigned	2,398,209	862,203	3,260,412
Total fund balances	<u>2,398,209</u>	<u>862,203</u>	<u>3,260,412</u>
Total liabilities and fund balances	<u>\$ 2,414,952</u>	<u>\$ 868,856</u>	<u>\$ 3,283,808</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 JANUARY 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 2,283,262	\$ 2,468,020	93%
Interest	256	1,994	85,000	2%
Street sweeping	-	-	13,000	0%
Miscellaneous	-	150	-	N/A
Total revenues	<u>256</u>	<u>2,285,406</u>	<u>2,566,020</u>	89%
EXPENDITURES				
Administrative				
Supervisors	-	3,230	19,377	17%
Engineering	1,013	4,203	15,000	28%
Legal	722	1,553	18,000	9%
Audit	-	-	15,000	0%
Management	3,500	14,000	42,000	33%
Accounting & payroll	1,400	5,600	16,799	33%
Computer services	420	1,680	5,040	33%
Assessment roll preparation* ¹	-	-	8,476	0%
Telephone	79	317	950	33%
Postage & reproduction	-	371	1,350	27%
Printing & binding	410	1,639	4,918	33%
Legal notices and communications	-	495	1,125	44%
Office supplies	170	542	750	72%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* ¹	-	19,224	19,102	101%
Miscellaneous (bank fees)	215	837	6,750	12%
Total administrative	<u>7,929</u>	<u>54,112</u>	<u>175,153</u>	31%
Field management				
Other contractual	3,150	12,599	37,799	33%
Total field management services	<u>3,150</u>	<u>12,599</u>	<u>37,799</u>	33%
Water management				
NPDES program	-	-	3,165	0%
Other contractual services: lakes	-	45,700	180,405	25%
Other contractual services: wetlands	1,978	21,131	37,980	56%
Other contractual services: culverts/drains	-	5,539	37,980	15%
Other contractual services: lake health	-	25	6,330	0%
Aquascaping* ¹	-	-	18,990	0%
Capital outlay	-	-	9,495	0%
Repairs and maintenance (aerators)	17	381	9,495	4%
Total water management services	<u>1,995</u>	<u>72,776</u>	<u>303,840</u>	24%

**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 JANUARY 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Electricity	5,774	21,637	41,509	52%
Contractual services-lightpole	943	4,580	46,491	10%
Total street lighting services	<u>10,774</u>	<u>43,481</u>	<u>88,000</u>	49%
Landscaping				
Supervisor	5,351	21,810	111,000	20%
Personnel services	89,945	341,194	1,100,000	31%
Capital outlay	-	41,623	60,000	69%
Fuel	2,364	19,444	25,000	78%
Repairs and maintenance (parts)	2,397	13,158	40,000	33%
Insurance* ¹	-	22,371	16,810	133%
Minor operating equipment	418	8,530	20,000	43%
Horticulture dumpster	16,200	28,800	40,000	72%
Miscellaneous equipment	-	123	-	N/A
Employee uniforms	3,376	9,798	34,000	29%
Chemicals	5,724	30,194	58,000	52%
Flower program * ²	-	57,639	130,000	44%
Mulch program * ²	-	65,431	83,000	79%
Plant replacement program * ²	-	7,155	40,000	18%
Other contractual - tree trimming* ¹	-	1,050	12,660	8%
Other contractual - horticulturalist	-	-	2,000	0%
Other contractual - training	-	197	1,500	13%
Maintenance tracking software	-	-	20,000	0%
Unbudgeted contractual services	-	81,215	82,000	99%
Fountain maintenance	399	9,715	10,000	97%
Office operations	1,733	8,685	23,000	38%
Monument maintenance	-	707	15,000	5%
Total landscaping services	<u>127,907</u>	<u>768,839</u>	<u>1,923,970</u>	40%
Roadway				
Personnel	542	1,930	8,546	23%
Repairs and maintenance - parts	-	775	6,330	12%
Insurance	-	2,453	1,899	129%
Total roadway services	<u>542</u>	<u>5,158</u>	<u>16,775</u>	31%

**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 JANUARY 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Parks & recreation				
Utilities	770	3,080	10,500	29%
Operating supplies	328	328	1,000	33%
Total parks & recreation	<u>1,098</u>	<u>3,408</u>	<u>11,500</u>	30%
Other fees & charges				
Property appraiser	-	-	3,625	0%
Tax collector	-	6,783	5,358	127%
Total other fees & charges	<u>-</u>	<u>6,783</u>	<u>8,983</u>	76%
Total expenditures	<u>153,395</u>	<u>967,156</u>	<u>2,566,020</u>	38%
Excess/(deficiency) of revenues over/(under) expenditures	(153,139)	1,318,250	-	
Fund balances - beginning	2,551,348	1,079,959	1,168,661	
Fund balances - ending	<u>\$ 2,398,209</u>	<u>\$ 2,398,209</u>	<u>\$ 1,168,661</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

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

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
ASSETS			
Current assets:			
Cash			
Wells Fargo	\$ 231,869	\$ -	\$ 231,869
SunTrust	245,452	50,686	296,138
Bank United MM	10,000	2,000	12,000
Bank United ICS	590,000	8,000	598,000
Accounts receivable (customers)	5,705	-	5,705
Due from Bayside general fund 001	1,813	1,062	2,875
Due from Bay Creek general fund 101	372	2,176	2,548
Due from Bay Creek enterprise fund 451	87,935	-	87,935
Accounts receivable (clearing fund)	137,952	44,353	182,305
WC deposit	104	35	139
Total current assets	1,311,202	108,312	1,419,514
Noncurrent assets:			
Capital assets			
Property, plant and equipment	1,968,959	24,570	1,993,529
Irrigation system	-	596,951	596,951
Less accumulated depreciation	(1,598,548)	(562,903)	(2,161,451)
Total capital assets, net of accumulated depreciation	370,411	58,618	429,029
Total noncurrent assets	370,411	58,618	429,029
Total assets	1,681,613	166,930	1,848,543
LIABILITIES			
Current liabilities:			
Unearned revenue	-	6,879	6,879
Customer deposits	47,964	12,188	60,152
Due to Bayside enterprise fund 401	-	87,935	87,935
Total current liabilities	47,964	107,002	154,966
NET POSITION			
Net investment in capital assets	370,411	58,618	429,029
Unrestricted	1,263,238	1,310	1,264,548
Total net position	\$ 1,633,649	\$ 59,928	\$ 1,693,577

**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 JANUARY 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
OPERATING REVENUES:				
Charges for services				
Assessment levy - net	\$ -	\$ 299,795	\$ 325,545	92%
Irrigation	35,817	191,709	584,000	33%
Total operating revenues	<u>35,817</u>	<u>491,504</u>	<u>909,545</u>	54%
OPERATING EXPENSES:				
Administrative services				
Supervisor's fees	-	1,076	6,459	17%
Engineering fees	337	1,401	5,000	28%
Legal	240	517	6,000	9%
Audit	-	-	5,000	0%
Management	1,395	5,576	16,731	33%
Accounting & payroll	467	1,867	5,600	33%
Computer services	140	560	1,680	33%
Utility billing	-	11,520	33,500	34%
Telephone	25	104	311	33%
Postage & reproduction	-	124	450	28%
Printing and binding	136	547	1,639	33%
Legal notices and communications	-	165	375	44%
Office supplies	56	181	251	72%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* ¹	-	6,408	6,340	101%
Miscellaneous	63	252	2,250	11%
Total administrative services	<u>2,859</u>	<u>30,438</u>	<u>91,820</u>	33%
Field management services				
Other contractual services	<u>1,051</u>	<u>4,200</u>	<u>12,600</u>	33%
Total field management services	<u>1,051</u>	<u>4,200</u>	<u>12,600</u>	33%
Water management services				
NPDES program	-	-	1,835	0%
Other contractual services: lakes	-	26,496	104,595	25%
Other contractual services: wetlands	1,147	12,251	22,020	56%
Other contractual services: culverts/drains	-	3,211	22,020	15%
Other contractual services: lake health	-	15	3,670	0%
Aquascaping* ¹	-	-	11,010	0%
Capital outlay	-	-	5,505	0%
Repairs and maintenance (aerators)*	9	220	5,505	4%
Total water management services	<u>1,156</u>	<u>42,193</u>	<u>176,160</u>	24%

**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 JANUARY 31, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	7,340	0%
Total landscape services	-	-	7,340	0%
Roadway services				
Personnel	151	576	4,955	12%
Repairs and maintenance - parts	-	449	3,671	12%
Insurance	19	1,839	2,999	61%
Total irrigation supply services	170	2,864	11,625	25%
Irrigation supply services				
Personnel	3,728	14,736	74,000	20%
Reclaimed water	8,155	30,586	75,646	40%
Repairs and maintenance - parts	5,246	11,985	25,000	48%
Insurance* ¹	-	16,083	12,500	129%
Minor operating equipment	-	-	75,945	0%
Meter costs	2,088	5,239	7,500	70%
Other contractual services	1,500	3,785	9,000	42%
Electricity	7,516	31,422	95,000	33%
Pumps & machinery	3,111	18,281	75,000	24%
Depreciation	4,876	19,504	60,000	33%
Total irrigation supply services	36,220	151,621	509,591	30%
Total operating expenses	41,456	231,316	809,136	29%
Operating income/(loss)	(5,639)	260,188	100,409	
Nonoperating revenues/(expenses):				
Interest income	229	1,745	500	349%
Miscellaneous income	-	-	55,000	0%
Total nonoperating revenues	229	1,745	55,500	3%
Change in net position	(5,410)	261,933	155,909	
Total net position - beginning	1,698,987	1,431,644	1,407,673	
Total net position - ending	<u>\$ 1,693,577</u>	<u>\$ 1,693,577</u>	<u>\$ 1,563,582</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

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

	General Fund		Total Governmental Funds
	001	The Colony 002	
ASSETS			
Cash			
Truist	\$ 531,187	\$286,814	\$ 818,001
Truist - debit card	2,000	-	2,000
FineMark MM	65,410	83,323	148,733
FineMark ICS	-	6,128	6,128
Bank United ICS	20,000	45,000	65,000
Bank United MM	5,000	5,000	10,000
Accounts receivable (clearing fund)	1,151,205	435,813	1,587,018
Due from other funds			
Bayside general fund 002 - The Colony	1,918	-	1,918
Due from other governments	-	6,223	6,223
Prepaid expense	130	-	130
WC deposit	1,462	-	1,462
Deposits	125	555	680
Total assets	<u>\$ 1,778,437</u>	<u>\$ 868,856</u>	<u>\$ 2,647,293</u>
LIABILITIES & FUND BALANCES			
Due to other funds			
Bayside - general fund 001	782	1,918	2,700
Due to other governments (Bay Creek)			
Bay Creek - general fund 101	10,356	4,735	15,091
Bay Creek - enterprise fund 451	1,062	-	1,062
Due to Bayside - enterprise fund 401	1,813	-	1,813
Total liabilities	<u>14,013</u>	<u>6,653</u>	<u>20,666</u>
Fund balances			
Unassigned	<u>1,764,424</u>	<u>862,203</u>	<u>2,626,627</u>
Total fund balances	<u>1,764,424</u>	<u>862,203</u>	<u>2,626,627</u>
Total liabilities and fund balances	<u>\$ 1,778,437</u>	<u>\$ 868,856</u>	<u>\$ 2,647,293</u>

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

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 1,851,795	\$ 1,987,933	93%
Interest	254	998	70,000	1%
Street sweeping	-	-	10,494	0%
Miscellaneous	-	150	-	N/A
Total revenue	<u>254</u>	<u>1,852,943</u>	<u>2,068,427</u>	90%
EXPENDITURES				
Administration services				
Supervisors	-	1,615	9,689	17%
Engineering	822	3,410	12,171	28%
Legal	586	1,260	14,605	9%
Audit	-	-	7,500	0%
Management	2,840	11,360	34,079	33%
Accounting & payroll	1,136	4,544	13,631	33%
Computer services	341	1,363	4,089	33%
Assessment roll preparation* ¹	-	-	6,877	0%
Telephone	64	257	771	33%
Postage & reproduction	-	301	1,095	27%
Printing & binding	333	1,330	3,990	33%
Legal notices and communications	-	402	913	44%
Office supplies	138	440	609	72%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	154	614	5,477	11%
Total administration services	<u>6,414</u>	<u>36,849</u>	<u>125,465</u>	29%
Field management				
Other contractual services	2,556	10,223	30,670	33%
Total field management services	<u>2,556</u>	<u>10,223</u>	<u>30,670</u>	33%
Water management				
NPDES program	-	-	2,568	0%
Other contractual services: lakes	-	37,081	146,381	25%
Other contractual services: wetlands	1,605	17,146	30,817	56%
Other contractual service: culverts/drains	-	4,494	30,817	15%
Other contractual services: lake health	-	20	5,136	0%
Aquascaping* ¹	-	-	15,408	0%
Capital outlay	-	-	7,704	0%
Repairs and maintenance (aerators)	14	309	7,704	4%
Total water management services	<u>1,619</u>	<u>59,050</u>	<u>246,535</u>	24%

