

**BAYSIDE IMPROVEMENT
AND BAY CREEK**

**COMMUNITY DEVELOPMENT
DISTRICTS**

March 25, 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

March 18, 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 March 25, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public may participate in the meeting, via Zoom, at <https://us02web.zoom.us/j/84137772934>, Meeting ID: **841 3777 2934** or via conference call at **1-929-205-6099**, Meeting ID: **841 3777 2934**. The agenda is as follows:

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

JOINT BUSINESS ITEM(S)

4. Staff Report: District Engineer - *Barraco and Associates, Inc.*
5. Treatment Report: February 2024 - *Superior Waterway Services, Inc. (Andy Nott)*
6. Presentation from Hotwire
7. Update: Valve Installation and Isolation Test
8. Consideration of W.J. Johnson & Associates, Engineering Services Letters of Engagement for Maintenance and Administrative Facility on Coconut Rd.
 - A. Building Pricing
 - B. Deferred Maintenance Items
 - C. Zoning LDO - Proposed New Building
9. Consideration of Johnson Engineering, Inc. 2023 Water Quality Monitoring Report

- 10. Committee Reports
 - A. PLCA Landscape Committee
 - B. Colony Landscape Committee
- 11. Discussion: Colony Streetlights
- 12. Presentation of Monthly Year-End Financial Forecast (*under separate cover*)
- 13. Acceptance of Unaudited Financial Statements as of February 29, 2024
- 14. Approval of February 26, 2024 Joint Regular Meeting Minutes
- 15. Action/Agenda Items
- 16. Old Business
- 17. 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: April 22, 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

- 18. Supervisors' Requests

19. Public Comments: *Non-Agenda Items*

20. Adjournment

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

Sincerely,



Chesley E. Adams, Jr.
District Manager

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

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**Bayside Bay Creek CDD
Treatment Report for February 2024**

Techs surveyed/inspected all lakes at the first of the month, no major problems were noted.

Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A1	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
A2	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A3	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A4	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A5	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
A6	Treated	Grasses/Weeds	Algae	2/19/2024	2/28/2024	Treated for Algae
A7	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A8	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A9	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A10	Treated	Grasses/Weeds	Algae	2/19/2024	2/28/2024	Treated for Algae
A11	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A12	Treated	Grasses/Weeds		2/19/2024		Scheduled for treatment
A13	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
A14	Treated	Grasses/Weeds		2/27/2024		Sprayed Littorals
A15	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
A16	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
A17	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
A18	Treated	Grasses/Weeds	Algae	2/27/2024		Treated for Algae
A19	Inspected			2/6/2024		No major Problems
A20	Inspected			2/6/2024		No major Problems

SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A21	Inspected			2/9/2024		No major Problems
A22	Inspected			2/9/2024		No major Problems
A23	Inspected			2/9/2024		No major Problems
A24	Inspected			2/9/2024		No major Problems
A25	Inspected			2/9/2024		No major Problems
A26	Inspected			2/9/2024		No major Problems
A27	Inspected			2/9/2024		No major Problems
A28	Inspected			2/9/2024		No major Problems
B1	Inspected			2/9/2024		No major Problems
B2	Treated	Grasses/Weeds	Algae	2/19/2024	2/28/2024	Sprayed lake bank weeds
B3	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
B4	Treated	Grasses/Weeds	Algae	2/19/2024	2/28/2024	Sprayed lake bank weeds
B5	Treated	Algae		2/27/2024		Treated for Algae
B6	Treated	Grasses/Weeds		2/27/2024		Sprayed lake bank weeds
B7	Inspected			2/9/2024		No major Problems
B8	Inspected			2/9/2024		No major Problems
C1	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
C2	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
C3	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds
C4	Treated	Grasses/Weeds		2/19/2024		Sprayed lake bank weeds

**SUPERIOR WATERWAY
SERVICES, INC.**



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
E1	Treated	Grasses/Weeds		2/27/2024		Sprayed Littorals
E2	Treated	Grasses/Weeds		2/27/2024		Sprayed Littorals
E3	Treated	Grasses/Weeds		2/27/2024		Sprayed Littorals
E4	Treated	Grasses/Weeds		2/27/2024		Sprayed Littorals
E5	Inspected	Grasses/Weeds		2/27/2024		Scheduled for treatment
E6	Inspected			2/28/2024		No major Problems
E7	Inspected			2/28/2024		No major Problems
E8	Inspected			2/28/2024		No major Problems
E9	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
E10	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
E11	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
E12	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
WCI	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
E14	Inspected			2/9/2024		No major Problems
E15	Treated	Grasses/Weeds		2/26/2024		Sprayed lake bank weeds
E16	Inspected			2/9/2024		No major Problems
E17	Inspected			2/9/2024		No major Problems
E18	Inspected			2/9/2024		No major Problems
F1	Inspected			2/23/2024		No major Problems
F2	Inspected			2/9/2024		No major Problems

**SUPERIOR WATERWAY
SERVICES, INC.**



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
F3	Inspected			2/6/2024		No major Problems
F4	Inspected			2/6/2024		No major Problems
F5	Inspected			2/6/2024		No major Problems
F6	Inspected			2/23/2024		No major Problems
F7	Inspected			2/23/2024		No major Problems
F8	Treated	Grasses/Weeds		2/23/2024		Sprayed lake bank weeds
F9	Treated	Grasses/Weeds		2/23/2024		Sprayed lake bank weeds
F10	Inspected			2/6/2024		No major Problems
F11	Inspected			2/6/2024		No major Problems
F12	Inspected			2/6/2024		No major Problems
F13	Inspected			2/6/2024		No major Problems
F14	Inspected			2/6/2024		No major Problems
F15	Inspected			2/6/2024		No major Problems
F16	Inspected			2/23/2024		No major Problems
F17				2/6/2024		No major Problems

**BAYSIDE IMPROVEMENT
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Kelly Sadlier

From: Chuck Adams
Sent: Friday, March 8, 2024 11:49 AM
To: Paul Kemp; Gianna Denofrio; Daphne Gillyard
Cc: bantrymcc@aol.com; Cleo Adams; shane willis
Subject: RE: Agenda item for March 25, 2024 board meeting

Thankyou...we will have this on the agenda so all are informed.

Gianna/Daphne

Please include this email string on the BS BC agenda for further discussion

Thanks

Chesley "Chuck" E. Adams jr.

Director of Operations

Wrathell, Hunt and Associates, LLC

(239) 464-7114 ©

From: Paul Kemp <pkemp@whhassociates.com>
Sent: Friday, March 8, 2024 10:04 AM
To: Chuck Adams <adamsc@whhassociates.com>
Cc: bantrymcc@aol.com
Subject: Re: Agenda item for March 25, 2024 board meeting

Chuck,

I'm sorry that Mr. Francis feels like I have been unhelpful since meeting with him on Thursday morning. I explained to him that the valve installation and isolation test that was authorized by the CDD revealed that the water main entering Longlake Village does not terminate inside LLV but continues on eastbound to serve the meter for the Community Center, and southbound serving several valves irrigation the north side of Pelican Landing Parkway. From there I informed him that the CDD would not authorize the installation of a filter. And that we cannot have PLCA properties encumbered or affected by activities originating on HOA property. He told me it was a "win-win" because he spoke to Heather Bruno at the PLCA and she thought it would be great if the PLCA irrigation water was filtered by LLV. Installing a bypass system was briefly discussed but that too was declined because it would not solve the issue. I restated my case but Mr. Francis disagreed so I invited him to bring his case before the board.

On Monday when the project got underway I made it clear to Dan, the contractor, and so did Miguel, that he was authorized to install the valve to test the water main before there would be any consideration to approve the installation of a filter. Unfortunately he gambled that he was right, and showed up with all the materials to install the filter.

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

On Mar 8, 2024, at 8:17 AM, Chuck Adams <adamsc@whhassociates.com> wrote:

Good morning

Paul, have you and contractor had a chance to meet with this group on site to discuss the results of the valve install and isolation test?

Chesley "Chuck" E. Adams jr.

Director of Operations

Wrathell, Hunt and Associates, LLC

(239) 464-7114 ©

From: bantrymcc@aol.com <bantrymcc@aol.com>

Sent: Thursday, March 7, 2024 11:08 AM

To: Chuck Adams <adamsc@whhassociates.com>

Subject: Fw: Agenda item for March 25, 2024 board meeting

Chuck: Please address this request. Walter

[Sent from the all new AOL app for iOS](#)

Begin forwarded message:

On Thursday, March 7, 2024, 10:15 AM, Dr. Dean Francis <deanafrancis@msn.com> wrote:

Good morning, I am the HOA President for Longlake Village. I am requesting to be added to the agenda for the March 25th Board of Supervisors meeting to address our filter installation.

As per the minutes of the December 2023 board meeting, the staff at CDD was instructed to assist us in installing a whole neighborhood filter. Unfortunately, the CDD staff has not been helpful and instead has been obstructing our project. As the snail issue is a known problem with the irrigation water, Longlake Village obviously should be allowed to mitigate this problem, (at our own cost, of course) to allow our landscaping to flourish without endless repairs of our system due to clogging issues.

Your board wisely agreed with this at the December meeting, and we began our project based on that decision. So, it is unfortunate that we are forced to ask for redress in this matter. I have attached the minutes from the December meeting that are pertinent to our situation.

I thank you much for your attention in this matter.

Dean Francis, LCAM

LLV HOA President

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

8A

Letter of Engagement

March 13, 2024

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

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

**SUBJECT: Engineering Services
Building Pricing
Maintenance and Administrative Facility on Coconut Rd.
Project #: 23048.04**

To the CDD Board of Supervisors:

Following up on the direction from the CDD board meeting, we prepared this Letter of Engagement to compare the installed cost of 3 types of buildings as protection for the mules.

1. Develop budget pricing for the installed cost of the galvanized steel pole building from previous presentations, adding sides, a concrete floor and a light electrical service. This structure may be eliminated as the Fabricator does not provide garage doors, and they would need to be sourced locally.
2. Develop budget pricing for the installed cost of a concrete block & stucco building, with a concrete floor and a light electrical service.
3. Develop budget pricing for the installed cost of a prefab steel building, with a concrete floor and a light electrical service.

Estimated Fees

Estimated fee for above statement of work is estimated at \$13,500 (60 hours billed at \$225/hr.)

A 30% deposit is required with the signed contract.

Limits of Liability

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

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

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

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

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

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.03

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

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT

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

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

8B

Letter of Engagement

March 13, 2024

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

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

**SUBJECT: Engineering Services
Deferred Maintenance Items
Maintenance and Administrative Facility on Coconut Rd.
Project #: 23048.04**

To the CDD Board of Supervisors:

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

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

Statement of Work

Painting the Building and Boundary Walls

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

Measure the wall cap area to be water-proofed

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

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

Solicit bid from qualified contractors.

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

Tabulate these bids and present this to the Board.

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

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

Conduct two work-in-process inspections.

Collect Lien releases and close out the project.

Mill & Replace Asphalt Parking Lot

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

Removal Of Compressors and Overhead HVAC Equipment & Ducting

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

Upgrade Shop Lighting to LED units.

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

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

Estimated Fees

Estimated fee for above statement of work is estimated at \$24,300. (108 hours billed at \$225/hr.)

A 30% deposit is required with the signed contract.

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

Limits of Liability

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

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

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

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

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

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.05

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

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT

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

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

8C

Letter of Engagement

March 13, 2024

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

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

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

To the CDD Board of Supervisors:

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

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

Estimated Fees

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

A 30% deposit is required with the signed contract.

Limits of Liability

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

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

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

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

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

Sincerely,

Eric Franzoi, President

W.J. JOHNSON & ASSOCIATES

CLIENT AUTHORIZATION - Project 23048.03

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

ACCEPTED this ____ day of _____, 2024

By: _____

Title: _____

W.J. JOHNSON & ASSOCIATES
STANDARD CONDITIONS OF AGREEMENT

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

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

9



March 12, 2024

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

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

Dear Chuck:

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

I. PURPOSE & SCOPE OF WORK

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

II. METHODOLOGY

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

III. RESULTS

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

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

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

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

Table 2: 2023 Field Data

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

IV. CONCLUSIONS

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

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

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

Sincerely,

JOHNSON ENGINEERING, INC.

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

Tim Denison
Environmental Scientist

APPENDIX A
LABORATORY ANALYTICAL REPORTS

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

Submission Number : 23080633

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

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

Tim Denison

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

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

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

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.94	MG/L	0.06	0.20	351.2	08/16/2023 19:41	MS
TOTAL PHOSPHORUS AS P	0.062	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.567	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 17:35	MS
TOTAL NITROGEN	2.51	MG/L	0.06	0.20	SYSTEAS+351	08/16/2023 17:35	MS/MS

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

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	2.32	MG/L	0.06	0.20	351.2	08/16/2023 19:42	MS
TOTAL PHOSPHORUS AS P	0.127	MG/L	0.008	0.032	365.3	09/01/2023 17:13	JS
NITRATE+NITRITE AS N	0.191	MG/L	0.006	0.024	SYSTEAS EASY	08/16/2023 16:49	MS
TOTAL NITROGEN	2.51	MG/L	0.06	0.20	SYSTEAS+351	08/16/2023 16:49	MS/MS

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

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

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

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

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

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

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

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

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

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

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

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

09/06/2023


Dale D. Dixon / Laboratory Director

Date

Kathleen Gauthier - QC Officer

Haley Richardson - QA Officer

DATA QUALIFIERS THAT MAY APPLY:

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

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

NOTES:

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

COMMENTS:

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

Results relate only to the samples.

Benchmark EnviroAnalytical, Inc.

1711 Twelfth Street East

Palmetto, FL 34221

(941) 723-9986

(941) 723-6061 fax

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

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

Client: Johnson Engineering, Inc

2122 Johnson Street

Fort Myers, FL 33901

(239) 461-2458 (Tim Denison)

(239) 334-3661 (fax)

Report Format: Standard by Sample

Project Name: Bayside / Bay Creek Quarterly WQ Analysis

Project Number: 20160319-022

Laboratory Submission #:

23080633

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

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

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

Laboratory Sample Acceptability:
 pH < 2: BEA Temperature: 0.3 °C
 BEAS Temperature:

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

BEAS

Laboratory Results

Lee County Environmental Laboratory

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



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

Report Date: 8/11/2023

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

Qualifiers:

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


Rick Armstrong
Lab Manager
Lee County Environmental Lab





Lee County Environmental Laboratory
 60 S Danley Dr Unit 2
 Fort Myers, FL 33907
 Phone: (239) 533-8600

Analysis Request

&

Chain of Custody Record

LCEL does not accept samples for evidentiary purposes

Lab Certification: E45049

LCEL F COC 20150828R1

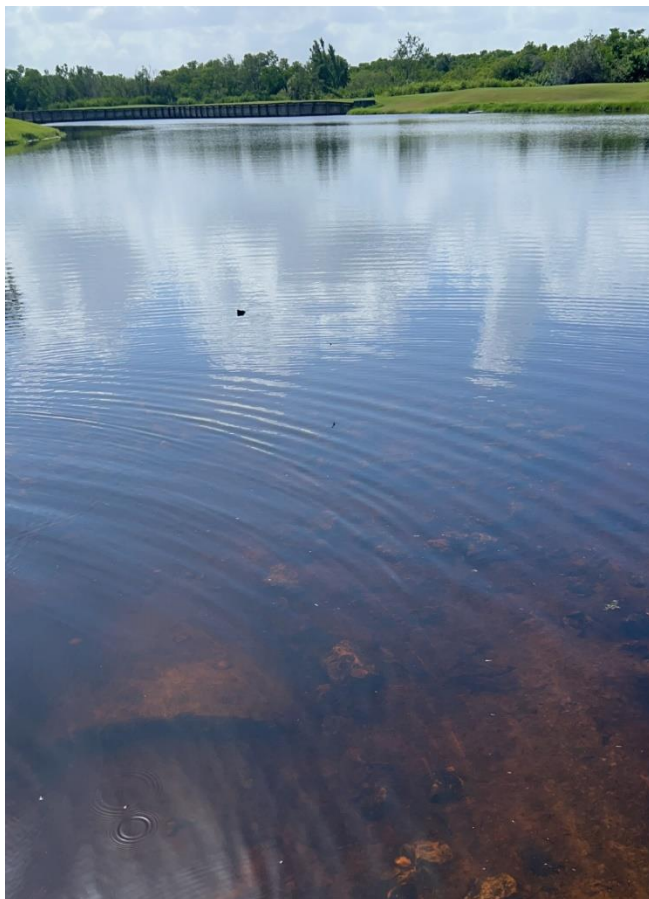
Report/Result Information		Billing/Invoice Information				Analyses Required										
Name: Johnson Engineering Inc ATTN: Tim Denison Email: tdenison@johnsoneng.com		Name: Johnson Engineering Inc ATTN: Tim Denison <i>BaySide Bay Creek</i>		Matrix Codes: DW-Drinking water GW- Ground water WW-Waste water SW-Surface water WWS-Wastewater Sludge S-Sediment O-Other				Preservative Codes: NP-No Preservative N-Nitric Acid S-Sulfuric Acid HCL-Hydrochloric Acid NAOH-Sodium Hydroxide ST-Sodium Thiosulfate O-Other								
Address: 2122 Johnson St Fort Myers FL 33901		Address: PO Box 1550														
Project #: <i>20160319-022</i>		Ft Myers FL 33901														
Phone: (239) 334-0046		Phone: (239) 334-0046														
Sample Collector(s) (please print): <i>Jessica Miller</i>		Sample Collector Signature: <i>JM</i>				Mug2QT <i>ECOL</i>										
Relinquished By: (signature) <i>Jessica Miller/JEI JM</i>	Date <i>8/9/23</i>	Time <i>1330</i>	Received By: (signature) <i>JM</i>													
Relinquished By: (signature)	Date	Time	Received By: (signature)													
Relinquished By: (signature)	Date	Time	Received By: (signature)													
Sample(s) on ice <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No? Temperature °C: <i>2.9°C</i>						Preservatives (see codes)										
Collection Date Time		Sample Description & Location			Matrix (see codes)	# of Sample Containers Submitted								LCE Lab #		
<i>8/9/23</i>	<i>1005</i>	<i>F-12</i>			<i>SW</i>	<i>1</i>	<i>1</i>									<i>AF67108</i>
	<i>1035</i>	<i>A-2</i>				<i>1</i>	<i>1</i>									<i>AF67109</i>
	<i>1100</i>	<i>A-1</i>				<i>1</i>	<i>1</i>									<i>AF67110</i>
	<i>1115</i>	<i>A-16</i>				<i>1</i>	<i>1</i>									<i>AF67111</i>
	<i>1140</i>	<i>A-17</i>				<i>1</i>	<i>1</i>									<i>AF67112</i>
	<i>1200</i>	<i>D-13</i>				<i>1</i>	<i>1</i>									<i>AF67113</i>
	<i>1215</i>	<i>D-8</i>				<i>1</i>	<i>1</i>									<i>AF67114</i>

SAMPLES SHOULD BE IN WET ICE & LESS THAN 6° C (42.8°F) OR THEY MAYBE QUALIFIED*

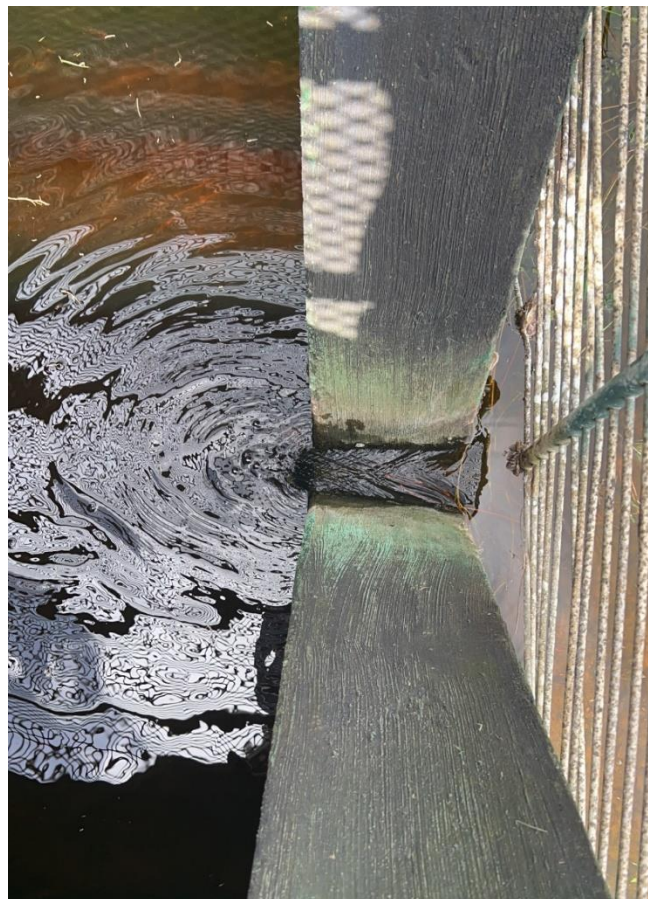
*Qualified = the data may not be accurate and regulatory agencies may not accept qualified data.