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

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Electricity	4,685	17,556	32,456	54%
Contractual services-lightpole	-	2,951	38,947	8%
Total street lighting services	<u>8,742</u>	<u>35,280</u>	<u>71,403</u>	49%
Landscaping				
Supervisor	4,341	17,695	90,065	20%
Personnel	72,967	276,797	892,540	31%
Capital outlay	-	33,773	48,684	69%
Fuel	1,918	15,777	20,285	78%
Repairs & maintenance (parts)	1,945	10,746	32,456	33%
Insurance* ¹	-	18,114	13,640	133%
Minor operating equipment	340	6,952	16,228	43%
Horticultural dumpster	13,145	23,368	32,456	72%
Miscellaneous equipment	-	30	-	N/A
Employee uniforms	2,739	7,950	27,588	29%
Chemicals	4,644	24,498	47,061	52%
Flower program* ²	-	46,768	105,482	44%
Mulch program* ²	-	53,091	67,346	79%
Plant replacement program* ²	-	5,806	32,456	18%
Other contractual - tree trimming* ¹	-	852	10,272	8%
Other contractual - horticulturalist	-	-	1,623	0%
Other contractual - training	-	130	1,217	11%
Maintenance tracking software	-	-	16,228	0%
Unbudgeted contractual services	-	65,898	66,535	99%
Fountain maintenance	324	7,883	8,114	97%
Office operations	1,406	7,047	18,662	38%
Monument maintenance	-	574	12,171	5%
Total landscaping services	<u>103,769</u>	<u>623,749</u>	<u>1,561,109</u>	40%
Roadway services				
Personnel	439	1,566	6,934	23%
Repairs & maintenance - parts	-	629	5,136	12%
Insurance	-	1,986	1,541	129%
Total roadway services	<u>439</u>	<u>4,181</u>	<u>13,611</u>	31%
Parks & recreation				
Utilities	739	2,957	10,080	29%
Operating supplies	315	315	960	33%
Total parks & recreation	<u>1,054</u>	<u>3,272</u>	<u>11,040</u>	30%

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

	Current Month	Year to Date	Annual Budget	% of Budget
Other fees & charges				
Property appraiser	-	-	3,480	0%
Tax collector	-	6,762	5,144	131%
Total other fees & charges	-	6,762	8,624	78%
Total expenditures	124,593	779,366	2,068,457	38%
Excess/(deficiency) of revenues over/(under) expenditures	(124,339)	1,073,577	(30)	
Fund balances - beginning	1,888,763	690,847	727,687	
Fund balances - ending	<u>\$ 1,764,424</u>	<u>\$ 1,764,424</u>	<u>\$ 727,657</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

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

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 715,938	\$ 771,352	93%
Interest & miscellaneous	350	1,378	15,000	9%
Total revenues	<u>350</u>	<u>717,316</u>	<u>786,352</u>	91%
EXPENDITURES				
Administrative services				
Accounting & payroll	782	3,127	9,380	33%
Computer services	286	1,135	3,411	33%
Assessment roll preparation* ¹	-	-	1,150	0%
Field management	1,184	4,737	14,211	33%
Other current charges	44	172	-	N/A
Total administrative services	<u>2,296</u>	<u>9,171</u>	<u>28,152</u>	33%
Street lighting services				
Contractual services - light poles* ¹	-	718	5,000	14%
Total street lighting services	<u>-</u>	<u>718</u>	<u>5,000</u>	14%
Landscaping maintenance services				
Personnel services	17,632	98,972	350,000	28%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	-	-	1,500	0%
Other contractual - turf & shrub	-	-	100,000	0%
Rentals & leases	-	-	20,000	0%
Fuel	-	-	7,500	0%
Repairs & maintenance (parts)	1,214	4,287	12,000	36%
Insurance* ¹	-	3,648	3,000	122%
Horticulture dumpster	-	-	16,000	0%
Miscellaneous equipment	-	-	2,500	0%
Chemicals	7,721	31,220	2,500	1249%
Flower program* ²	-	27,957	70,000	40%
Mulch program* ²	-	10,019	40,000	25%
Plant replacement program* ²	-	3,500	40,000	9%
Other contractual - tree trimming* ²	1,375	1,375	12,000	11%
Monument maintenance	-	-	3,000	0%
Total landscaping maintenance services	<u>27,942</u>	<u>180,978</u>	<u>681,500</u>	27%

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Fountain services				
Operating supplies	12,257	61,562	140,000	44%
Total fountain services	<u>12,257</u>	<u>61,562</u>	<u>140,000</u>	44%
Total expenditures	<u>42,495</u>	<u>252,429</u>	<u>854,652</u>	30%
Net increase/(decrease) of fund balance	(42,145)	464,887	(68,300)	
Fund balance - beginning	904,348	397,316	404,960	
Fund balance - ending	<u>\$ 862,203</u>	<u>\$ 862,203</u>	<u>\$ 336,660</u>	

*1 Typically an annual expense.

*2 Typically a seasonal expense.

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

	<u>Bayside Improvement Enterprise Fund 401</u>
ASSETS	
Current assets:	
Cash	
Wells Fargo	\$ 231,869
SunTrust	245,452
Bank United ICS	590,000
Bank United MM	10,000
Accounts receivable (customers)	5,705
Due from Bayside general fund 001	1,813
Due from Bay Creek general fund 101	372
Due from Bay Creek enterprise fund	87,935
Accounts receivable (clearing fund)	137,952
WC deposit	104
Total current assets	<u>1,311,202</u>
Noncurrent assets:	
Capital assets	
Property, plant and equipment	1,968,959
Less accumulated depreciation	<u>(1,598,548)</u>
Total capital assets, net of accumulated depreciation	<u>370,411</u>
Total noncurrent assets	<u>370,411</u>
Total assets	<u>1,681,613</u>
LIABILITIES	
Current liabilities:	
Customer deposits	<u>47,964</u>
Total current liabilities	<u>47,964</u>
NET POSITION	
Net investment in capital assets	370,411
Unrestricted	<u>1,263,238</u>
Total net position	<u><u>\$ 1,633,649</u></u>

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

	Current Month	Year to Date	Budget	% of Budget
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 226,622	\$ 244,159	93%
Irrigation	24,732	133,053	325,000	41%
Total operating revenues	<u>24,732</u>	<u>359,675</u>	<u>569,159</u>	63%
Operating expenses				
Administrative services				
Supervisors	-	538	3,230	17%
Engineering	253	1,051	3,750	28%
Legal	180	388	4,500	9%
Audit	-	-	2,500	0%
Management	1,046	4,182	12,549	33%
Accounting & payroll	350	1,400	4,200	33%
Computer services	105	420	1,260	33%
Utility billing	-	8,640	25,125	34%
Telephone	19	78	233	33%
Postage & reproduction	-	93	338	28%
Printing and binding	102	410	1,229	33%
Legal notices and communications	-	124	281	44%
Office supplies	42	136	188	72%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	47	189	1,688	11%
Total administrative services	<u>2,144</u>	<u>20,958</u>	<u>64,416</u>	33%
Field management services				
Other contractual services	788	3,150	9,450	33%
Total field management services	<u>788</u>	<u>3,150</u>	<u>9,450</u>	33%
Water management services				
NPDES program	-	-	1,376	0%
Other contractual services: lakes	-	19,872	78,446	25%
Other contractual services: wetlands	860	9,188	16,515	56%
Other contractual services: culverts/drains	-	2,408	16,515	15%
Other contractual services: lake health	-	11	2,753	0%
Aquascaping* ¹	-	-	8,258	0%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	7	165	4,129	4%
Total water management services	<u>867</u>	<u>31,644</u>	<u>132,121</u>	24%

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

	Current Month	Year to Date	Budget	% of Budget
Landscape services				
Other contractual - tree trimming	-	-	5,505	0%
Total landscape services	-	-	5,505	0%
Roadway services				
Personnel	113	432	3,716	12%
Repairs and maintenance - parts	-	337	2,753	12%
Insurance	14	1,379	2,250	61%
Total irrigation supply services	127	2,148	8,719	25%
Irrigation supply services				
Personnel	2,797	11,052	55,500	20%
Repairs and maintenance - parts	3,935	8,988	18,750	48%
Insurance* ¹	-	12,062	9,375	129%
Surplus RCS Water-Bayside	-	-	75,945	0%
Meter costs	1,566	3,929	5,625	70%
Other contractual services	1,125	2,839	6,750	42%
Electricity	5,637	23,567	71,250	33%
Pumps & machinery	2,333	13,711	56,250	24%
Depreciation	3,626	14,504	45,000	32%
Total irrigation supply services	21,019	90,652	344,445	26%
Total operating expenses	24,945	148,552	564,656	26%
Operating income/(loss)	(213)	211,123	4,503	
Nonoperating revenues/(expenses)				
Interest income	228	1,743	375	465%
Miscellaneous income	-	-	45,000	0%
Total nonoperating revenues	228	1,743	45,375	4%
Change in net position	15	212,866	49,878	
Total net position - beginning	1,633,634	1,420,783	1,394,140	
Total net position - ending	<u>\$ 1,633,649</u>	<u>\$ 1,633,649</u>	<u>\$ 1,444,018</u>	

*¹ Typically an annual expense.

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

	General Fund	Total Governmental Funds
	101	
ASSETS		
Cash		
SunTrust	\$ 125,990	\$ 125,990
FineMark MM	50	50
Bank United ICS	208,510	208,510
Bank United MM	25,000	25,000
Accounts receivable (clearing fund)	261,530	261,530
Due from other governments - Bayside Improvement		
Bayside general fund 001	10,356	10,356
Bayside general fund 002 - The Colony	4,735	4,735
WC deposit	344	344
Total assets	\$ 636,515	\$ 636,515
LIABILITIES & FUND BALANCES		
Liabilities		
Accounts payable	\$ 182	\$ 182
Due to other governments - Bayside Improvement		
Bayside - enterprise fund 401	372	372
Due to Bay Creek - enterprise fund 451	2,176	2,176
Total liabilities	2,730	2,730
Fund balances		
Unassigned	633,785	633,785
Total fund balances	633,785	633,785
Total liabilities and fund balances	\$ 636,515	\$ 636,515

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

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 431,467	\$ 480,060	90%
Interest	2	996	15,000	7%
Street sweeping	-	-	2,506	0%
Total revenues	<u>2</u>	<u>432,463</u>	<u>497,566</u>	87%
EXPENDITURES				
Administration services				
Supervisors	-	1,615	9,689	17%
Engineering	191	793	2,829	28%
Legal	136	293	3,395	9%
Audit	-	-	7,500	0%
Management	660	2,640	7,921	33%
Accounting & payroll	264	1,056	3,168	33%
Computer services	79	317	951	33%
Assessment roll preparation* ¹	-	-	1,599	0%
Telephone	15	60	179	34%
Postage & reproduction	-	70	255	27%
Printing & binding	77	309	928	33%
Legal notices and communications	-	93	212	44%
Office supplies	32	102	141	72%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	61	223	1,273	18%
Total administration services	<u>1,515</u>	<u>17,263</u>	<u>49,689</u>	35%
Field management fees				
Other contractual	594	2,376	7,129	33%
Total field management	<u>594</u>	<u>2,376</u>	<u>7,129</u>	33%
Water management				
NPDES program	-	-	597	0%
Other contractual services: lakes	-	8,619	34,024	25%
Other contractual services: wetlands	373	3,985	7,163	56%
Other contractual service: culverts/drains	-	1,045	7,163	15%
Other contractual services: lake health	-	5	1,194	0%
Aquascaping* ¹	-	-	3,582	0%
Capital outlay	-	-	1,791	0%
Repairs and maintenance (aerators)	3	72	1,791	4%
Total water management	<u>376</u>	<u>13,726</u>	<u>57,305</u>	24%