APPENDIX B
FIELD PHOTOGRAPHS

**APPENDIX B
FIELD PHOTOGRAPHS**



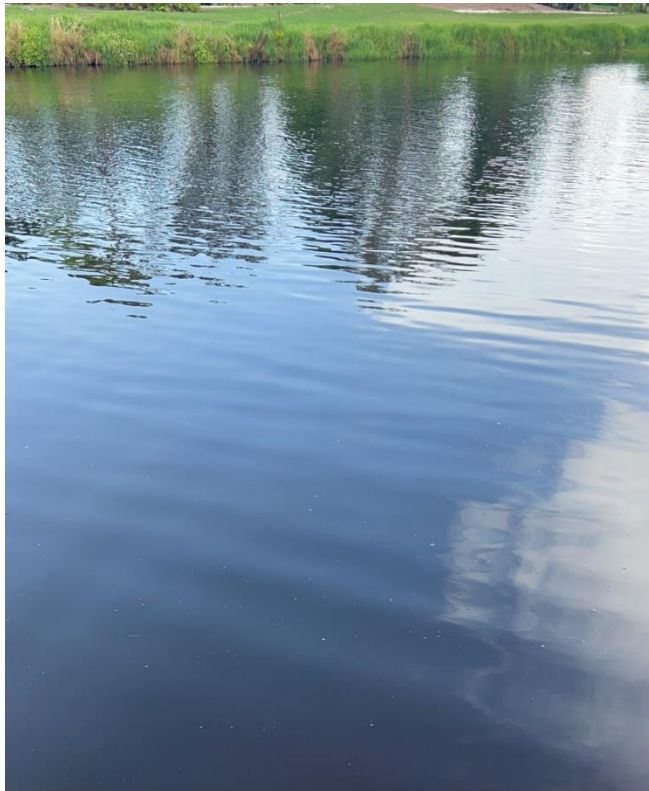
BAYSIDE/BAY CREEK A-1 8.9.23 1100



BAYSIDE/BAY CREEK A-1 8.9.23 1100



**APPENDIX B
FIELD PHOTOGRAPHS**



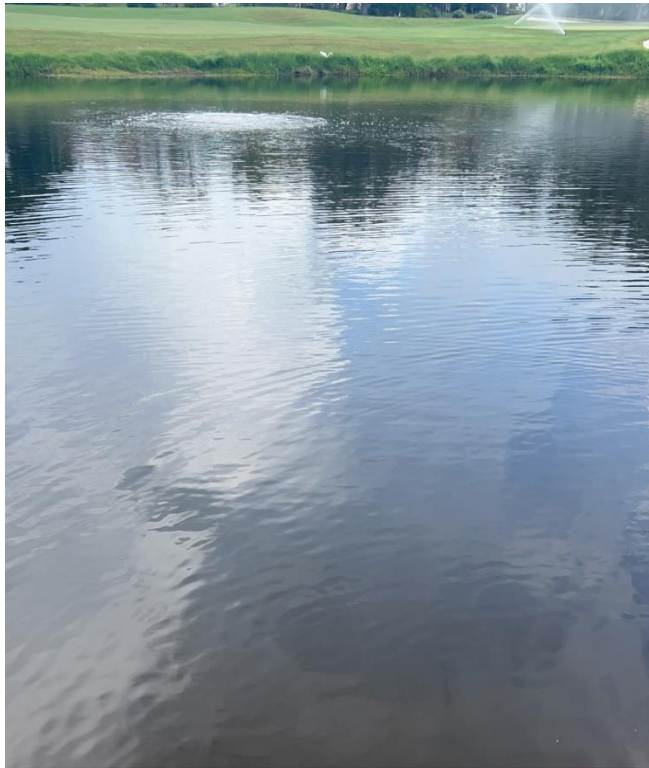
BAYSIDE/BAY CREEK A-2 8.9.23 1035



BAYSIDE/BAY CREEK D-8 8.9.23 1215



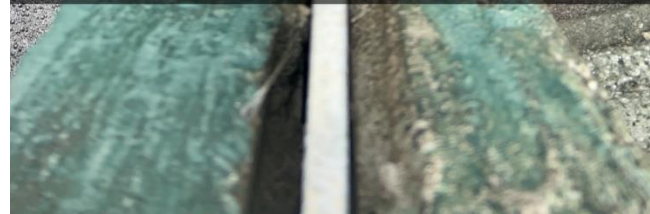
**APPENDIX B
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK A-16 8.9.23 1115



BAYSIDE/BAY CREEK A-16 8.9.23 1115



**APPENDIX B
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK A-17 8.9.23 1140



BAYSIDE/BAY CREEK A-17 8.9.23 1140



**APPENDIX B
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK D-13 8.9.23 1200



BAYSIDE/BAY CREEK F-12 8.9.23 1005



APPENDIX C
SAMPLE LOCATION MAP



Legend

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

Bayside/Baycreek Surface Water Sampling Sites

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

Note

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

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

Bayside / Bay Creek
Lee County, Florida

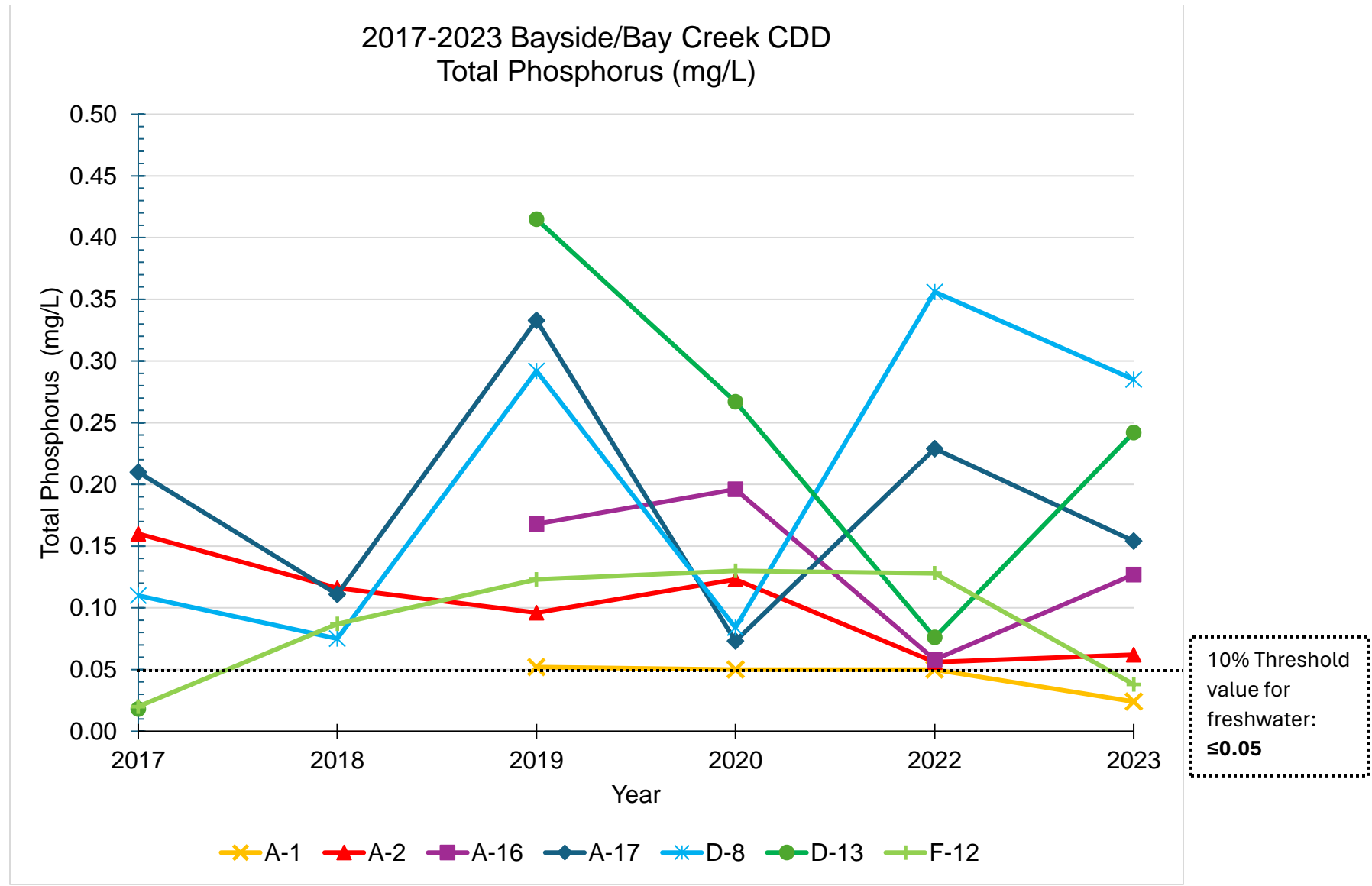


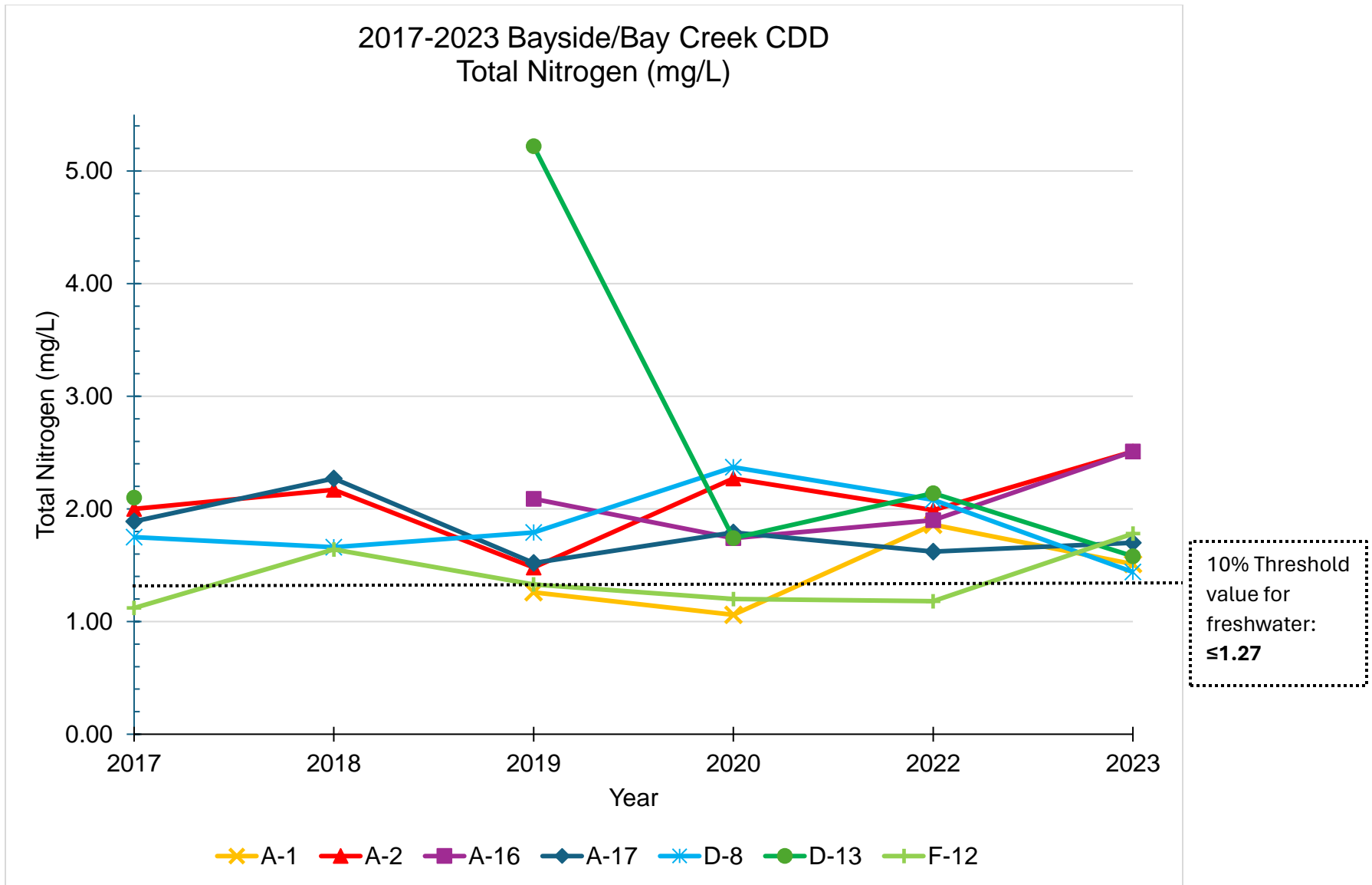
JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
P.O. BOX 1550
FORT MYERS, FLORIDA 33902-1550
PHONE (239) 334-0046
FAX (239) 334-3661
E.B. #642 & L.B. #642

2023 Sample Map

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

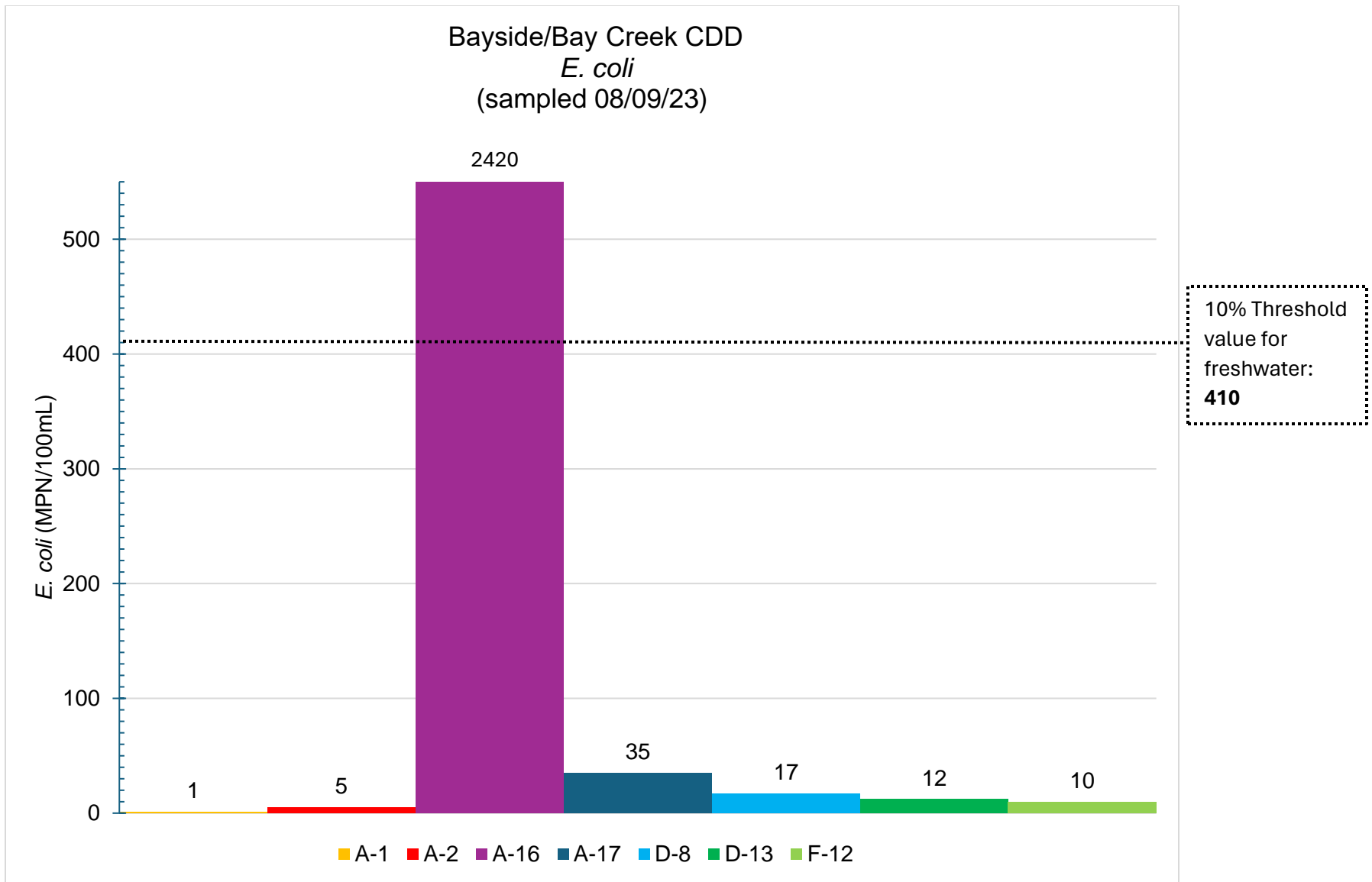
APPENDIX D
CONCENTRATION CHARTS





**APPENDIX D
CONCENTRATION CHARTS**

2023 Annual Report



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

10B

Colony to CDD 3/18/24

The Annual Meeting of the CFB was held March 18, 2024. The Renovations to the Bay Club, both Hurricane repair and renovation of the 3rd floor and the 2nd floor kitchen were reported.

It was stated that the Infinity Project is underway but that the CFB cannot control the project because Lennar gave Ronco developer rights. Safety is a large concern. Also all roads and landscaping was inspected and brought up to compliance prior to development being begun.

Litigation before the CFB was explained. The Gate attendant assault by a resident, the Tuscany suit and the hurricane insurance claim were explained.

Financial Fairness between the Colony and PLCA was again brought to the attention to the membership. The CFB did not support the document changes offered by the PLAC.

The Landscaping projects were delayed due to the summer weather and Ian's damage. Susan Irizarry, the new CAM was introduced. She is working with the CDD on landscaping issues.

Olievier May was elected as the single home representative. Ted Gravenhorst was thanked for his service to the BOD as treasurer and asked to aid in transition. Joanne Ribble resigned from the CFB. Ed Bayarski was elected to serve in her place.

March Meeting: held March 18 after annual meeting.

There will be a walk thru of the Bay Club offered to residents in late March and early April so that departing resident can view the renovations before returning to their northern homes. The proposed dates are 3/25, 4/2, and 4/17. The time will be limited from 5-7 and will be reservation only. Hard hats required and stairs will be used, not elevators.

The Villa Trevi retaining wall was discussed. The residents of the Villa Trevi are installing a new top application but asked once again as to ownership. They believe that either the CFB or more likely the CDD is responsible for the wall. The CFB replied that their attorney said that according to Lee county records the CDD owns it. It was remembered that the CDD claims that it only took responsibility for the pond, not the wall. Messina has the responsibility for their wall but the CDD has easement rights. Director John Watson stated that fiberglass or another alternative may be a better solution than railroad ties. It was suggested that the CDD be included in further discussion.

The Colony workshop on the 720 regulations will be set up soon.

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

1 1

Kelly Sadlier

From: Chuck Adams
Sent: Tuesday, March 19, 2024 1:31 PM
To: Gianna Denofrio
Cc: Cleo Adams; shane willis
Subject: FW: Lights in the Colony

Gianna

Please circulate this email to the Bayside and Bay Creek BOS and place on agenda to "Discussion: Colony Streetlights". Otherwise I have no further edits to the agenda.

Thanks

Best Regards,

Chesley 'Chuck' Adams
Director of Operations
Wrathell, Hunt and Associates, LLC
(239) 464-7114 ©

FRAUD ALERT ---- DUE TO INCREASED INCIDENTS OF WIRE FRAUD, IF YOU RECEIVE WIRE INSTRUCTIONS FROM OUR OFFICE DO NOT SEND A WIRE.

-----Original Message-----

From: Gail Gravenhorst <ggravenhorst@pelicanlandingcdds.net>
Sent: Tuesday, March 12, 2024 1:42 PM
To: Chuck Adams <adamsc@whhassociates.com>
Subject: Lights in the Colony

[You don't often get email from ggravenhorst@pelicanlandingcdds.net. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Good morning,

Please put discussion of the lights in the Colony on the agenda for the March 25th meeting.

I would like to discuss not only the color but also the poles themselves.

I have provided entry into the Colony so that both Bayside and Baycreek Supervisors can view the lights (color at night and pole condition for our discussion.) I have attempted to take photos but the do not satisfactorily illustrate the color differences nor the pole conditions.

Please enter the Colony at the Coconut Road entry in the evening. There is no gate attendant after 8pm.

Thank you,

Gail

Sent from my iPad

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

**UNAUDITED
FINANCIAL
STATEMENTS**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
FEBRUARY 29, 2024**

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
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<i>Proprietary funds</i>	
Statement of net position	
Enterprise funds: 401 & 451	5
Statement of revenues, expenses and changes in net position	
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**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 29, 2024**

	<u>General Fund</u>		
	<u>General Fund 001 & 101</u>	<u>General Fund 002</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash			
Truist	\$ 497,513	\$214,465	\$ 711,978
Truist - Debt Card	5,000	-	5,000
FineMark MM	65,671	83,302	148,973
FineMark ICS	-	6,474	6,474
Bank United MM	30,000	5,000	35,000
Bank United ICS	228,510	45,000	273,510
Accounts receivable (clearing fund)	1,476,426	454,348	1,930,774
Due from other funds			
Bayside general fund 001	10,382	-	10,382
Bayside general fund 002 - The Colony	4,735	1,082	5,817
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>\$ 2,320,298</u>	<u>\$ 816,449</u>	<u>\$ 3,136,747</u>
LIABILITIES & FUND BALANCES			
Liabilities			
Accounts payable	\$ 848	\$ -	\$ 848
Due to other funds			
Bayside - general fund 001	3,647	479	4,126
Bayside general fund 002 - The Colony	1,082	-	1,082
Bay Creek - general fund 101	10,382	4,735	15,117
Due to Bayside - enterprise fund 401	2,248	-	2,248
Due to Bay Creek - enterprise fund 451	3,297	-	3,297
Total liabilities	<u>21,504</u>	<u>5,214</u>	<u>26,718</u>
Fund Balances			
Unassigned	2,298,794	811,235	3,110,029
Total fund balances	<u>2,298,794</u>	<u>811,235</u>	<u>3,110,029</u>
Total liabilities and fund balances	<u>\$ 2,320,298</u>	<u>\$ 816,449</u>	<u>\$ 3,136,747</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 FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 2,346,954	\$ 2,468,020	95%
Interest	239	2,232	85,000	3%
Street sweeping	-	-	13,000	0%
Miscellaneous	-	150	-	N/A
Total revenues	<u>239</u>	<u>2,349,336</u>	<u>2,566,020</u>	92%
EXPENDITURES				
Administrative				
Supervisors	1,614	4,844	19,377	25%
Engineering	5,638	9,841	15,000	66%
Legal	85	1,638	18,000	9%
Audit	-	-	15,000	0%
Management	3,500	17,501	42,000	42%
Accounting & payroll	1,400	6,999	16,799	42%
Computer services	420	2,100	5,040	42%
Assessment roll preparation* ¹	706	3,531	8,476	42%
Telephone	79	396	950	42%
Postage & reproduction	111	482	1,350	36%
Printing & binding	410	2,050	4,918	42%
Legal notices and communications	-	495	1,125	44%
Office supplies	471	1,013	750	135%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* ¹	-	19,224	19,102	101%
Miscellaneous (bank fees)	304	1,141	6,750	17%
Total administrative	<u>14,738</u>	<u>71,676</u>	<u>175,153</u>	41%
Field management				
Other contractual	3,150	15,749	37,799	42%
Total field management services	<u>3,150</u>	<u>15,749</u>	<u>37,799</u>	42%
Water management				
NPDES program	355	355	3,165	11%
Other contractual services: lakes	14,452	60,152	180,405	33%
Other contractual services: wetlands	-	21,131	37,980	56%
Other contractual services: culverts/drains	728	6,267	37,980	17%
Other contractual services: lake health	-	25	6,330	0%
Aquascaping* ¹	-	-	18,990	0%
Capital outlay	-	-	9,495	0%
Repairs and maintenance (aerators)	-	381	9,495	4%
Total water management services	<u>15,535</u>	<u>88,311</u>	<u>303,840</u>	29%