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Street lighting				
Electricity	1,089	4,081	9,053	45%
Contractual services-lightpole	943	1,629	7,544	22%
Total street lighting	<u>2,032</u>	<u>8,201</u>	<u>16,597</u>	49%
Landscape services				
Supervisor	1,010	4,115	20,935	20%
Personnel services	16,978	64,397	207,460	31%
Capital outlay	-	7,850	11,316	69%
Fuel	446	3,667	4,715	78%
Repairs and maintenance (parts)	452	2,412	7,544	32%
Insurance* ¹	-	4,257	3,170	134%
Minor operating equipment	78	1,578	3,772	42%
Horticulture dumpster	3,055	5,432	7,544	72%
Miscellaneous equipment	-	93	-	N/A
Employee uniforms	637	1,848	6,412	29%
Chemicals	1,080	5,696	10,939	52%
Flower program* ²	-	10,871	24,518	44%
Mulch program* ²	-	12,340	15,654	79%
Plant replacement program* ²	-	1,349	7,544	18%
Other contractual - tree trimming* ¹	-	198	2,388	8%
Other contractual - horticulturalist	-	-	377	0%
Other contractual - training	-	67	283	24%
Maintenance tracking software	-	-	3,772	0%
Unbudgeted contractual services	-	15,317	15,465	99%
Fountain maintenance	75	1,832	1,886	97%
Office operations	327	1,638	4,338	38%
Monument maintenance	-	133	2,829	5%
Total landscape services	<u>24,138</u>	<u>145,090</u>	<u>362,861</u>	40%
Roadway services				
Personnel	103	364	1,612	23%
Repairs and maintenance - parts	-	146	1,194	12%
Insurance	-	467	358	130%
Total roadway services	<u>103</u>	<u>977</u>	<u>3,164</u>	31%
Parks & recreation				
Utilities	31	123	420	29%
Operating supplies	13	13	40	33%
Total parks and recreation	<u>44</u>	<u>136</u>	<u>460</u>	30%

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Other fees & charges				
Property appraiser	-	-	145	0%
Tax collector	-	21	214	10%
Total other fees & charges	<u>-</u>	<u>21</u>	<u>359</u>	6%
Total expenditures	<u>28,802</u>	<u>187,790</u>	<u>497,564</u>	38%
Excess/(deficiency) of revenues over/(under) expenditures	(28,800)	244,673	2	
Fund balances - beginning	662,585	389,112	440,974	
Fund balances - ending	<u>\$ 633,785</u>	<u>\$ 633,785</u>	<u>\$ 440,976</u>	

*¹ Typically an annual expense.

*² Typically a seasonal expense.

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

	Bay Creek Enterprise Fund 451
ASSETS	
Current assets:	
Cash	
SunTrust	\$ 50,686
Bank United ICS	8,000
Bank United MM	2,000
Due from Bayside general fund 001	1,062
Due from Bay Creek general fund 101	2,176
Accounts receivable (clearing fund)	44,353
WC deposit	35
Total current assets	<u>108,312</u>
Noncurrent assets:	
Capital assets	
Property, plant and equipment	24,570
Irrigation system	596,951
Less accumulated depreciation	<u>(562,903)</u>
Total capital assets, net of accumulated depreciation	<u>58,618</u>
Total noncurrent assets	<u>58,618</u>
Total assets	<u>166,930</u>
LIABILITIES	
Current Liabilities:	
Unearned revenue	6,879
Customer deposits	12,188
Due to Bayside enterprise fund 401	<u>87,935</u>
Total current liabilities	<u>107,002</u>
NET POSITION	
Net investment in capital assets	58,618
Unrestricted	<u>1,310</u>
Total net position	<u>\$ 59,928</u>

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 73,173	\$ 81,386	90%
Irrigation	11,085	58,656	259,000	23%
Total operating revenues	<u>11,085</u>	<u>131,829</u>	<u>340,386</u>	39%
Operating expenses				
Administrative services				
Supervisors	-	538	3,230	17%
Engineering	84	350	1,250	28%
Legal	60	129	1,500	9%
Audit	-	-	2,500	0%
Management	349	1,394	4,183	33%
Accounting & payroll	117	467	1,400	33%
Computer services	35	140	420	33%
Utility billing	-	2,880	8,375	34%
Telephone	6	26	78	33%
Postage & reproduction	-	31	113	27%
Printing and binding	34	137	410	33%
Legal notices and communications	-	41	94	44%
Office supplies	14	45	63	71%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	16	63	563	11%
Total administrative services	<u>715</u>	<u>9,480</u>	<u>27,408</u>	35%
Field management services				
Other contractual services	263	1,050	3,150	33%
Total field management services	<u>263</u>	<u>1,050</u>	<u>3,150</u>	33%
Water management services				
NPDES program	-	-	459	0%
Other contractual services: lakes	-	6,624	26,149	25%
Other contractual services: wetlands	287	3,063	5,505	56%
Other contractual services: culverts/drains	-	803	5,505	15%
Other contractual services: lake health	-	4	918	0%
Aquascaping* ¹	-	-	2,753	0%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	2	55	1,376	4%
Total water management services	<u>289</u>	<u>10,549</u>	<u>44,041</u>	24%

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Landscape services				
Other contractual - tree trimming	-	-	1,835	0%
Total landscape services	<u>-</u>	<u>-</u>	<u>1,835</u>	<u>0%</u>
Roadway services				
Personnel	38	144	1,239	12%
Repairs and maintenance - parts	-	112	918	12%
Insurance	5	460	750	61%
Total irrigation supply services	<u>43</u>	<u>716</u>	<u>2,907</u>	<u>25%</u>
Irrigation supply services				
Personnel	931	3,684	18,500	20%
Reclaimed water	8,155	30,586	75,646	40%
Repairs and maintenance - parts	1,311	2,997	6,250	48%
Insurance* ¹	-	4,021	3,125	129%
Meter costs	522	1,310	1,875	70%
Other contractual services	375	946	2,250	42%
Electricity	1,879	7,855	23,750	33%
Pumps & machinery	778	4,570	18,750	24%
Depreciation	1,250	5,000	15,000	33%
Total irrigation supply services	<u>15,201</u>	<u>60,969</u>	<u>165,146</u>	<u>37%</u>
Total operating expenses	<u>16,511</u>	<u>82,764</u>	<u>244,487</u>	<u>34%</u>
Operating income/(loss)	(5,426)	49,065	95,899	
Nonoperating revenues/(expenses)				
Interest income	1	2	125	2%
Miscellaneous income	-	-	10,000	0%
Total nonoperating revenues	<u>1</u>	<u>2</u>	<u>10,125</u>	<u>0%</u>
Change in net position	(5,425)	49,067	106,024	
Total net position - beginning	65,353	10,861	13,533	
Total net position - ending	<u>\$ 59,928</u>	<u>\$ 59,928</u>	<u>\$ 119,557</u>	

*¹ Typically an annual expense.

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

MINUTES

DRAFT

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

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The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held a Joint Regular Meeting on January 22, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public were able to participate via Zoom, at <https://us02web.zoom.us/j/84137772934>, and via conference call at 1-929-205-6099, Meeting ID: 841 3777 2934 for both.

Present for Bayside Improvement CDD were:

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

Present for Bay Creek CDD were:

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

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Dan Cox (via phone/Zoom)	District Counsel, Bay Creek CDD
Greg Urbancic (via phone/Zoom)	District Counsel, Bayside Improvement CDD
Frank Savage (via phone/Zoom)	District Engineer
Paul Kemp	Field Manager
Bailey Hill (via phone/Zoom)	SOLitude Lake Management (SOLitude)
Eric Franzoi	President, W.J. Johnson & Associates
Andy Nott	Superior Waterway
Ellen Dennis	Resident

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FIRST ORDER OF BUSINESS

Call to Order/Phone Silent Mode/Pledge of Allegiance

Mr. McCarthy called the meeting to order at 2:00 p.m.
All present recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Roll Call

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

THIRD ORDER OF BUSINESS

Public Comments: Agenda Items

Resident Ellen Dennis stated she is happy to see discussion of cane toads on the agenda. She attended a meeting on July 31, 2023 and discussed the Association’s willingness to partner in such a program.

JOINT BUSINESS ITEMS

FOURTH ORDER OF BUSINESS

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

Mr. Savage stated he has been working on the NPDES permit. The CDDs have been a co-permittee for some time; the permit is in year seven of the current permit cycle. The permit is supposed to renew every five years. During the Department of Environmental Protection (DEP) meeting last week with the co-permittees, the DEP indicated that it is trying to get the permit issued by the end of January 2024. If that happens, the CDDs’ permit might be in year one of the subsequent permit cycle. As of now, Staff is continuing with year seven of the existing permit cycle; all the reporting will be done in October but the permit cycle ends at the end of April for the inspection. It has been unexpectedly rainy recently but this is a good time to perform the inspections required for the permit. Barraco & Associates does not perform the actual inspections.

73 Mr. Savage read the following update from Mr. Wes Kayne regarding continued on-site
74 inspections of Parcels M & N: “We had a Field Representative on site to review the drainage
75 conveyances through Parcels M & N on January 15, 2024. They reported at that time that the
76 contractor said a portion of the swale had been severed but they installed a pump to bypass the
77 impacted portion of the swale to ensure that the conveyance is properly functioning.
78 Additionally, the BMPs that were associated with the conveyance swale and lake were reviewed
79 while on site. There were a few minor maintenance issues that were noted by an inspector, which
80 were reported to the contractor, and have already been remedied.”

81

82 **FIFTH ORDER OF BUSINESS**

**Waterway Inspection Report: December
2023 and January 2024 – SOLitude Lake
Management, LLC**

83

84

85

86 Ms. Hill presented the December 2023 Report. She noted that all debris was removed
87 from the WCI lake on December 1, 2023. The Management Summary failed to list the physical
88 removal of bull rush from Lake D-8 on December 15, 2023. Some improvement was observed in
89 Lake E-8, where submersed weeds were treated, but algae on the perimeter of the lake is
90 currently being treated. Technicians will follow up in two weeks and removal will be done, if
91 necessary. Bacopa was removed from Lake E-15.

92 Ms. Hill presented the January 2024 Report. She noted that algae treatments are
93 scheduled for Lakes D-8 and A-9 and vines in the canna were removed from Lake A-9. Surface
94 algae was successfully treated on Lake D-15; it might have been a result of grass clippings. Cattails
95 and bull rush were removed from Lakes E-11, E-14, E-16 and E-3.

96

97 **SIXTH ORDER OF BUSINESS**

**Update: Maintenance Facility Space
Optimization**

98

99

100 Mr. Eric Franzoi, of W.J. Johnson & Associates, presented the proposed “Maintenance
101 Facility Site Plan Changes” and responded to questions. He presented a rendering of a shed-type
102 structure with a low-slope roofed building on posts that would protect vehicles. Installed on
103 existing asphalt, it would not represent much new impermeable space. Plantings were lost over
104 the years but low-maintenance plantings would meet code requirements and provide separation

105 for the area. He advised against including traffic control in the site plan revisions, as it is a very
106 involved regulatory process.

107 Mr. McCarthy asked if the location of the proposed shed currently includes parking
108 spaces. Mr. Franzoi stated it is not marked as parking spaces; all parking spaces are in front,
109 where trailers and small vehicles pull up on the asphalt. The proposed shed could accommodate
110 and protect a trailer, utility vehicles, etc. The design will determine which vehicles the shed can
111 accommodate. The area is currently asphalt but it is not used for parking; 24' is maintained
112 between the building and the new structure.

113 Mr. McCarthy asked about the structure to the south of the proposed covered storage
114 and noted that if it is the dumpster pad, another dumpster pad and enclosure will be needed.
115 Mr. Adams stated there is a dumpster pad, wash-off pad and material storage.

116 Mr. Nicholson asked what the area depicted by the red rectangle was designated to be in
117 the original Development Order. Mr. Franzoi stated it was designated to be asphalt. Mr.
118 Nicholson asked if the area can be enclosed to provide weather protection. Mr. Franzoi replied
119 affirmatively; optional sides are available for the structure shown in the rendering. An agricultural
120 type building is shown but other building types can be considered.

121 Mr. McCarthy believes some type of parking will be required for the building.

122 Discussion ensued regarding parking and planting requirements, the need to protect the
123 CDD's investments in equipment and the need to ensure access for emergency vehicles.

124 Potential uses of the stormwater retention area were discussed.

125 Mr. Franzoi stated that a lot of investment will be necessary before any building can
126 proceed. He stated that Lee County will schedule a meeting when he agrees to submit a site plan.

127 Regarding whether to proceed to the next step, Mr. Cramer voiced his opinion that this
128 would enhance the CDDs' ability to service the community, in its entirety.