**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 FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Personnel services	-	17,264	-	N/A
Electricity	-	21,637	41,509	52%
Contractual services-lightpole	-	4,580	46,491	10%
Total street lighting services	-	43,481	88,000	49%
Landscaping				
Supervisor	4,667	26,477	111,000	24%
Personnel services	80,456	421,649	1,100,000	38%
Capital outlay	-	41,623	60,000	69%
Fuel	-	19,444	25,000	78%
Repairs and maintenance (parts)	8,008	21,255	40,000	53%
Insurance* ¹	-	22,371	16,810	133%
Minor operating equipment	1,059	9,626	20,000	48%
Horticulture dumpster	3,600	32,400	40,000	81%
Employee uniforms	1,215	11,012	34,000	32%
Chemicals	2,194	32,387	58,000	56%
Flower program * ²	-	57,639	130,000	44%
Mulch program * ²	-	65,431	83,000	79%
Plant replacement program * ²	1,585	8,740	40,000	22%
Other contractual - tree trimming* ¹	-	1,050	12,660	8%
Other contractual - horticulturalist	-	-	2,000	0%
Other contractual - training	87	404	1,500	27%
Maintenance tracking software	2,796	2,796	20,000	14%
Unbudgeted contractual services	-	81,215	82,000	99%
Fountain maintenance	3,792	13,507	10,000	135%
Office operations	1,769	10,453	23,000	45%
Monument maintenance	-	707	15,000	5%
Total landscaping services	111,228	880,186	1,923,970	46%
Roadway				
Personnel	528	2,457	8,546	29%
Repairs and maintenance - parts	-	775	6,330	12%
Insurance	-	2,453	1,899	129%
Total roadway services	528	5,685	16,775	34%

**BAYSIDE IMPROVEMENT AND BAY CREEK
COMMUNITY DEVELOPMENT DISTRICTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUNDS 001 & 101
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Parks & recreation				
Utilities	770	3,850	10,500	37%
Operating supplies	-	328	1,000	33%
Total parks & recreation	<u>770</u>	<u>4,178</u>	<u>11,500</u>	36%
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>145,949</u>	<u>1,116,049</u>	<u>2,566,020</u>	43%
Excess/(deficiency) of revenues over/(under) expenditures	(145,710)	1,233,287	-	
Fund balances - beginning	2,444,504	1,065,507	1,168,661	
Fund balances - ending	<u>\$ 2,298,794</u>	<u>\$ 2,298,794</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
FEBRUARY 29, 2024**

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
ASSETS			
Current assets:			
Cash			
Wells Fargo	\$ 256,535	\$ -	\$ 256,535
SunTrust	231,527	41,440	272,967
Bank United MM	10,000	2,000	12,000
Bank United ICS	590,000	8,000	598,000
Due from Bayside general fund 001	1,870	1,112	2,982
Due from Bay Creek general fund 101	378	2,185	2,563
Due from Bay Creek enterprise fund 451	87,927	-	87,927
Accounts receivable (clearing fund)	143,819	47,053	190,872
WC deposit	104	35	139
Total current assets	1,322,160	101,825	1,423,985
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	(1,602,174)	(564,153)	(2,166,327)
Total capital assets, net of accumulated depreciation	366,785	57,368	424,153
Total noncurrent assets	366,785	57,368	424,153
Total assets	1,688,945	159,193	1,848,138
LIABILITIES			
Current liabilities:			
Unearned revenue	9,093	8,430	17,523
Customer deposits	47,964	12,188	60,152
Due to Bayside enterprise fund 401	-	87,926	87,926
Total current liabilities	57,057	108,544	165,601
NET POSITION			
Net investment in capital assets	366,785	57,368	424,153
Unrestricted	1,265,103	(6,719)	1,258,384
Total net position	\$ 1,631,888	\$ 50,649	\$ 1,682,537

**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 FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
OPERATING REVENUES:				
Charges for services				
Assessment levy - net	\$ -	\$ 308,362	\$ 325,545	95%
Irrigation	31,574	223,283	584,000	38%
Total operating revenues	<u>31,574</u>	<u>531,645</u>	<u>909,545</u>	58%
OPERATING EXPENSES:				
Administrative services				
Supervisor's fees	538	1,614	6,459	25%
Engineering fees	1,880	3,280	5,000	66%
Legal	28	546	6,000	9%
Audit	-	-	5,000	0%
Management	1,395	6,971	16,731	42%
Accounting & payroll	467	2,333	5,600	42%
Computer services	140	700	1,680	42%
Utility billing	7,679	19,199	33,500	57%
Telephone	25	129	311	41%
Postage & reproduction	37	161	450	36%
Printing and binding	136	683	1,639	42%
Legal notices and communications	-	165	375	44%
Office supplies	157	337	251	134%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* ¹	-	6,408	6,340	101%
Miscellaneous	89	341	2,250	15%
Total administrative services	<u>12,571</u>	<u>43,007</u>	<u>91,820</u>	47%
Field management services				
Other contractual services	1,051	5,251	12,600	42%
Total field management services	<u>1,051</u>	<u>5,251</u>	<u>12,600</u>	42%
Water management services				
NPDES program	205	205	1,835	11%
Other contractual services: lakes	8,379	34,875	104,595	33%
Other contractual services: wetlands	-	12,251	22,020	56%
Other contractual services: culverts/drains	423	3,633	22,020	16%
Other contractual services: lake health	-	15	3,670	0%
Aquascaping* ¹	-	-	11,010	0%
Capital outlay	-	-	5,505	0%
Repairs and maintenance (aerators)*	-	220	5,505	4%
Total water management services	<u>9,007</u>	<u>51,199</u>	<u>176,160</u>	29%

**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 FEBRUARY 29, 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	149	725	4,955	15%
Repairs and maintenance - parts	-	449	3,671	12%
Insurance	19	1,857	2,999	62%
Total irrigation supply services	168	3,031	11,625	26%
Irrigation supply services				
Personnel	3,307	18,042	74,000	24%
Reclaimed water	10,329	40,915	75,646	54%
Repairs and maintenance - parts	390	12,381	25,000	50%
Insurance* ¹	-	16,083	12,500	129%
Minor operating equipment	-	-	75,945	0%
Meter costs	1,176	6,415	7,500	86%
Other contractual services	-	3,785	9,000	42%
Electricity	-	31,422	95,000	33%
Pumps & machinery	-	18,281	75,000	24%
Depreciation	4,876	24,380	60,000	41%
Total irrigation supply services	20,078	171,704	509,591	34%
Total operating expenses	42,875	274,192	809,136	34%
Operating income/(loss)	(11,301)	257,453	100,409	
Nonoperating revenues/(expenses):				
Interest income	74	1,819	500	364%
Miscellaneous income	-	-	55,000	0%
Total nonoperating revenues	74	1,819	55,500	3%
Change in net position	(11,227)	259,272	155,909	
Total net position - beginning	1,693,764	1,423,265	1,407,673	
Total net position - ending	<u>\$ 1,682,537</u>	<u>\$ 1,682,537</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
FEBRUARY 29, 2024**

	General Fund		Total Governmental Funds
	001	The Colony 002	
ASSETS			
Cash			
Truist	\$ 402,072	\$214,465	\$ 616,537
Truist - debit card	5,000	-	5,000
FineMark MM	65,645	83,302	148,947
FineMark ICS	-	6,474	6,474
Bank United ICS	20,000	45,000	65,000
Bank United MM	5,000	5,000	10,000
Accounts receivable (clearing fund)	1,198,973	454,348	1,653,321
Due from other funds			
Bayside general fund 002 - The Colony	-	1,082	1,082
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>\$ 1,698,407</u>	<u>\$ 816,449</u>	<u>\$ 2,514,856</u>
LIABILITIES & FUND BALANCES			
Due to other funds			
Bayside - general fund 001	3,647	479	4,126
Bayside general fund 002 - The Colony	1,082	-	1,082
Due to other governments (Bay Creek)			
Bay Creek - general fund 101	10,382	4,735	15,117
Bay Creek - enterprise fund 451	1,112	-	1,112
Due to Bayside - enterprise fund 401	1,870	-	1,870
Total liabilities	<u>18,093</u>	<u>5,214</u>	<u>23,307</u>
Fund balances			
Unassigned	<u>1,680,314</u>	<u>811,235</u>	<u>2,491,549</u>
Total fund balances	<u>1,680,314</u>	<u>811,235</u>	<u>2,491,549</u>
Total liabilities and fund balances	<u>\$ 1,698,407</u>	<u>\$ 816,449</u>	<u>\$ 2,514,856</u>