129 Mr. Franzoi estimated that the building in his exhibit would cost \$125,000 in construction
130 costs. The painted galvanized metal is rustproof and various color options are available. Electrical
131 outlets are an additional option.

132 Mr. McCarthy noted that total costs must include bringing the site into compliance.

133 Mr. Kemp believes the structure will improve the CDDs’ ability to maintain equipment at
134 a higher level than without covered parking.

135 Mr. McCarthy cautioned that the blacktop’s purpose might include turning radius. It was
136 noted that the correct authorities would be consulted.

137 Discussion ensued regarding the scope of the project.

138

139 **On MOTION for Bayside by Mr. Cramer and seconded by Ms. Montgomery, with**
140 **all in favor, authorizing an informal meeting with the County to investigate the**
141 **probability of being able to build according to this plan, was approved.**

142

143 **On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in**
144 **favor, authorizing an informal meeting with the County to investigate the**
145 **probability of being able to build according to this plan, was approved.**

146

147

148 **SEVENTH ORDER OF BUSINESS**

Continued Discussion: Cane Toad Control

149

150 **A. Bonita Bay Presentation Given to Community**

151 Ms. Montgomery discussed the Bonita Bay Cane Toad Program sponsored by the Eco Club
152 of Pelican Landing, of which she is a member. She has been hearing about their efforts for several
153 years and spoke highly of the scope of the project, the number of volunteers and the scientific
154 approach. The data collected over several years documents the success of the program and, while
155 they have a paid contractor, many well-trained volunteers also participate; the PowerPoint is
156 self-explanatory. She recalled previous discussion about cane toads, including successful
157 programs in other CDDs. She discussed Bonita Bay’s research and suggested the CDDs obtain an
158 additional proposal from Bonita Bay’s contractor, Southern Trappers. She requested a copy of
159 the contract prepared by Mr. Gavin, who developed expectations based on their research. She
160 noted that the presentation states that one female toad can lay 30,000 eggs and tadpoles are
161 black and easily distinguishable and can be removed from lakes proactively. She believes the
162 CDDs should be ready to begin removing tadpoles in March and that other community
163 stakeholders should be encouraged to assist, as toads can be removed from fairways at night.

164 Mr. Janek stated The Pointe already has a small committee and a resident is trying to
165 organize efforts to remove tadpoles from the lake.

166 Ms. Gravenhorst commended Bonita Bay on its efforts. She noted that, until recently, the
167 CDDs had not been involved in varmint control, including iguanas, pythons, alligators, etc., and
168 questioned whether the CDDs should get involved. She understands the need to remove tadpoles
169 but noted that Staff is not on site overnight. Mrs. Adams stated the contractors are on site at
170 night; residents need to be made aware of these efforts and informed about the presence of
171 volunteers and others working at night to address the cane toad issues.

172 Ms. Gravenhorst noted the need for cooperation from the other entities.

173 Mr. Cramer stated he was very impressed with the presentation. He thinks a team effort
174 is needed, including working with the golf course and other stakeholders, and sharing the cost
175 and the work.

176 Discussion ensued regarding resident interest and commitment, efforts underway in
177 neighboring communities, the danger to pets, the need to be proactive and involving the PLCA.

178 The consensus was for Staff to work with the PLCA to develop a strategy whereby all
179 parties can participate, and for Staff to request a proposal from Southern Trappers.

180 Mr. McCarthy thanked Ms. Dennis for her assistance with this initiative.

181 **B. Pesky Varmints, LLC Estimate #1911 for Cane Toad Control**

182 This item was not addressed.

183

184 **EIGHTH ORDER OF BUSINESS**

**Consideration of Resolutions Implementing
Section 190.006(3), Florida Statutes, and
Requesting that the Lee County Supervisor
of Elections Begin Conducting the Districts'
General Elections; Providing for
Compensation; Setting for the Terms of
Office; Authorizing Notice of the Qualifying
Period; and Providing for Severability and
an Effective Date**

194 **A. Resolution 2024-01, Bayside Improvement Community Development District**

195 **B. Resolution 2024-01, Bay Creek Community Development District**

196 Mr. McCarthy presented Resolution 2024-01 and read the title.

197 For Bayside, Seats 1, 3 and 5, currently held by Karen Montgomery, Walter McCarthy and
198 William Nicholson, respectively, will be up for election at the November 2024 General Election.

199 For Bay Creek, Seats 1 and 3, currently held by Jerry Addison and James Janek,
200 respectively, will be up for election at the November 2024 General Election.

201 Candidates must be a citizen of the United States, at least 18 years of age, a legal resident
202 of Florida, reside within the respective CDD and be a registered voter in Lee County. The
203 candidate qualifying period is noon, June 10, 2024 to noon, June 14, 2024.

204

205 **On MOTION for Bayside by Mr. Cramer and seconded by Ms. Gravenhorst, with**
206 **all in favor, Resolution 2024-01, Implementing Section 190.006(3), Florida**
207 **Statutes, and Requesting that the Lee County Supervisor of Elections Begin**
208 **Conducting the Districts’ General Elections; Providing for Compensation; Setting**
209 **for the Terms of Office; Authorizing Notice of the Qualifying Period; and**
210 **Providing for Severability and an Effective Date, was adopted.**

211

212 **On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Durney, with all**
213 **in favor, Resolution 2024-01, Implementing Section 190.006(3), Florida Statutes,**
214 **and Requesting that the Lee County Supervisor of Elections Begin Conducting**
215 **the Districts’ General Elections; Providing for Compensation; Setting for the**
216 **Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for**
217 **Severability and an Effective Date, was adopted.**

218

219

220 Asked about new legislation that might affect Supervisors, Mr. Adams stated the invasive
221 Form 6 requirements do not apply to Special Districts. Form 1, which is required annually, must
222 now be submitted electronically. Mr. Urbancic stated the Form 6 requirements only apply to
223 municipal elected officials, such as Village Council Members and Mayors. CDD Supervisors will
224 still file Form 1 electronically.

225 Mr. Adams stated he will email a link to the required annual ethics training courses; the
226 State Ethics Commission has a website and has identified a selection of courses that meet the
227 requirements, most of which are free. Coursework must be completed by December 31, 2024
228 and, as Form 1 matches the calendar year, if the coursework is not completed by the 2024 Form
229 1 submission deadline, completion will be indicated on the 2025 Form 1. Paid courses priced at
230 or below \$100 will be eligible for reimbursement, if necessary.

231

232 **NINTH ORDER OF BUSINESS** **Consideration Resolution 2024-02,**
 233 **Declaring Certain Tangible Personal**
 234 **Property Surplus Equipment and**
 235 **Authorizing the District Manager to Sell or**
 236 **Dispose of Said Equipment as Expeditiously**
 237 **as Possible and Providing for an Effective**
 238 **Date**
 239

240 Mr. McCarthy presented Resolution 2024-02 and read the title.

241 Mr. Adams stated the Dump List includes items that have lived their useful life; the values
 242 shown are not the current value.

243 Discussion ensued regarding the items listed and the purchase of new equipment.

244 Mr. Cramer suggested lights be installed on equipment for safety reasons.

245 Mr. Kemp stated the CDD mechanic will install any lights necessary.

246 **Ms. Gravenhorst left the meeting briefly at 10:38 a.m.**

247

248 **On MOTION for Bayside by Ms. Montgomery and seconded by Mr. Cramer, with**
 249 **all in favor, Resolution 2024-02, Declaring Certain Tangible Personal Property**
 250 **Surplus Equipment and Authorizing the District Manager to Sell or Dispose of**
 251 **Said Equipment as Expeditiously as Possible and Providing for an Effective Date,**
 252 **was adopted.**

253

254 **On MOTION for Bay Creek by Mr. Durney and seconded by Mr. Addison, with all**
 255 **in favor, Resolution 2024-02, Declaring Certain Tangible Personal Property**
 256 **Surplus Equipment and Authorizing the District Manager to Sell or Dispose of**
 257 **Said Equipment as Expeditiously as Possible and Providing for an Effective Date,**
 258 **was adopted.**

259

260

261 **TENTH ORDER OF BUSINESS** **Discussion: Irrigation Water Usage**
 262 **Compliance and Conservation**
 263

264 Mr. Adams recalled that the Coral Springs Improvement District (CSID) has done the billing
 265 for several decades. The allocated monthly amounts are no longer shown due to a change in
 266 printers; he is optimistic that this information will be reinstated.

267 Mr. McCarthy asked Mr. Adams if he has any further thoughts regarding the penalty rates.

268 Mr. Adams stated Lee County adopted new usage restrictions, whereby watering is limited to
269 one day per week, on an even/odd basis, on Saturday and Sundays.

270 Mr. Willis stated that watering is prohibited between 9:00 a.m. and 5:00 p.m.

271 Asked how that affects the CDDs' water purchase, Mr. Adams stated the CDDs' reuse
272 offers an exemption; the pumphouses allow for consistent usage.

273 Mr. McCarthy asked what should be done with regard to conservation. Mr. Adams stated
274 education is the primary solution; the PLCA is effective in this regard and the County is informing
275 residents about watering restrictions.

276 Mr. Kemp stated that water reserves are stable and prohibiting water usage three nights
277 in a row goes a long way to keeping reserves. The CDDs are not in crisis due to the pump schedule.

278 Mr. Adams stated the County officially released the CDDs from the severe drought label
279 that was in effect for the last year.

280 Mr. Cramer suggested Staff work with the PLCA to get this information into the e-blast to
281 homeowners so that all are informed.

282 Ms. Gravenhorst agreed and suggested Staff contact the Landscape Committee, which
283 has a meeting this coming week, to inform them that the CDDs are still restricted to watering
284 once per week. She noted that seasonal residents are often unaware of matters such as the
285 watering schedule.

286 Mr. Nicholson recalled a discussion with Ms. Truth regarding what can be done to enforce
287 premiums for excess water usage. He suggested partnering with the PLCA in this regard, as its
288 organizational structure is designed to address this type of matter, and asking the PLCA to take
289 on the oversight part of the responsibility.

290 Ms. Montgomery concurred and stated the PLCA is seeking volunteers to serve on various
291 committees, including one for fining. She noted that the CDDs have a Landscape Agreement with
292 the PLCA and suggested it might be time to enter into an Agreement for this service, as well, in
293 preparation for the next drought, so that excessive users are properly fined.

294 Authority to impose fines, enforcement, noticing requirements, meter shutoff, bill
295 stuffers and the processes for changing rates, tariffs and penalties, were discussed.

296 Discussion ensued regarding implementing a \$500 penalty for excess water usage during
297 times of drought.

298 Mr. Urbancic stated he will research adopting a penalty into the rate schedule.

299 Mr. Cox discussed a tiered rate schedule that included an additional factor during times
300 of water restrictions, so that water usage was penalized quicker.

301 Mr. McCarthy stated that the penalty rate for potable water usage is already in effect.

302 Ms. McVay suggested waiting for rate cards to come out, allowing the PLCA to inform
303 homeowners about the new rates and then discussing the matter at another time.

304

305 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Superior Waterway
Services, Inc. Proposals to Repair/Manage
Fountains**

306

307

308

309 Mr. Kemp presented the Superior Waterway Services, Inc. proposals for fountain repairs
310 and maintenance.

311 Mr. Nott noted that several fountains require barnacle removal and pressure washing due
312 to the brackish water.

313 The Board and Staff discussed the proposals, maintenance frequency, budgeting
314 considerations and availability of replacement parts.

315 Mr. Nott was asked to submit revised proposals based on specifications discussed.

316 This item will be discussed at a future meeting.

317 Mrs. Adams stated that ongoing maintenance will be budgeted accordingly.

318

319 **TWELFTH ORDER OF BUSINESS**

**Consideration of Bentley Electric Co of
Naples FL, Inc. Proposals to Install/Repair
Streetlights**

320

321

322

323 The Board and Staff discussed the proposal for the Tuscany main entrance.

324 It was noted that additional repairs are needed outside of Pelican’s Nest Drive.

325 Discussion ensued regarding whether installation of new outlets would be a CDD expense.

326 A Board Member noted that half of the lights on Burnt Pine Drive are out of service.

327 Discussion ensued regarding the proposals.

328

On MOTION for Bayside by Ms. Montgomery and seconded by Mr. Cramer, with all in favor, the Bentley Electric Co. of Naples, FL proposal to repair the Pelican Nest main entrance lights, in the amount of \$9,750, was approved.

332

On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in favor, the Bentley Electric Co. of Naples, FL proposal to repair the Pelican Nest main entrance lights, in the amount of \$9,750, was approved.