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 1,899,564	\$ 1,987,933	96%
Interest	237	1,235	70,000	2%
Street sweeping	-	-	10,494	0%
Miscellaneous	-	150	-	N/A
Total revenue	<u>237</u>	<u>1,900,949</u>	<u>2,068,427</u>	92%
EXPENDITURES				
Administration services				
Supervisors	807	2,422	9,689	25%
Engineering	4,575	7,985	12,171	66%
Legal	69	1,329	14,605	9%
Audit	-	-	7,500	0%
Management	2,840	14,200	34,079	42%
Accounting & payroll	1,136	5,679	13,631	42%
Computer services	341	1,704	4,089	42%
Assessment roll preparation* ¹	573	2,865	6,877	42%
Telephone	64	321	771	42%
Postage & reproduction	90	391	1,095	36%
Printing & binding	333	1,663	3,990	42%
Legal notices and communications	-	402	913	44%
Office supplies	382	822	609	135%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	226	840	5,477	15%
Total administration services	<u>11,436</u>	<u>50,576</u>	<u>125,465</u>	40%
Field management				
Other contractual services	2,556	12,779	30,670	42%
Total field management services	<u>2,556</u>	<u>12,779</u>	<u>30,670</u>	42%
Water management				
NPDES program	288	288	2,568	11%
Other contractual services: lakes	11,726	48,807	146,381	33%
Other contractual services: wetlands	-	17,146	30,817	56%
Other contractual service: culverts/drains	591	5,085	30,817	17%
Other contractual services: lake health	-	20	5,136	0%
Aquascaping* ¹	-	-	15,408	0%
Capital outlay	-	-	7,704	0%
Repairs and maintenance (aerators)	-	309	7,704	4%
Total water management services	<u>12,605</u>	<u>71,655</u>	<u>246,535</u>	29%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
Street lighting				
Personnel services	-	14,773	-	N/A
Electricity	-	17,556	32,456	54%
Contractual services-lightpole	-	2,951	38,947	8%
Total street lighting services	<u>-</u>	<u>35,280</u>	<u>71,403</u>	49%
Landscaping				
Supervisor	3,786	21,481	90,065	24%
Personnel	65,268	342,064	892,540	38%
Capital outlay	-	33,773	48,684	69%
Fuel	-	15,777	20,285	78%
Repairs & maintenance (parts)	6,498	17,247	32,456	53%
Insurance* ¹	-	18,114	13,640	133%
Minor operating equipment	859	7,841	16,228	48%
Horticultural dumpster	2,921	26,289	32,456	81%
Employee uniforms	985	8,935	27,588	32%
Chemicals	1,780	26,279	47,061	56%
Flower program* ²	-	46,768	105,482	44%
Mulch program* ²	-	53,091	67,346	79%
Plant replacement program* ²	1,286	7,092	32,456	22%
Other contractual - tree trimming* ¹	-	852	10,272	8%
Other contractual - horticulturalist	-	-	1,623	0%
Other contractual - training	71	298	1,217	24%
Maintenance tracking software	2,269	2,269	16,228	14%
Unbudgeted contractual services	-	65,898	66,535	99%
Fountain maintenance	3,077	10,960	8,114	135%
Office operations	1,436	8,482	18,662	45%
Monument maintenance	-	574	12,171	5%
Total landscaping services	<u>90,236</u>	<u>714,084</u>	<u>1,561,109</u>	46%
Roadway services				
Personnel	428	1,994	6,934	29%
Repairs & maintenance - parts	-	629	5,136	12%
Insurance	-	1,986	1,541	129%
Total roadway services	<u>428</u>	<u>4,609</u>	<u>13,611</u>	34%
Parks & recreation				
Utilities	739	3,696	10,080	37%
Operating supplies	-	315	960	33%
Total parks & recreation	<u>739</u>	<u>4,011</u>	<u>11,040</u>	36%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED FEBRUARY 29, 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	118,000	899,756	2,068,457	43%
Excess/(deficiency) of revenues over/(under) expenditures	(117,763)	1,001,193	(30)	
Fund balances - beginning	1,798,077	679,121	727,687	
Fund balances - ending	<u>\$ 1,680,314</u>	<u>\$ 1,680,314</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 FEBRUARY 29, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 734,474	\$ 771,352	95%
Interest & miscellaneous	328	1,706	15,000	11%
Total revenues	<u>328</u>	<u>736,180</u>	<u>786,352</u>	94%
EXPENDITURES				
Administrative services				
Accounting & payroll	782	3,908	9,380	42%
Computer services	284	1,421	3,411	42%
Assessment roll preparation* ¹	96	479	1,150	42%
Field management	1,184	5,921	14,211	42%
Other current charges	68	242	-	N/A
Total administrative services	<u>2,414</u>	<u>11,971</u>	<u>28,152</u>	43%
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	26,232	125,204	350,000	36%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	44	44	1,500	3%
Other contractual - turf & shrub	7,364	36,819	100,000	37%
Rentals & leases	-	-	20,000	0%
Fuel	-	-	7,500	0%
Repairs & maintenance (parts)	853	5,139	12,000	43%
Insurance* ¹	-	3,648	3,000	122%
Horticulture dumpster	3,600	3,600	16,000	23%
Miscellaneous equipment	-	-	2,500	0%
Chemicals	-	1,765	2,500	71%
Flower program* ²	-	27,957	70,000	40%
Mulch program* ²	15,654	25,672	40,000	64%
Plant replacement program* ²	-	3,500	40,000	9%
Other contractual - tree trimming* ²	-	1,375	12,000	11%
Monument maintenance	-	-	3,000	0%
Total landscaping maintenance services	<u>53,747</u>	<u>234,723</u>	<u>681,500</u>	34%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 002 - THE COLONY
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Fountain services				
Operating supplies	13,287	74,849	140,000	53%
Total fountain services	<u>13,287</u>	<u>74,849</u>	<u>140,000</u>	53%
Total expenditures	<u>69,448</u>	<u>322,261</u>	<u>854,652</u>	38%
Net increase/(decrease) of fund balance	(69,120)	413,919	(68,300)	
Fund balance - beginning	880,355	397,316	404,960	
Fund balance - ending	<u>\$ 811,235</u>	<u>\$ 811,235</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
FEBRUARY 29, 2024**

	<u>Bayside Improvement Enterprise Fund 401</u>
ASSETS	
Current assets:	
Cash	
Wells Fargo	\$ 256,535
SunTrust	231,527
Bank United ICS	590,000
Bank United MM	10,000
Due from Bayside general fund 001	1,870
Due from Bay Creek general fund 101	378
Due from Bay Creek enterprise fund	87,927
Accounts receivable (clearing fund)	143,819
WC deposit	104
Total current assets	<u>1,322,160</u>
Noncurrent assets:	
Capital assets	
Property, plant and equipment	1,968,959
Less accumulated depreciation	<u>(1,602,174)</u>
Total capital assets, net of accumulated depreciation	<u>366,785</u>
Total noncurrent assets	<u>366,785</u>
Total assets	<u>1,688,945</u>
LIABILITIES	
Current liabilities:	
Unearned revenue	9,093
Customer deposits	<u>47,964</u>
Total current liabilities	<u>57,057</u>
NET POSITION	
Net investment in capital assets	366,785
Unrestricted	<u>1,265,103</u>
Total net position	<u>\$ 1,631,888</u>

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	Current Month	Year to Date	Budget	% of Budget
Operating revenues				
Charges for services:				
Assessment levy - net	\$ -	\$ 232,489	\$ 244,159	95%
Irrigation	22,829	155,882	325,000	48%
Total operating revenues	<u>22,829</u>	<u>388,371</u>	<u>569,159</u>	68%
Operating expenses				
Administrative services				
Supervisors	269	807	3,230	25%
Engineering	1,410	2,460	3,750	66%
Legal	21	410	4,500	9%
Audit	-	-	2,500	0%
Management	1,046	5,228	12,549	42%
Accounting & payroll	350	1,750	4,200	42%
Computer services	105	525	1,260	42%
Utility billing	5,759	14,399	25,125	57%
Telephone	19	97	233	42%
Postage & reproduction	28	121	338	36%
Printing and binding	102	512	1,229	42%
Legal notices and communications	-	124	281	44%
Office supplies	118	253	188	135%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	68	257	1,688	15%
Total administrative services	<u>9,295</u>	<u>30,252</u>	<u>64,416</u>	47%
Field management services				
Other contractual services	788	3,938	9,450	42%
Total field management services	<u>788</u>	<u>3,938</u>	<u>9,450</u>	42%
Water management services				
NPDES program	154	154	1,376	11%
Other contractual services: lakes	6,284	26,156	78,446	33%
Other contractual services: wetlands	-	9,188	16,515	56%
Other contractual services: culverts/drains	317	2,725	16,515	17%
Other contractual services: lake health	-	11	2,753	0%
Aquascaping* ¹	-	-	8,258	0%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	-	165	4,129	4%
Total water management services	<u>6,755</u>	<u>38,399</u>	<u>132,121</u>	29%

**BAYSIDE IMPROVEMENT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 401
FOR THE PERIOD ENDED FEBRUARY 29, 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	112	544	3,716	15%
Repairs and maintenance - parts	-	337	2,753	12%
Insurance	14	1,393	2,250	62%
Total irrigation supply services	126	2,274	8,719	26%
Irrigation supply services				
Personnel	2,481	13,532	55,500	24%
Repairs and maintenance - parts	293	9,284	18,750	50%
Insurance* ¹	-	12,062	9,375	129%
Surplus RCS Water-Bayside	-	-	75,945	0%
Meter costs	882	4,811	5,625	86%
Other contractual services	-	2,839	6,750	42%
Electricity	-	23,567	71,250	33%
Pumps & machinery	-	13,711	56,250	24%
Depreciation	3,626	18,130	45,000	40%
Total irrigation supply services	7,282	97,936	344,445	28%
Total operating expenses	24,246	172,799	564,656	31%
Operating income/(loss)	(1,417)	215,572	4,503	
Nonoperating revenues/(expenses)				
Interest income	74	1,817	375	485%
Miscellaneous income	-	-	45,000	0%
Total nonoperating revenues	74	1,817	45,375	4%
Change in net position	(1,343)	217,389	49,878	
Total net position - beginning	1,633,231	1,414,499	1,394,140	
Total net position - ending	<u>\$ 1,631,888</u>	<u>\$ 1,631,888</u>	<u>\$ 1,444,018</u>	

*¹ Typically an annual expense.

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 29, 2024**

	<u>General Fund</u>	<u>Total Governmental Funds</u>
	101	
ASSETS		
Cash		
SunTrust	\$ 95,441	\$ 95,441
FineMark MM	26	26
Bank United ICS	208,510	208,510
Bank United MM	25,000	25,000
Accounts receivable (clearing fund)	277,453	277,453
Due from other governments - Bayside Improvement		
Bayside general fund 001	10,382	10,382
Bayside general fund 002 - The Colony	4,735	4,735
WC deposit	344	344
Total assets	\$ 621,891	\$ 621,891
LIABILITIES & FUND BALANCES		
Liabilities		
Accounts payable	\$ 848	\$ 848
Due to other governments - Bayside Improvement		
Bayside - enterprise fund 401	378	378
Due to Bay Creek - enterprise fund 451	2,185	2,185
Total liabilities	3,411	3,411
Fund balances		
Unassigned	618,480	618,480
Total fund balances	618,480	618,480
Total liabilities and fund balances	\$ 621,891	\$ 621,891