336

337

338

Discussion ensued regarding the Tuscany main entrance ground lighting.

339

Mr. Adams recalled that a policy decision was made that lighting is lighting, whether inside or outside of the gate.

341

Mr. Addison asked if the repairs to the lighting on Burnt Pine Drive is included in these proposals. Mr. Adams stated that will be revisited with the electrician and presented at a future meeting.

344

On MOTION for Bayside by Ms. Gravenhorst and seconded by Mr. Nicholson, with all in favor, the Bentley Electric Co. of Naples, FL proposal to repair the Tuscany main entrance ground lights, in the amount of \$5,500, was approved.

348

On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Addison, with all in favor, the Bentley Electric Co. of Naples FL proposal to repair the Tuscany main entrance ground lights, in the amount of \$5,500, was approved.

352

353

THIRTEENTH ORDER OF BUSINESS

Committee Reports

354

A. PLCA Landscape Committee

357

There was no report.

358

B. Colony Landscape Committee

359

The Reports were included for informational purposes.

360

Mr. Nicholson questioned why some light poles are leaning and why some lights are bright white, while others are antique yellow, and asked what can be done.

361

362 Ms. Gravenhorst believes the bright lights are newer. She noted that many residents have
363 complained about these issues and voiced her opinion that the bottom of light poles need to be
364 painted.

365 Mr. Travers stated his community replaced the light bulbs to address the issue.

366 Mrs. Adams stated Mr. Kemp will meet with the contractor and request a proposal.

367

368 **FOURTEENTH ORDER OF BUSINESS**

**Discussion: Monument Removal Meeting at
North Gate**

369

370

371 Mr. Cramer distributed and read into the record a handout, to be attached to the Minutes,
372 related to the removal of monuments at and nearby the North Entrance, the Waterside
373 Neighborhood and the Heron Cove Neighborhood.

374 Mr. Janek stated that he viewed the monuments immediately after seeing the email from
375 resident Jack Lienesch that was included in the agenda and relates to the tentative plan to
376 remove eight old monuments that were installed by WCI decades ago. He expressed disbelief
377 that someone vandalized the one tower with paint. He believes the monuments should be
378 cleaned off and restored, as they are not a problem; In his opinion, the vandalized monument at
379 the gate is a barrier to cars entering the gate.

380 Mr. Cramer noted that the cost of the project is increasing.

381 Ms. Gravenhorst reported the following:

382 ➤ The Landscaping Committee was advised about the removal of the column only after the
383 PLCA Board decided to remove them.

384 ➤ The Landscaping Committee looked at possible problems if the columns were removed.

385 ➤ Originally there was a piece of equipment that the PLCA Board entertained using prior to
386 the suggestion that it would be destructive to the landscape and Mr. Kemp provided a smaller
387 piece of equipment at a higher price.

388 ➤ The number of monuments started at 16 and increased to 21. Some need more than just
389 paint; some are in disrepair and designated to be removed.

390 ➤ After six weeks, the Landscape Committee was told to vacate its interest and was advised
391 that the PLCA Board decided to do it.

392 ➤ She assumed the PLCA Board was taking on the responsibility because the PLCA advised
393 that it might cost them quite a bit more in landscaping and irrigation repairs.

394 ➤ With the reply that it was no longer the Landscaping Committee’s concern, she believed
395 that the CDDs were aiding the PLCA with its desire to remove the monuments.

396 Ms. Gravenhorst stated this has been objected to, due to the consequences of removing
397 the monuments, which are on footings.

398 Mr. McCarthy opined that the PLCA Board made the decision, so the CDDs will move on.

399

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

402

403 This item was discussed in conjunction with the Sixteenth Order of Business.

404

405 **SIXTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
406 **Statements as of December 31, 2023**

407

408 Mr. Adams presented the Unaudited Financial Statements as of December 31, 2023.

409 McCarthy stated the Unaudited Financials still show almost \$88,000 owed to Bayside
410 from Bay Creek and it shows Bay Creek earning interest on investments.

411 Mr. Adams stated those would be corrected this week.

412 Mr. McCarthy believes that Bayside should be made whole, given interest rates, for the
413 use of that money. He estimated that \$80,000 could earn \$4,000 in annual interest.

414 Discussion ensued regarding the line items related to the outstanding debt and funds for
415 reimbursement.

416 The financials were accepted.

417

418 **SEVENTEENTH ORDER OF BUSINESS** **Approval of December 4, 2023 Joint Regular**
419 **Meeting Minutes**

420

**On MOTION for Bayside by Mr. Nicholson and seconded by Ms. Gravenhorst,
422 with all in favor, the December 4, 2023 Joint Regular Meeting Minutes, as
423 amended to include any changes submitted to Management, were approved.**

424

On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in favor, the December 4, 2023 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

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EIGHTEENTH ORDER OF BUSINESS **Action/Agenda Items**

Items 3, 5, 7 and 8 were completed.

Item 4: Mr. Adams stated researching why water billing no longer indicates when a penalty for overuse applies, is still in progress.

Item 1: Mr. Adams stated the process was started with the District Engineer; progress is at a standstill but research will continue. Unfortunately, Long Lake Village was constructed in 1994, before construction drawings were digitally preserved. He had hoped some information would be available online. This item is ongoing.

NINETEENTH ORDER OF BUSINESS **Old Business**

There was no old business.

TWENTIETH ORDER OF BUSINESS **Staff Reports**

- A. District Counsel**
 - I. Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.**
 - Update: Required Ethics Training**

Mr. Urbancic noted that ethics training was discussed earlier in the meeting. The upcoming legislative session and several bills that might affect CDDs or Special districts, such as increases to sovereign immunity and potential requirements for implementing performance measures, will be monitored. He will provide updates.

- II. Daniel Cox, Esq.**

There was no report.

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

- I. Monthly Status Report: Field Operations**

The Monthly Report was included for informational purposes.

458 II. Continued Discussion: Setting Joint Workshop with PLCA

459 III. Next MEETING DATE: February 26, 2024 at 2:00 PM

460 All Supervisors confirmed their attendance at the February 26, 2024 meeting.

461

462 **TWENTY-FIRST ORDER OF BUSINESS** **Supervisors' Requests**

463

464 Ms. Gravenhorst asked for the CDDs to advise residents of how to submit complaints.

465 Mrs. Adams stated there is a link on the website; residents submit complaints daily.

466 Ms. Gravenhorst asked for landscapers to pay close attention to sight lines. Mr. McCarthy
467 asked for attention to also be given to intersections outside the gates.

468 Mr. Cramer cautioned those tasked with removing monuments to be very careful due to
469 the danger of buried utilities. Mr. Kemp expressed his understanding. Mrs. Adams noted that
470 someone must call ahead to locate utilities.

471 Ms. McVay asked if the orchard trees will be removed. Mrs. Adams stated they will grow
472 back in the spring.

473 Ms. McVay asked when the lake grass will be reinstalled in the lake behind her home. Mr.
474 Adams stated salinity tests will be performed and littorals will be installed during the rainy
475 season.

476

477 **TWENTY-SECOND ORDER OF BUSINESS** **Public Comments: Non-Agenda Items**

478

479 No members of the public spoke.

480

481 **TWENTY-THIRD ORDER OF BUSINESS** **Adjournment**

482

483 There being nothing further to discuss, the meeting adjourned at 4:12 p.m.

484

485

486

487

488

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

489 **FOR BAYSIDE IMPROVEMENT:**

490

491

492

493 _____

494 Secretary/Assistant Secretary

Chair/Vice Chair

495

496 **FOR BAY CREEK:**

497

498

499

500 _____

501 Secretary/Assistant Secretary

Chair/Vice Chair

by Bernie Cooner
add to minutes

stand out
by Bernie Cooner
add to minutes

I would like to address the issue of the removal of monuments located at and nearby the North Entrance, the Waterside Neighborhood and the Heron Cove Neighborhood.

While this came up during our last meeting – since that time -- the scope of the project has increased, the package for this meeting includes a communication from Jack Lienesch to the PLCA Board. Jack is President of the Waterside Neighborhood and former Chair of the Landscape Committee and a former CDD Supervisor.

The exact location of the increased number of monuments PLCA wishes to remove is not clear. No drawings have been provided yet graffiti-like Green X's have been painted on certain monuments.

Most concerning to me are 3 issues:

1. What is the Purpose for the removal of these monuments
2. The Lack of Process in evaluating the entire scope of the project and the potential costs to repair damage to affected areas. And:
3. The failure to involve all relevant parties.

Purpose:

- Why is this necessary?
- While the need to fill in cracks in the concrete and a coat of paint are obvious, other than blanket statements, there doesn't seem to be any verifiable proof these monuments have lost structural integrity.

Process:

- This project shows a breakdown in the process of realistically evaluating the total scope of project ... including issue such as:
 - The magnitude of the removal of both the larger and the smaller monuments. Was an evaluation performed to determine how deep the foundations of these monuments are?
 - Was adequate consideration and investigation performed to determine the damage these removals may cause to sidewalks, roads, utilities such as water, sewer, conduit for electric, fiber optic cable, irrigation lines, fencing, and landscape.
The utility companies' mantra: "CALL BEFORE YOU DIG"

Inclusion of all Parties:

- Affected Neighborhoods of Waterside and Heron Cove were not consulted. The monuments that border the Waterside Neighborhood, for example, are consistent with the design of its entry monuments.
- In other areas of the community, multiple monuments delineate the boundaries of certain neighborhoods ... (see the many monuments also installed by the developer in The Colony – by Merano -- for example)
- It is also unclear if the privacy committee was consulted regarding the possibility that monuments at PLCA's North entry gate could be used in the future for a pedestrian gate? The subject of pedestrian gates has repeatedly come up.

What is the real potential cost for the removal of these monuments and has anyone evaluated the real cost as it relates to any benefit?

What entities have responsibility for the damages these monument removals will cause to the surrounds? The PLCA, the Bayside CDD, the utility companies, the Neighborhoods?

The CDDs and the PLCA have a responsibility to this community and its Members to approach all projects in a thorough and professional manner before proceeding.

As a CDD Supervisor, I am concerned not only for our potential financial liability but also for the breakdown in process exhibited on this and other projects.

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

**ACTION/AGENDA
ITEMS**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – NEW at 01.22.24 MEETING

1. Staff: Work with PLCA to develop a strategy whereby all parties can participate in Cane Toad Mitigation. **ONGOING**
2. Staff: Request a proposal from Southern Trappers. **ONGOING**
3. Staff: Inform Landscape Committee regarding once per week watering restrictions. **ONGOING**
4. Mr. Nott: Submit revised fountain proposals based on specifications discussed. **ONGOING**
5. Staff: Request proposal for Burnt Pine Drive lighting. **ONGOING**
6. Mr. Kemp: Meet with the contractor and request a proposal for Colony light bulb replacement. **ONGOING**
7. Mr. Adams: Discuss the issue of interest owed to Bayside from Bay Creek, due to the \$80,000 irrigation debt, with the Accounting Department. **ONGOING**
8. Mr. Willis: Obtain salinity test and address reinstallation of littorals during the rainy season. Lake behind Ms. McVay's home, Lake D-9. **ONGOING**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – CARRY OVER FROM 12.04.23 MEETING

1. Mr. Adams: Staff to assist Long Lake Village with LLV's irrigation and the proposal for installing a whole neighborhood filter. **01.22.24**: the process was started with Engineering Staff; progress is at a standstill, but they will continue to search. Unfortunately the Village was constructed in 1994, before construction drawings were digitally preserved.
ONGOING
2. Mr. Nicholson: Serve as point person with County and related entities regarding Space Optimization of the Maintenance and Administrative Facility on Coconut Road, in consultation with Staff. **ONGOING**
3. Mr. Adams: Research why water billing no longer indicates when a penalty for overuse applies. **ONGOING**
4. Staff: Remove treated vines visible when entering the southern gate, towards The Nest.
ONGOING

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – CARRIED OVER OLDER THAN 12.04.23