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
REVENUES				
Assessment levy - net	\$ -	\$ 447,390	\$ 480,060	93%
Interest	2	997	15,000	7%
Street sweeping	-	-	2,506	0%
Total revenues	<u>2</u>	<u>448,387</u>	<u>497,566</u>	90%
EXPENDITURES				
Administration services				
Supervisors	807	2,422	9,689	25%
Engineering	1,063	1,856	2,829	66%
Legal	16	309	3,395	9%
Audit	-	-	7,500	0%
Management	660	3,301	7,921	42%
Accounting & payroll	264	1,320	3,168	42%
Computer services	79	396	951	42%
Assessment roll preparation* ¹	133	666	1,599	42%
Telephone	15	75	179	42%
Postage & reproduction	21	91	255	36%
Printing & binding	77	387	928	42%
Legal notices and communications	-	93	212	44%
Office supplies	89	191	141	135%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* ¹	-	9,612	9,551	101%
Miscellaneous (bank fees)	78	301	1,273	24%
Total administration services	<u>3,302</u>	<u>21,100</u>	<u>49,689</u>	42%
Field management fees				
Other contractual	594	2,970	7,129	42%
Total field management	<u>594</u>	<u>2,970</u>	<u>7,129</u>	42%
Water management				
NPDES program	67	67	597	11%
Other contractual services: lakes	2,726	11,345	34,024	33%
Other contractual services: wetlands	-	3,985	7,163	56%
Other contractual service: culverts/drains	137	1,182	7,163	17%
Other contractual services: lake health	-	5	1,194	0%
Aquascaping* ¹	-	-	3,582	0%
Capital outlay	-	-	1,791	0%
Repairs and maintenance (aerators)	-	72	1,791	4%
Total water management	<u>2,930</u>	<u>16,656</u>	<u>57,305</u>	29%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Street lighting				
Personnel services	-	2,491	-	N/A
Electricity	-	4,081	9,053	45%
Contractual services-lightpole	-	1,629	7,544	22%
Total street lighting	<u>-</u>	<u>8,201</u>	<u>16,597</u>	49%
Landscape services				
Supervisor	881	4,996	20,935	24%
Personnel services	15,188	79,585	207,460	38%
Capital outlay	-	7,850	11,316	69%
Fuel	-	3,667	4,715	78%
Repairs and maintenance (parts)	1,510	4,008	7,544	53%
Insurance* ¹	-	4,257	3,170	134%
Minor operating equipment	200	1,785	3,772	47%
Horticulture dumpster	679	6,111	7,544	81%
Employee uniforms	230	2,077	6,412	32%
Chemicals	414	6,108	10,939	56%
Flower program* ²	-	10,871	24,518	44%
Mulch program* ²	-	12,340	15,654	79%
Plant replacement program* ²	299	1,648	7,544	22%
Other contractual - tree trimming* ¹	-	198	2,388	8%
Other contractual - horticulturalist	-	-	377	0%
Other contractual - training	16	106	283	37%
Maintenance tracking software	527	527	3,772	14%
Unbudgeted contractual services	-	15,317	15,465	99%
Fountain maintenance	715	2,547	1,886	135%
Office operations	333	1,971	4,338	45%
Monument maintenance	-	133	2,829	5%
Total landscape services	<u>20,992</u>	<u>166,102</u>	<u>362,861</u>	46%
Roadway services				
Personnel	100	463	1,612	29%
Repairs and maintenance - parts	-	146	1,194	12%
Insurance	-	467	358	130%
Total roadway services	<u>100</u>	<u>1,076</u>	<u>3,164</u>	34%
Parks & recreation				
Utilities	31	154	420	37%
Operating supplies	-	13	40	33%
Total parks and recreation	<u>31</u>	<u>167</u>	<u>460</u>	36%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 101
FOR THE PERIOD ENDED FEBRUARY 29, 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>27,949</u>	<u>216,293</u>	<u>497,564</u>	43%
Excess/(deficiency) of revenues over/(under) expenditures	(27,947)	232,094	2	
Fund balances - beginning	646,427	386,386	440,974	
Fund balances - ending	<u>\$ 618,480</u>	<u>\$ 618,480</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
FEBRUARY 29, 2024**

	Bay Creek Enterprise Fund 451
ASSETS	
Current assets:	
Cash	
SunTrust	\$ 41,440
Bank United ICS	8,000
Bank United MM	2,000
Due from Bayside general fund 001	1,112
Due from Bay Creek general fund 101	2,185
Accounts receivable (clearing fund)	47,053
WC deposit	35
Total current assets	<u>101,825</u>
Noncurrent assets:	
Capital assets	
Property, plant and equipment	24,570
Irrigation system	596,951
Less accumulated depreciation	<u>(564,153)</u>
Total capital assets, net of accumulated depreciation	<u>57,368</u>
Total noncurrent assets	<u>57,368</u>
Total assets	<u>159,193</u>
LIABILITIES	
Current Liabilities:	
Unearned revenue	8,430
Customer deposits	12,188
Due to Bayside enterprise fund 401	<u>87,926</u>
Total current liabilities	<u>108,544</u>
NET POSITION	
Net investment in capital assets	57,368
Unrestricted	<u>(6,719)</u>
Total net position	<u>\$ 50,649</u>

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED FEBRUARY 29, 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	\$ -	\$ 75,873	\$ 81,386	93%
Irrigation	8,745	67,401	259,000	26%
Total operating revenues	<u>8,745</u>	<u>143,274</u>	<u>340,386</u>	42%
Operating expenses				
Administrative services				
Supervisors	269	807	3,230	25%
Engineering	470	820	1,250	66%
Legal	7	136	1,500	9%
Audit	-	-	2,500	0%
Management	349	1,743	4,183	42%
Accounting & payroll	117	583	1,400	42%
Computer services	35	175	420	42%
Utility billing	1,920	4,800	8,375	57%
Telephone	6	32	78	41%
Postage & reproduction	9	40	113	35%
Printing and binding	34	171	410	42%
Legal notices and communications	-	41	94	44%
Office supplies	39	84	63	133%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* ¹	-	3,204	3,170	101%
Miscellaneous	21	84	563	15%
Total administrative services	<u>3,276</u>	<u>12,755</u>	<u>27,408</u>	47%
Field management services				
Other contractual services	263	1,313	3,150	42%
Total field management services	<u>263</u>	<u>1,313</u>	<u>3,150</u>	42%
Water management services				
NPDES program	51	51	459	11%
Other contractual services: lakes	2,095	8,719	26,149	33%
Other contractual services: wetlands	-	3,063	5,505	56%
Other contractual services: culverts/drains	106	908	5,505	16%
Other contractual services: lake health	-	4	918	0%
Aquascaping* ¹	-	-	2,753	0%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	-	55	1,376	4%
Total water management services	<u>2,252</u>	<u>12,800</u>	<u>44,041</u>	29%

**BAY CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
ENTERPRISE FUND 451
FOR THE PERIOD ENDED FEBRUARY 29, 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	37	181	1,239	15%
Repairs and maintenance - parts	-	112	918	12%
Insurance	5	464	750	62%
Total irrigation supply services	<u>42</u>	<u>757</u>	<u>2,907</u>	<u>26%</u>
Irrigation supply services				
Personnel	826	4,510	18,500	24%
Reclaimed water	10,329	40,915	75,646	54%
Repairs and maintenance - parts	97	3,097	6,250	50%
Insurance* ¹	-	4,021	3,125	129%
Meter costs	294	1,604	1,875	86%
Other contractual services	-	946	2,250	42%
Electricity	-	7,855	23,750	33%
Pumps & machinery	-	4,570	18,750	24%
Depreciation	1,250	6,250	15,000	42%
Total irrigation supply services	<u>12,796</u>	<u>73,768</u>	<u>165,146</u>	<u>45%</u>
Total operating expenses	<u>18,629</u>	<u>101,393</u>	<u>244,487</u>	<u>41%</u>
Operating income/(loss)	(9,884)	41,881	95,899	
Nonoperating revenues/(expenses)				
Interest income	-	2	125	2%
Miscellaneous income	-	-	10,000	0%
Total nonoperating revenues	<u>-</u>	<u>2</u>	<u>10,125</u>	<u>0%</u>
Change in net position	(9,884)	41,883	106,024	
Total net position - beginning	60,533	8,766	13,533	
Total net position - ending	<u>\$ 50,649</u>	<u>\$ 50,649</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 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 were able to participate via Zoom, at <https://us02web.zoom.us/j/84137772934>, and via conference call at 1-929-205-6099, Meeting ID: 841 3777 2934 for both.

Present for Bayside Improvement CDD:

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

Present for Bay Creek CDD:

James Janek	Chair
Jerry Addison	Assistant Secretary
Gary Durney	Assistant Secretary
Mary McVay	Assistant Secretary

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic	District Counsel, Bayside Improvement CDD
Frank Savage (via phone/Zoom)	District Engineer
Paul Kemp	Field Manager
Andy Nott	Superior Waterway
Mike Radford (via phone/Zoom)	M.R.I. Underwater Specialists, Inc.
Ellen Dennis	Resident
Bruce Turner	Resident
Marcia Gunther	Resident
Cheryl Hughes	Resident

FIRST ORDER OF BUSINESS

Call to Order/Phone Silent Mode/Pledge of Allegiance

Mr. Janek called the meeting to order at 2:00 p.m. The Pledge of Allegiance was recited.

45

46 **SECOND ORDER OF BUSINESS**

Roll Call

47

48 For Bay Creek CDD, Supervisors Addison, Durney, McVay and Janek were present.

49 Supervisor Travers was not present. For Bayside Improvement CDD, all Supervisors were present.

50

51 **THIRD ORDER OF BUSINESS**

Public Comments: Agenda Items

52

53 No members of the public spoke.

54

55 **JOINT BUSINESS ITEMS**

56 **FOURTH ORDER OF BUSINESS**

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

57

58

59 Mr. Savage had nothing new to report.

60

61 **FIFTH ORDER OF BUSINESS**

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

62

63

64

65 Mr. Nott will send the Lake Report and recent Aeration Survey Report to Mrs. Adams.

66

67 **SIXTH ORDER OF BUSINESS**

Space Optimization Overview Presentation

68

69 Mr. Nicholson believes there is a general acceptance by Lee County to the CDDs’ proposed
70 plans, subject to submitting all the documents and plans to them. Board Members commented
71 on the Summary of the Scope of the Space Constraint Project and Scope for Deferred
72 Maintenance that were prepared by Mr. Adams and included in the agenda. Mr. Nicholson stated
73 the next step is for W.J. Johnson & Associates to provide an Engineering proposal and decide
74 when to bid the project.

75 Asked where the sources of funds would originate, Mr. Adams stated that the options are
76 to utilize surplus fund balance or consider obtaining a five-year note or loan.

77 Mr. McCarthy stated that he attended the meeting with the County and noted certain
78 items missing from the Report, such as the County requiring submittal of a zoning amendment
79 and zoning application before applying for a Development Order, which will extend the project
80 timeline. He noted a comment was made that the landscaping is out of compliance. Board

81 Members concurred with Mr. Nicholson about addressing deferred maintenance first and
82 provided several points of view about the scope, suggestions moving forward, decluttering the
83 site, power washing and painting the structure and defining items where in-house Staff or outside
84 firms would be used, before proceeding with constructing the building.

85 Mr. Urbancic expressed concern about exceeding the competitive selection threshold
86 that would require going out to bid. Mr. Adams stated this is not an issue since there are two
87 different disciplines.

88 To avoid similar issues in the future, Mr. Durney asked Mr. Kemp to prepare a list of
89 resources/work that he can do initially and what resources he will need on an ongoing basis.