1. Mr. Adams: Research charging interest if, BI loan to BC is not paid before FY24. **ONGOING**
2. Mr. Kayne: Advise Mr. Barraco to amend DO letter to include add'l language under Stipulation #4. **10.23.23** Mr. Adams: Request status from Mr. Barraco on. **ONGOING**
3. Mr. Adams: Contact Tax Collector's office to ascertain the number of accounts that have not paid assessments and email to the CDD Boards. **ONGOING**
4. Mr. Adams: Review horticulturist dumpster invoice & bill the PLCA accordingly. **ONGOING**
5. Mr. Adams: Have Acct reconcile charges applied to "Other contractual-tree trimming" line item that belong to "Unbudgeted contractual services" budget line item. **ONGOING**
6. Mr. Adams: Email WCI/PLCA Quit Claim Deed to Mr. Urbancic to review. **ONGOING**
7. Mr. Kayne: Ask M&N for construction schedule. Monitor progress & report it to BOS and Staff. **06.26.23** Mr. Adams: Ask Mr. Barraco for construction schedule. **ONGOING**
8. Mr. Adams: Update Pg 18 budget description how "Utility billing" is calculated. **ONGOING**
9. Mr. Adams: Prep MOU-residents maintaining behind McPhail & 2 other homes. **ONGOING**
10. Mr. Adams: Create new "Field Operations parts replacement" budget line item for FY2024 & incorporate Mr. Kemp's figures and cost to install flashing lights on the ATVs. **ONGOING**
11. Mr. Adams: Prep spreadsheet depicting items in General Ledger that the CDDs maintain but another entity owns and send to Ms. Gravenhorst. **ONGOING**
12. Staff: Recreate PLCA / CDD list of "Who Owns What" **ONGOING**
13. Mr. Urbancic: Ask City for letter that it does not oppose vacation & replacement of drainage easement and that there is no necessity for a replat. **ONGOING**
14. BOS: Notify Mr. Adams if attending non-CDD meetings. **ONGOING**
15. Mr. Adams: Schedule visit with Mr. Zimmerman to see demonstration of new straight trimmer and give suggestions for improvement to the BMPs, if any. **ONGOING**
16. 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 – RECENT TO OLDEST

1. Mr. Adams: Implement irrigation penalty rates. **COMPLETED 01.22.24**
2. Mr. Willis: Schedule a review of the lakes in January, in order to release the remainder of the held funds payable to SOLitude; funds will be held back for any initial cleanup requirements. **COMPLETED 01.22.24**
3. Mr. Adams: Ask General Manager of The Nest to address the area in front of the clubhouse, between the sidewalk and the roadway, that was damaged when The Nest replanted. **COMPLETED 01.22.24**
4. Mr. Puthoff: Ask Grace to e-blast pump schedule to all residents and weekly reminders to all HOA Presidents that this is still an issue. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
5. Staff: Request a proposal to paint fourth monument by Spring Creek; if CDD does not have funds, Landscape Committee wants to fund the expense. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
6. Mr. Willis: Pesky Varmints quote for cane toad removal be revisited before toads are active again. This item will be included on the next meeting agenda. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
7. Mr. Cox: Email letter sent to 3709 Baycreek Drive to District Management. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
8. Mr. Adams: Prep educational PowerPoint Presentation, invite PLCA Management and all three Boards; advertise workshop for mid-January 2024. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
9. Mr. Kemp: Provide itemized cost for other PLCA painting projects and notify PLCA of the CDD's decision to proceed with monuments. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
10. Mr. Willis & Mr. Kemp: Review proposals to paint the three 41 monuments, if correct execute contract in the amount not-to-exceed \$17,000. **COMPLETED after 12.04.23 meeting; moved to COMPLETED 01.22.24**
11. Ms. Hill: Email new product information to treat submersibles to Mrs. Adams. **COMPLETED after 10.23.23 mtg, moved to COMPLETED 12.04.23**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs

ACTION/AGENDA ITEMS

12. Mr. Adams: Meet with Mr. Kemp to review the chart of account budget line items. **COMPLETED after 10.23.23 mtg, moved to COMPLETED 12.04.23**
13. Mr. Adams: Include “Discussion/Consideration to Increase Penalty Rates” on the next agenda. **COMPLETED after 10.23.23 mtg, moved to COMPLETED 12.04.23**
14. Mr. Adams: Contact vendor to repair street light in front of 25121 Bay Cedar Drive. **COMPLETED after 10.23.23 mtg, moved to COMPLETED 12.04.23**
15. Mr. Adams: Advertise the request for proposals for CDD Maintenance and Operations Facility to the Space Optimization Study at first of the year. **COMPLETED after 10.23.23 mtg, moved to COMPLETED 12.04.23**
16. Mr. Adams: Email Mr. Savage executed copy of NPDES Year 6 annual report. **COMPLETED after 09.25.23 mtg, moved to COMPLETED 10.23.23**
17. Mr. Adams: Email responses to the RFP for Space Optimization Study to the CDD Boards, upon receipt. No one responded. **COMPLETED 09.23.23,**
18. Mrs. Adams: Email Salinity Test Results to the CDD Boards, upon receipt. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
19. Mrs. Adams: Inform SOLitude that the Lake D-6 aeration has not worked for two months. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
20. Mr. Puthoff: Email updated Hurricane Plan to BOS/Staff. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
21. Mr. Kemp: Install additional shrubs in area behind Mr. McPhail’s home. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
22. Mr. Kemp: Prepare summary of Field Operations parts replacement items & associated cost needed now. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
23. Mr. Adams/Staff: Send meeting items at least 72 hours before meetings. **COMPLETED after 08.28.23 mtg, moved to COMPLETED 09.23.23**
24. Mrs. Adams: Email SDPA materials to the Boards upon receipt. **COMPLETED after 07.31.23 meeting, moved to COMPLETED 08.28.23**
25. Mr. Nicholson: Include additional language about the Development Order in the Maintenance Facility document he prepared. **COMPLETED after 07.31.23 meeting, moved to COMPLETED 08.28.23**
26. Mr. Adams: Provide update on investment opportunities with Synovus Bank at the next meeting. **COMPLETED 07.31.23**

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

- 27.** Mr. Adams: Have the maintenance facility rear wall painted and area behind resident's yard cleaned up and returned to compliance conditions. Include costs in future budget. **COMPLETED 07.31.23**

- 28.** Mr. Kayne: Start prepping Year 6 NPDES annual report. **COMPLETED 07.31.23**

- 29.** Landscape Committee: Similar to the Monday Maintenance Machinery Program, tag the type of work to be done on different types of landscaping and send to Mr. Kemp. Mr. Kemp: Input into program. Mr. Adams: Incorporate into the FY 2024 budget. **COMPLETED 07.31.23**

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

**STAFF
REPORTS
BI**

From: [Paul Kemp](#)
To: [Cleo Adams](#); [shane willis](#); [Gianna Denofrio](#); [Daphne Gillyard](#); [Debbie Tudor](#)
Cc: [Miguel Solis](#)
Subject: Monthly Reports - 2/9/2024
Date: Friday, February 9, 2024 3:36:15 PM
Attachments: [Prop20240208aquaticpoolrepair.pdf](#)
[Prop20240508bentleyCOLONYcolors.pdf](#)
[Emergent_20240209.pdf](#)
[Application_202401.pdf](#)
[Colony_202401.pdf](#)
[Landing_202401.pdf](#)

Two proposals are attached for projects to be considered by the board, beyond the normal scope of the budget.

1. Six of the nine submersible lights in the Colony South Gate Fountain need to be replaced. The fountain must be drained to open the junction boxes for six light fixtures to be replaced whole, including the length of the cords.
2. Bentley submitted a proposal to retrofit 137 streetlight bulbs from obsolete high voltage to modern LEDs with a step-down transformer. This is in response to concerns raised by residents about the obvious color difference in the light poles replaced since Hurricane Ian.

Landscape:

Annual flower beds are scheduled to be retrofit with new flowers the first week of March. We have been mowing every other week on Monday and Tuesday. Our crews have been concentrating on cleaning up the edges of areas like palmettos and neglected Sabal palms on the fringes, along with Oak Tree suckers and general shrub trimming around the gates.

Irrigation:

Irrigation water levels remain stable and we are beginning to replace some sod and other bits of landscaping on a limited basis.

Phase Three Pumps Schedule:

Off - Sunday 10am until Wednesday at 7am

Activities of the Irrigation Department:

1. Sustainability - Our chief objective is to provide a sustainable irrigation water source while managing the watershed between the cycles of the wet and dry seasons, to support a thriving native landscape throughout Pelican Landing and The Colony.
2. Water Management – Sluice gates remain closed.
3. Pumping Stations – Both stations fully operational.
4. Meter Maintenance – We are targeting zero consumption meters for replacement.
5. Alterations – Working to get overspray off the monuments and sidewalks where feasible.
6. Water Quality – With some recent precipitation we seem to have gotten through the worst of the meter clogging issues. We have noticed, however, there is an elevated level of tannins or iron in the water than in years past. There has been some staining in some areas.
7. Wet Checks – Our team systematically turns on and audits every sprinkler zone in the district, making necessary adjustments and repairs.

8. Reporting - Manage, monitor, and report all incoming and outgoing irrigation water usage, along with sluice gate activities in accordance with our permits issued by South Florida Water Management District.

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

Application Landing					
Upcoming Jobs					
Name	Crew	Task	Created	Actual	Team
Coco plums	1	Application	2024-01-24	0	0
			2024-01-24	0	0
Completed Jobs					
Name	Crew	Task	Created	Actual	Team
Dog stations	1	Cleanup	2024-01-02	2.1	2.1
Fiddle head ct circle	1	Hand Weeding	2024-01-02	0.96	0.96
Cassia ct circle	1	Hand Weeding	2024-01-02	0	0
Cassia ct circle	1	Hand Weeding	2024-01-02	1.17	1.17
Quillleaf ct circle	1	Hand Weeding	2024-01-02	1.17	1.17
Black rush ct circle	1	Hand Weeding	2024-01-02	0.69	0.69
Sweet gum ct circle	1	Hand Weeding	2024-01-02	0.5	0.5
Lyonia ln circle	1	Hand Weeding	2024-01-02	0.37	0.37
Bay bean ct circle	1	Hand Weeding	2024-01-02	0.32	0.32
Lakemont dr circle west	1	Hand Weeding	2024-01-02	0.67	0.67
Catbrier ct circle	1	Hand Weeding	2024-01-02	0.58	0.58
Us 41 rock features	2	Application	2024-01-03	0	0
Waxmyrtle dr circle	1	Hand Weeding	2024-01-02	0.39	0.39
Twinberry ct circle	1	Hand Weeding	2024-01-03	0.23	0.23
Lakemont dr east	1	Hand Weeding	2024-01-03	3.68	3.68
Bougainvillea run	1	Application	2024-01-03	12.17	12.17
Crack and crevice	1	Application	2024-01-04	2.7	2.7
Sweep	1	Cleanup	2024-01-04	4.96	4.96
Dog stations/trash	1	Cleanup	2024-01-05	1.24	1.24
Dog stations/trash	1	Cleanup	2024-01-08	2.82	2.82

Annuals	1	Annuals	2024-01-09	0	0
Turf	1	Application	2024-01-09	0	0
Spot treatment for broadleaf	1	Application	2024-01-09	8.43	8.43
Community Center, Circle	1	Hand Weeding	2024-01-10	0.52	0.52
Pennyroyal dr	1	Hand Weeding	2024-01-03	23.4	23.4
Pelican nest dr	1	Application	2024-01-10	9.01	9.01
Gold crest golf xing	1	Application	2024-01-11	5.09	5.09
Sweeping	1	Cleanup	2024-01-11	8.93	8.93
Pennyroyal dr	1	Hand Weeding	2024-01-12	1.47	1.47
Dog stations/trash	1	Cleanup	2024-01-12	1.15	1.15
Dog stations/trash	1	Cleanup	2024-01-17	1.87	1.87
Bougainvilleas	1	Application	2024-01-17	6.08	6.08
Broadleaf	1	Application	2024-01-17	1.71	1.71
Sweeping	1	Cleanup	2024-01-18	8.83	8.83
Us 41 rock features	1	Hand Weeding	2024-01-17	0.76	0.76
Pelican Landing	1	Hand Weeding	2024-01-19	4.19	4.19
Jasmine	1	Application	2024-01-18	0	0
Dog stations/trash	1	Cleanup	2024-01-22	2.32	2.32
Coconut/spring creek rd	1	Application	2024-01-22	2.72	2.72
Waterside	2	Application	2024-01-22	2.51	5.02
Bay cedar	2	Application	2024-01-23	2.28	4.56
Greenview dr	1	Weeds	2024-01-17	8.73	8.73
Pelican landing Annuals	1	Annuals	2024-01-23	4.64	4.64
Flowerbeds	1	Other	2024-01-24	2.19	2.19
Annuals	1	Annuals	2024-01-24	2.91	2.91
Pelican nest	1	Weeds	2024-01-23	11	11
Dog stations/trash	1	Cleanup	2024-01-24	1.64	1.64
Pelican Landing	1	Weeds	2024-01-23	0.86	0.86
Coco plums	1	Application	2024-01-25	5.22	5.22
Sweeping	1	Cleanup	2024-01-24	11.77	11.77

Pennyroyal berm	1	Application	2024-01-26	3.01	3.01
Dog stations/trash	1	Cleanup	2024-01-29	1.7	1.7
Tennis court / ants	1	Other	2024-01-30	0.51	0.51
Community center /ants	1	Other	2024-01-30	0.52	0.52
Dog stations/trash	1	Cleanup	2024-01-29	0	0
Greenview drive	1	Hand Weeding	2024-01-29	4.61	4.61
Pelican landing	1	Hand Weeding	2024-01-29	8.77	8.77
Spraying flowering plants	1	Application	2024-02-01	4.07	4.07
Sweeping	1	Cleanup	2024-02-01	6.68	6.68
Annuals colony	1	Annuals	2024-02-01	2.55	2.55
Dog stations	1	Cleanup	2024-02-02	3.56	3.56
Annuals pelican landing	1	Annuals	2024-02-02	3.51	3.51
			2024-01-02 to 2024-02-02	216.44	221.23

Updates			
Item Name	User	Created At	Update Content
Fiddle head ct circle	Clara Alonso	02/January/2024 09:54:43 AM	Non selective
Cassia ct circle	Clara Alonso	02/January/2024 10:57:23 AM	Non selective
Cassia ct circle	Clara Alonso	02/January/2024 10:58:32 AM	Non selective
Quillleaf ct circle	Clara Alonso	02/January/2024 12:12:34 PM	Non selective
Black rush ct circle	Clara Alonso	02/January/2024 01:24:56 PM	Non selective
Sweet gum ct circle	Clara Alonso	02/January/2024 02:05:52 PM	Non selective
Lyonia In circle	Clara Alonso	02/January/2024 02:15:03 PM	Non selective
Bay bean ct circle	Clara Alonso	02/January/2024 02:18:38 PM	Non selective
Lakemont dr circle west	Clara Alonso	02/January/2024 02:34:19 PM	Non selective
Catbrier ct circle	Clara Alonso	02/January/2024 03:22:23 PM	Non selective
Waxmyrtle dr circle	Clara Alonso	02/January/2024 03:26:51 PM	Non selective
Us 41 rock features	Clara Alonso	03/January/2024 08:48:57 AM	Shrubs insecticide
Bougainvillea run	Clara Alonso	03/January/2024 08:52:01 AM	Spraying for caterpillars and 20-20-20 fert
Twinberry ct circle	Clara Alonso	03/January/2024 10:12:10 AM	Non selective
Lakemont dr east	Clara Alonso	03/January/2024 10:25:51 AM	Non selective
Pennyroyal dr	Clara Alonso	03/January/2024 02:35:51 PM	Non selective
Crack and crevice	Jorge Montoya	04/January/2024 12:57:06 PM	Non selective
Spot treatment for broadleaf	Jorge Montoya	09/January/2024 07:29:11 AM	Selective
Annuals	Jorge Montoya	09/January/2024 07:30:50 AM	14-14-14 fertilizer the colony and pelican landing
Turf	Jorge Montoya	09/January/2024 07:33:48 AM	Walden center drive berm and Baycedar treatment for dollar spot

Pelican nest dr	Jorge Montoya	10/January/2024 07:04:23 AM	Spraying turf for chinch bugs and sod worms
Pelican nest dr	Jorge Montoya	10/January/2024 04:05:07 PM	Pelican landing Blvd./pennyroyal dr ,Greenview dr
Gold crest golf xing	Jorge Montoya	11/January/2024 07:53:40 AM	Spraying turf for chinch and sod worms
Gold crest golf xing	Jorge Montoya	11/January/2024 12:59:02 PM	Pine water ,gold crest ,waterside,Baycedar
Pennyroyal dr	Clara Alonso	12/January/2024 07:28:14 AM	Non selective
Bougainvilleas	Jorge Montoya	17/January/2024 07:25:44 AM	Liquid fertilizer and insecticide
Us 41 rock features	Clara Alonso	17/January/2024 09:12:54 AM	Non selective
Greenview dr	Clara Alonso	17/January/2024 10:04:20 AM	Non selective
Broadleaf	Jorge Montoya	17/January/2024 01:31:01 PM	Selective
Jasmine	Jorge Montoya	22/January/2024 07:34:29 AM	Selective
Pelican Landing	Clara Alonso	19/January/2024 07:33:07 AM	Hand weeding
Coconut/spring creek rd	Jorge Montoya	22/January/2024 07:38:06 AM	Spraying shrubs insecticide and iron
Waterside	Jorge Montoya	22/January/2024 01:12:33 PM	Spraying ficus for whitefly
Bay cedar	Jorge Montoya	22/January/2024 01:14:18 PM	Spraying ficus for whitefly
Bay cedar	Jorge Montoya	23/January/2024 10:18:24 AM	Spot treatment
Pelican landing Annuals	Jorge Montoya	23/January/2024 10:20:09 AM	Perventive insecticide and fungicide
Pelican nest	Clara Alonso	23/January/2024 11:23:11 AM	Non selective
Flowerbeds	Jorge Montoya	24/January/2024 07:20:19 AM	Removing flags
Annuals	Jorge Montoya	24/January/2024 09:32:39 AM	The colony, insecticide and fungicide
Coco plums	Jorge Montoya	24/January/2024 04:16:49 PM	Pelican colony Blvd- Goldcrest-Baycedar-waterside Fungicide and insecticide,iron
Coco plums	Jorge Montoya	24/January/2024 04:20:50 PM	Baycedar-Goldcrest-pelican colony Blvd-waterside.fungicide and insecticide.iron
Coco plums	Jorge Montoya	25/January/2024 11:11:54 AM	Longlake village

Coco plums	Jorge Montoya	25/January/2024 11:28:46 AM	Burntpine
Pennyroyal berm	Jorge Montoya	26/January/2024 07:11:36 AM	Spraying shrubs and flowering plants
Greenview drive	Clara Alonso	29/January/2024 09:00:31 AM	Non selective
Spraying flowering plants	Jorge Montoya	01/February/2024 09:10:41 AM	Preventive insecticide and fungicide iron
Annuals colony	Jorge Montoya	01/February/2024 01:16:15 PM	14-14-14, snail bait
Annuals pelican landing	Jorge Montoya	02/February/2024 07:14:26 AM	14-14-14, snail bait

Colony Operations					
In Progress Jobs					
Name	Created	Task	Crew	Actual	Team
Cleanup trimming	2024-01-24	Cleanup	1	48.67	48.67
Application non-selective	2024-01-25	Application	1	14.13	14.13
Cleanup debris	2024-02-05	Cleanup	1	7	7
Pine straw	2024-02-07	Cleanup	5	17.36	86.8
	2024-01-24 to 2024-02-07			87.16	156.6
Completed Jobs					
Name	Created	Task	Crew	Actual	Team
Cleanup debris	2024-01-02	Cleanup	1	7.66	7.66
Mowing Bermuda	2024-01-08	Mowing	6	9.09	54.54
mowing St. Augustine	2024-01-09	Mowing	6	5.94	35.64
ESP coconut rd	2024-01-10	Irrigation	2	0.05	0.1
Cleanup debris	2024-01-08	Cleanup	1	13.08	13.08
Application non-selective	2024-01-08	Application	1	21.65	21.65
Pelican Colony south via Castella	2024-01-11	Cleanup	6	12.31	73.86
Flowers	2024-01-18	annuals	7	3.14	21.98
Cleanup	2024-01-16	Cleanup	6	23.13	138.78
Trimming Oak trees	2024-01-02	Trimming	4	17.2	68.8
Mowing Bermuda	2024-01-22	Mowing	6	7.27	43.62
mowing S. Augustine	2024-01-23	Mowing	6	6.19	37.14
Trim the flowers	2024-01-19	annuals	7	7.5	52.5
Bellagio circles. Cleanup	2024-01-24	Cleanup	6	4.26	25.56
Cleanup debris	2024-01-22	Cleanup	1	13.14	13.14
Trimming palmettos	2024-01-24	Trimming	6	30.09	180.54
Cleanup trimming	2024-01-30	Cleanup	6	20.02	120.12

Trimming Carissa, bougainvillea	2024-01-31	Trimming	6	7.68	46.08
Cleanup debris	2024-01-29	Cleanup	1	4.67	4.67
Cleanup trimming	2024-02-01	Cleanup	1	12.04	12.04
Cleanup trimming	2024-02-05	Cleanup	1	0	0
Mowing Bermuda	2024-02-06	Mowing	6	8.79	52.74
Cleanup trimming	2024-02-05	Cleanup	1	6.98	6.98
2024-01-02 to 2024-02-06				241.88	1031.22

Updates			
Item Name	User	Created At	Update Content
Trimming Oak trees	Miguel Solis	02/January/2024 07:25:33 AM	Rolando
ESP coconut rd	Paul Kemp	19/January/2024 08:29:00 AM	New timer installed because of construction project at M & N.
Pelican Colony south via Castella	Paul Kemp	19/January/2024 08:29:30 AM	trimming edges
Cleanup	Paul Kemp	19/January/2024 08:30:17 AM	trimming palmettos
Flowers	Paul Kemp	19/January/2024 08:29:57 AM	Pinching flower back.
Bellagio circles. Cleanup	Paul Kemp	02/February/2024 12:58:37 PM	Cleaning up the outer edges.
Trimming palmettos	Paul Kemp	27/January/2024 11:55:50 AM	. Across from Bellagio
Cleanup trimming	Paul Kemp	02/February/2024 12:59:11 PM	across from Messina
Cleanup trimming	Paul Kemp	09/February/2024 09:06:58 AM	Altaira
Cleanup trimming	Paul Kemp	09/February/2024 09:07:37 AM	florenzia
Cleanup trimming	Paul Kemp	09/February/2024 09:07:21 AM	Messina
Pine straw	Paul Kemp	09/February/2024 09:06:33 AM	Detailing sloppy pine straw application.

Emergent					
In Progress Requests					
Name	Info	Type	Assign	Vendor	Days Since
Obsolete uplights Tuscany entrance median	Obsolete uplights on Royal Palms	Lighting	Vendor	Bentley	358
23670 Peppermill	Plumbagos need replaced on berm across from 23670. Please get a count.	Landscape	The Landing	N/A	215
24001 Addison Place Ct	The roadway is sinking in front of the drainage on the street as per the phone call. HOA reported that it is becoming deeper.	Storm Drains	Vendor	MRI	99
Colony South Gate Fountain	All the lights are out.	Fountains	Vendor	Aquatic Pool Repair	101
Addison Place Court streetlights	Light poles at the bases are unsightly and need to be either painted or retouched. Check the recently replaced pole it is leaning. Check the marked light pole's bulb. Either a short or burn out.	Lighting	Vendor	N/A	15
Lakemont dr and pennyroyal dr intersection	Light pole Malfunctioning light on during day light.	Lighting	Vendor	Bentley	9
Light out in Bay Cedar	The light is out. It is located in Bay Cedar between houses 25181 and 25191 Bay Cedar Drive	Lighting	Vendor	Bentley	5
24511 Woodsage	Streetlight is out.	Lighting	Vendor	Bentley	2
24520 Black Rush	Streetlight is out.	Lighting	Vendor	Bentley	2
Heron Cove	Streetlight across from entry is cycling.	Lighting	Vendor	Bentley	2
3621 SANCTUARY	METER NEEDS TO BE CLEANED	Irrigation	Irrigation	N/A	2

Lake B6	One of the aerators is failing.	Lakes	Vendor	Superior Water	1
25060 Banbridge	Privacy hedge along Nest Drive sidewalk needs to be replaced.	Landscape	The Landing	N/A	239
Across from The Ridge	Please secure and plant 16 15 gallon cocoplums in the area across from The Ridge entry	Landscape	The Landing	N/A	2
Completed Requests					
Name	Info	Type	Assign	Vendor	Days Since
2 Streetlights in Bay Creek	3970 & 3659 Bay Creek - streetlights are out.	Lighting	Vendor	Bentley	19
25228 Pelican Creek Circle	A dead tree on the creek, needs to be taken down, before it end up in the creek.	Landscape		N/A	17
25181 bay cedar dr	Ian killed trees behind my house and my neighbor's house at 25191 . The trees are behind our houses at the edge of the preserve. They are falling slowly and in the process are pushing against other trees which will land on my property and lanai. What can be done?	Landscape		N/A	16
5051 Pelican Colony Blvd	Light out on East side of traffic circle on Pelican Colony Blvd.	Lighting	Vendor	Bentley	22
Bay Creek Entry	Light is out on the pillar on the exit side.	Lighting	Vendor	Bentley	16
23859 SANCTUARY	METER CLOGGED ITS NEEDS TO BE CLEANED.	Irrigation	Irrigation	N/A	9

Updates			
Item Name	User	Created At	Update Content
Obsolete uprights Tuscany entrance median	Paul Kemp	17/February/2023 11:02:47 AM	Secured proposal from Bentley to retrofit the lights with modern LEDs.
Obsolete uprights Tuscany entrance median	Paul Kemp	12/January/2024 09:38:25 AM	New proposal being considered.
Obsolete uprights Tuscany entrance median	Paul Kemp	27/January/2024 11:31:16 AM	Proposal approved, contract in process.
Obsolete uprights Tuscany entrance median	Paul Kemp	02/February/2024 12:45:49 PM	Signed proposal. Project scheduled.
25060 Banbridge	Paul Kemp	16/June/2023 01:06:18 PM	Privacy hedge along Nest Drive sidewalk needs to be replaced.
23670 Peppermill	Paul Kemp	10/July/2023 03:16:49 PM	Plumbagos need replaced on berm across from 23670. Please get a count.
23670 Peppermill	Paul Kemp	15/September/2023 12:41:23 PM	On hold until rain returns.
Colony South Gate Fountain	Paul Kemp	16/November/2023 10:38:53 AM	Alerted Bentley.
Colony South Gate Fountain	Paul Kemp	21/November/2023 02:40:33 PM	Some of the lights will work but there is a short in one of the other circuits.
Colony South Gate Fountain	Paul Kemp	19/January/2024 09:18:59 AM	Some lights are fouled. researching parts cost.
24001 Addison Place Ct	Paul Kemp	17/November/2023 08:30:09 AM	Proposal recieved.
24001 Addison Place Ct	Paul Kemp	19/January/2024 09:18:20 AM	,
5051 Pelican Colony Blvd	Paul Kemp	22/January/2024 06:37:47 AM	5051 Pelican Colony Blvd Thank you for the report of a streetlight out on East side of traffic circle on Pelican Colony Blvd. We have it scheduled for repair. Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net
25228 Pelican Creek Circle	Paul Kemp	29/January/2024 02:37:33 PM	

25181 bay cedar dr	Paul Kemp	29/January/2024 03:07:39 PM	
25181 bay cedar dr	Paul Kemp	29/January/2024 03:11:07 PM	Resident is concerned about the invasive removals were left on site rather than taken away. Also is concerned dying trees may pose a threat to her house. Based on my observations, however, this does not seem to be the case.
Addison Place Court streetlights	Paul Kemp	02/February/2024 12:47:02 PM	Need to review budgeting with management.

Landing Production					
Upcoming Jobs					
Name	Crew	Team	Created	Actual	Team
The Ridge	2	Valery	2024-01-30	0	0
Across from The Ridge	3	Casco	2024-02-08	0	0
25060 Banbridge	3	Casco	2024-02-09	0	0
			2024-01-30 to 2024-02-09	0	0
In Progress Jobs					
Name	Crew	Team	Created	Actual	Team
Community park	3	Rolando	2024-02-01	2.95	8.85
Oak trees	3	Rolando	2024-02-01	39.84	119.52
Pelican Nest	3	Valery	2024-02-05	34.06	102.18
Trimming Circles	2	Bitia	2024-02-09	0	0
Trimming palmettos	3	Casco	2024-02-06	26.34	79.02
Pelican Colony trimming. Cleanup	2	Angelina	2024-02-08	5.84	11.68
			2024-02-01 to 2024-02-09	109.03	321.25
Completed Jobs					
Name	Crew	Team	Created	Actual	Team
Weeding flower beds	2	Angelina	2024-01-03	7.93	15.86
Weeding flowers bed	3	Valery	2024-01-03	8.32	24.96
Black rush. Trimming & cleanup	3	Angelina	2024-01-04	3.45	10.35
PLCA silver buttonwoods	3	Rolando	2024-01-05	9.12	27.36
Goldcrest trimming palmetto	2	Valery	2024-01-04	23.55	47.1
PLCA false agave	3	Casco	2024-01-05	1.69	5.07
Cassia court	2	Angelina	2024-01-08	12.92	25.84

Cleaning shop	3	Casco	2024-01-11	0.69	2.07
Pelican Colony Walden Center	3	Casco	2024-01-10	16.44	49.32
Heron Cove berm	3	Rolando	2024-01-05	17.02	51.06
pelican Nest trimming palmetto	3	Valery	2024-01-11	10.64	31.92
Mowing	2	Bitia	2024-01-15	25.64	51.28
Mow	3	Casco	2024-01-16	11.88	35.64
Mowing	3	Rolando	2024-01-15	21.6	64.8
Lakemont east. Cleanup	3	Casco	2024-01-09	31.41	94.23
Clean 41 and pelican nest	4	Casco	2024-01-18	1.92	7.68
Cleanup, Central Park fountain	2	Bitia	2024-01-19	0.99	1.98
Greenview	4	Casco	2024-01-19	4.56	18.24
Walden center	3	Casco	2024-01-22	8.73	26.19
Walden center	2	Angelina	2024-01-12	32.53	65.06
Pinching Flowers	3	Valery	2024-01-22	12.47	37.41
Pinching Flowers	3	Angelina	2024-01-22	12.48	37.44
Bay Cedar entry	4	Rolando	2024-01-04	31.7	126.8
Community park	3	Casco	2024-01-23	13.4	40.2
Greenview trimming	3	Valery	2024-01-23	14.31	42.93
Children park, trimming palmettos	3	Casco	2024-01-24	8	24
Goldcrest trimming palmetto	3	Casco	2024-01-25	3.12	9.36
41 south cleanup	3	Valery	2024-01-25	9.02	27.06
Cleanup, Central Park fountain	2	Bitia	2024-01-26	0.63	1.26
Pelican Nest entry	6	Valery	2024-01-25	3.19	19.14
Cleaning Palmettos	3	Rolando	2024-01-19	11.65	34.95
Fire bush route	2	Angelina	2024-01-23	30.07	60.14
Trimming north entrance	2	Angelina	2024-01-29	20.08	40.16
Mowing	2	Bitia	2024-01-29	17.61	35.22
41. south	4	Casco	2024-01-26	2.99	11.96
Mowing	4	Casco	2024-01-29	17.94	71.76
Mowing	3	Rolando	2024-01-29	20.91	62.73

Trim bougainvilleas	2	Bitia	2024-01-22	54.15	108.3
Pennyroyal berm	3	Rolando	2024-01-23	26.85	80.55
Fertilizing shrubs	3	Casco	2024-01-02	42.56	127.68
PLCA	2	Bitia	2024-02-01	7.63	15.26
Central Park fountain, cleanup	2	Bitia	2024-02-02	2.63	5.26
Cleaning Palmetto Bay Cedar entry	3	Valery	2024-01-29	38.8	116.4
Trimming Heron Point Circle	2	Bitia	2024-02-05	3.77	7.54
Bay Cedar trimming	3	Casco	2024-01-31	21.08	63.24
Trimming Candleberry Circle	2	Bitia	2024-02-05	4.27	8.54
Trimming Muscadine Circle	2	Bitia	2024-02-06	2.2	4.4
Trimming Pine Fern Circle	2	Bitia	2024-02-06	2.31	4.62
Trimming Wild Indigo circle	2	Bitia	2024-02-06	0.96	1.92
Trimming Tassel Flower Circle	2	Bitia	2024-02-06	1.74	3.48
Pennyroyal berm	2	Angelina	2024-02-01	25.81	51.62
Trimming Fiddle Head Circle	2	Bitia	2024-02-07	1.48	2.96
Trimming Cassia Circle	2	Bitia	2024-02-07	1.43	2.86
Trimming Sweet Gum Circle	2	Bitia	2024-02-07	0.84	1.68
Trimming Lyonia Circle	2	Bitia	2024-02-07	4.76	9.52
Trimming Bay Bean Circle	2	Bitia	2024-02-08	0.91	1.82
Trimming Cypress Island	2	Bitia	2024-02-08	1.03	2.06
Parkway trimming. Cleanup	3	Angelina	2024-01-30	32.3	96.9
Trimming The Reserve Circle	2	Bitia	2024-02-08	2	4
Trimming Catbrier Circle	2	Bitia	2024-02-08	2.21	4.42
Trimming Wax Myrtle Circle	2	Bitia	2024-02-08	2.38	4.76
Trimming Twinberry Circle	2	Bitia	2024-02-09	0.72	1.44
			2024-01-02 to 2024-02-09	765.42	2069.76

Updates			
Item Name	User	Created At	Update Content
Bay Cedar entry	Paul Kemp	19/January/2024 08:32:41 AM	trimming palmettos
Heron Cove berm	Paul Kemp	05/January/2024 07:38:30 AM	Please clean up dead Palm fronds and trim lightly.
PLCA false agave	Paul Kemp	05/January/2024 07:41:27 AM	Please transplant six false agave from PLCA entry to outside Greenview pump station. Also remove patch of jasmine to allow bush daisies to fill in.
PLCA false agave	Ronald Casco	09/January/2024 08:46:01 AM	@Paul Kemp
PLCA false agave	Paul Kemp	09/January/2024 09:44:27 AM	Looks nice!
PLCA silver buttonwoods	Paul Kemp	05/January/2024 08:22:13 AM	Please address any loose anchors and also trim lightly.
Cassia court	Paul Kemp	19/January/2024 08:32:59 AM	trimming palmetto
Lakemont east. Cleanup	Miguel Solis	11/January/2024 02:05:48 PM	trimming. cleanup behind the houses.
Pelican Colony Walden Center	Miguel Solis	11/January/2024 02:09:04 PM	trimming palmetto
pelican Nest trimming palmetto	Miguel Solis	11/January/2024 02:13:00 PM	across the Ridge entry
Walden center	Paul Kemp	19/January/2024 08:32:16 AM	Cleaning up the edges.
Greenview	Paul Kemp	19/January/2024 08:32:00 AM	Cleaning up litter & debris
Cleaning Palmettos	Paul Kemp	19/January/2024 08:07:45 AM	along Goldcrest, North of Bay Cedar
Cleaning Palmettos	Paul Kemp	27/January/2024 11:53:01 AM	Bay Cedar Entry
Walden center	Miguel Solis	23/January/2024 07:08:21 AM	cleaning up the edges
Community park	Miguel Solis	23/January/2024 07:11:22 AM	Trimming palmetto
Pennyroyal berm	Paul Kemp	27/January/2024 11:52:32 AM	Cleaning up the curb, storm drains
Pelican Nest entry	Miguel Solis	25/January/2024 04:22:20 PM	Trimming behind the monument
Pelican Nest entry	Paul Kemp	27/January/2024 11:53:34 AM	Getting ready for the painters.

41. south	Paul Kemp	27/January/2024 11:52:08 AM	weeding bougainvillea
Trimming north entrance	Miguel Solis	29/January/2024 11:16:37 AM	Coconut. The tide. Pelican colony
Parkway trimming. Cleanup	Miguel Solis	30/January/2024 07:29:14 AM	Starting at 41 going west towards Central Park fountain
The Ridge	Paul Kemp	30/January/2024 09:25:27 AM	The Carissa on the entry side needs a trim.
Pennyroyal berm	Paul Kemp	01/February/2024 07:36:55 AM	Please dead head the leopard plants and remove any dead plants.
Community park	Miguel Solis	01/February/2024 10:45:12 AM	Removing dead pine tree
Oak trees	Paul Kemp	09/February/2024 08:59:47 AM	Trimming suckers
Pelican Nest	Miguel Solis	05/February/2024 09:00:03 AM	Trimming starting from the entrance. 41
Trimming palmettos	Paul Kemp	09/February/2024 09:00:27 AM	Coconut North Commons
Across from The Ridge	Paul Kemp	09/February/2024 08:40:15 AM	Please secure and plant 16 - 15 gallon cocoplums in the area across from The Ridge entry.
Trimming Circles	Paul Kemp	09/February/2024 09:01:03 AM	Lakemont east
25060 Banbridge	Paul Kemp	09/February/2024 08:40:34 AM	Privacy hedge along Nest Drive sidewalk needs to be replaced.

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

**STAFF
REPORTS
BII**

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

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 JOINT MEETING SCHEDULE

LOCATION

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

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

***Exception(s)**

December meeting date is three (3) weeks earlier.

May meeting date is one (1) week earlier.