90

On MOTION for Bayside by Mr. Nicholson and seconded by Mr. Cramer, with all in favor, obtaining a quote from W.J. Johnson & Associates for the entire scope of services, broken down into three proposals, including one for restoration, one for space optimization and one for the zoning permit, was approved.

95

On MOTION for Bay Creek by Ms. McVay and seconded by Mr. Addison, with all in favor, obtaining a quote from W.J. Johnson & Associates for the entire scope of services, broken down into three proposals, including one for restoration, one for space optimization and one for the zoning permit, was approved.

96

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101

SEVENTH ORDER OF BUSINESS

Continued Discussion: Cane Toad Control Proposals

102

103

104

A. Pesky Varmints, LLC Estimate #1911 for Cane Toad Control

106

B. Southern Trappers

107

This item was presented following the Eleventh Order of Business.

108

EIGHTH ORDER OF BUSINESS

Consideration of Bentley Electric Co of Naples, FL, Inc. Proposal to Retrofit Streetlights

110

111

112

113

114 Ms. Gravenhorst provided photographs of the lights and stated that The Colony will not
115 choose a color until their March meeting. Mr. McCarthy stated that the CDDs do not have a
116 specific standard on color and noted The Ridge incurred the cost to change the color of the lights.
117 Mr. McCarthy stated that he has a problem with incurring this expense simply because someone
wants a different color.

118 Discussion ensued regarding the cost to retrofit the streetlights for color consistency,
119 confirmation from Bentley that the quote is for “warm yellow” bulbs and coding the invoice to
120 The Colony’s General Fund 002.

121 This item was deferred until feedback is received from The Colony HOA regarding the
122 color.

123

124 **NINTH ORDER OF BUSINESS**

**Consideration of Aquatic Pool Repair, Inc.
Estimate #596 to Replace Lights at the
Colony South Gate Fountain**

125

126

127

128 Mr. Kemp stated that he received an official proposal, which is the same amount as the
129 Estimate in the agenda.

130

131 **On MOTION for Bayside by Ms. Gravenhorst and seconded by Mr. Cramer, with**
132 **all in favor, the Aquatic Pool Repair, Inc., proposal to replace lights at the Colony**
133 **South Gate Fountain, in the amount of \$8,080, was approved.**

134

135 **On MOTION for Bay Creek by Mr. Addison and seconded by Mr. Durney, with all**
136 **in favor, the Aquatic Pool Repair, Inc., proposal to replace lights at the Colony**
137 **South Gate Fountain, in the amount of \$8,080, was approved.**

138

139

140 **TENTH ORDER OF BUSINESS**

**Consideration of Superior Waterway
Services, Inc. Fountain Management
Agreement**

141

142

143

144 Mr. Kemp presented the Superior Waterway Services, Inc. Fountain Management
145 Agreement. Mrs. Adams will include him on the agenda distribution list.

146

147 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery,**
148 **with all in favor, the Superior Waterway Services, Inc. Fountain Management**
149 **Agreement to maintain four fountains on a bi-monthly basis, in the amount of**
150 **\$5,250, was approved.**

151

152 **On MOTION for Bay Creek by Mr. Addison and seconded by Mr. Durney, with all**
153 **in favor, the Superior Waterway Services, Inc. Fountain Management**
154 **Agreement, to maintain four fountains on a bi-monthly basis, in the amount of**
155 **\$5,250, was approved.**

156

157

158 ELEVENTH ORDER OF BUSINESS

Discussion/Consideration of Proposals to
159 Resolve Storm Drain Issue at 24001 Addison
160 Place Ct

161
162 **A. MRI Underwater Specialists, Inc. Inspection Report**

163 Mr. Radford presented the Inspection Report, video of the pipe and accompanying
164 proposals. He reviewed the scope for both options and, after comparing the costs, he
165 recommended lining 205’ of pipe, as it is a permanent fix and carries a 50-year warranty, versus
166 installing bands covering just 30’ to 32’ of pipe that only carries a one-year warranty. The pavers
167 will still need to be repaired.

168 It was noted that another proposal is not necessary, as the amount is within the spending
169 threshold and MRI has been servicing the CDDs for some time.

170 Mr. Radford responded to questions and stated that he can schedule the project two
171 weeks out. Mrs. Adams asked for a revised proposal adding the Bay Creek CDD and a schedule to
172 distribute to the Boards.

173 **B. MRI Inspection, LLC #4483 Band Pipe Installation**

174 **C. MRI Construction, Inc. #114 CIPP UV linear Installation**

175

176 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Gravenhorst,**
177 **with all in favor, MRI Construction Inc. Estimate No 114 to install a CIPP UV liner**
178 **at 24001 Addison Place Court, in the amount of \$43,898, was approved.**

179

180 **On MOTION for Bay Creek by Mr. Janek and seconded by Ms. McVay, with all in**
181 **favor, the MRI Construction Inc. Estimate No 114, to install a CIPP UV liner at**
182 **24001 Addison Place Court, in the amount of \$43,898, was approved.**

183

184

185 **▪ Continued Discussion: Cane Toad Control Proposals**

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

187 **A. Pesky Varmints, LLC Estimate #1911**

188 **B. Southern Trappers**

189 Mrs. Adams stated that she was unable to obtain a second proposal, despite several
190 efforts and confirmation from the President of Southern Trappers last week that one would be
191 sent but it was never received. The Pesky Varmints, LLC proposal is the same one presented at
192 the last meeting.

193 Ms. Gravenhorst noted it is critical to start the project due the upcoming mating season.

194 Discussion ensued regarding confirmation that all parties agree to share the expense,
195 whether the PLCA provided confirmation that it will take on the responsibility of organizing toad
196 reduction, the proposal including the PLCA common grounds and the Golf Course common
197 grounds which differs from the initial proposal presented in April 2023, the potential for a 10%
198 discount if the Golf Course and the PLCA join this endeavor, and having a certain neighborhood
199 group remove tadpoles from a part of the pond partially owned by the CDD.

200

201 **On MOTION for Bayside by Ms. Gravenhorst and seconded by Mr. McCarthy,**
202 **with Ms. Gravenhorst, Mr. McCarthy, Mr. Cramer and Mr. Nicholson in favor and**
203 **Ms. Montgomery dissenting, taking no action until the Cane Toad Removal Plan**
204 **is received from the PLCA that has an umbrella of the scope of services, was**
205 **approved. [Motion passed 4-1]**

206

207 **On MOTION for Bay Creek by Mr. Durney and seconded by Mr. Addison, with all**
208 **in favor, taking no action until a Cane Toad Removal Plan is received from the**
209 **PLCA that has an umbrella of the scope of services, was approved.**

210

211

212 In response to a resident’s request, the CDD Boards agreed to adjust the agenda.

213 **▪ Public Comments: Non-Agenda Items**

214 **This item, previously the Twenty-First Order of Business, was presented out of order.**

215 Resident Bruce Turner asked if Board approval is needed for Cypress Island to replace a
216 rotten wooden guard rail on its bridge. It was noted that CDD approval is not necessary. He was
217 told to check with Ms. Bruno, of the PLCA, ensure the contract includes obtaining permits and to
218 notify Mr. Kemp when the project is to commence, so Mr. Kemp can make sure CDD property is
219 not damaged.

220 Mr. Turner asked about the outcome of the Water Quality Study a few years ago. It was
221 noted that it is an ongoing discussion topic. Regarding a comment that landscapers are not
222 following fertilization protocol, it was noted that the CDDs follow Lee County’s fertilizer
223 ordinances. Mr. Turner asked if the CDDs are treating the blue-green granules on the mud flaps
224 and stated that he will email the information and photographs to Mr. Kemp.

225 Long Lake Village Resident Marcia Gunther noted that the HOA spent \$92,000 rewiring
226 the sprinkler system, which depleted the HOA’s reserves. She asked the Board to consider
227 funding installation of a master filter that will prevent debris from entering the neighborhood.
228 Mr. Kemp stated that the irrigation contractor proposed installing a valve on the main line to

229 determine if they can isolate Long Lake Village with one valve. Several Board Members agreed
230 to this idea. Mr. Adams saw no issue with approving installation of the valve; he will work with
231 Mr. Cox on this matter.

232

233 **TWELFTH ORDER OF BUSINESS**

Continued Discussion: Irrigation Water Usage Compliance and Conservation

234

235

236 Mr. Adams stated that the monthly bills will include the notice explaining water usage
237 beginning in March.

238 Discussion ensued regarding the ability to install a pump station to obtain supplemental
239 water from the reclaimed water utility.

240

241 **THIRTEENTH ORDER OF BUSINESS**

Committee Reports

242

243 **A. PLCA Landscape Committee**

244 PLCA Landscape Committee Chair Cheryl Hughes provided updates of various projects. A
245 meeting is scheduled Friday to discuss the Landscape Architect’s final proposal before going out
246 to bid. Ms. McVay asked Ms. Hughes to provide a copy of the life span of the various plants to
247 Mr. Kemp. Mr. Kemp discussed the opportunity for the CDDs to supply labor to the PLCA, which
248 will enable the PLCA to do more projects.

249 Mr. Cramer asked for the PLCA Landscape Committee to provide a report to the CDDs. He
250 discussed being involved in a recent issue at the North entrance.

251 **B. Colony Landscape Committee**

252 The Report was included for informational purposes.

253

254 **FOURTEENTH ORDER OF BUSINESS**

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

255

256

257 Mr. Adams distributed and presented the Monthly Year-End Financial Forecast Report.

258

259 **FIFTEENTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial Statements as of January 31, 2024

260

261

262 Mr. Adams presented the Unaudited Financial Statements as of January 31, 2024. He
263 responded to questions about earned interest; reconciling the \$88,000 owed to Bayside CDD by

264 Bay Creek, including interest; and the change in the current and prior Variance Report. Mr.
265 Adams will follow up with BankUnited about the earned interest and research the Variance
266 Report.

267 Staffing projections were discussed.

268 The financials were accepted.

269

SIXTEENTH ORDER OF BUSINESS

Approval of January 22, 2024 Joint Regular Meeting Minutes

270
271
272

On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery, with all in favor, the January 22, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

276

On MOTION for Bay Creek by Ms. McVay and seconded by Mr. Addison, with all in favor, the January 22, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

277
278
279

280

281

SEVENTEENTH ORDER OF BUSINESS

Action/Agenda Items

282

283 This item was not addressed.

284
285

EIGHTEENTH ORDER OF BUSINESS

Old Business

286

287 There was no old business.

288
289

NINETEENTH ORDER OF BUSINESS

Staff Reports

290

A. District Counsel

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

293 Mr. Urbancic reminded the Board Members to complete the required four-hours of ethics
294 training before the end of 2024. Any legislative updates or changes that impacts the CDDs will be
295 provided once the legislative session ends on March 9, 2024.

296 Regarding ethics training courses, Mr. Adams will email information upon receipt from
297 Mr. Urbancic; information can also be found on the Commission on Ethics website. Board
298 Members should expect an email from the Commission on Ethics to register before electronically
299 filing Form 1 with the Commission on Ethics, instead of with the local Supervisor of Elections.
300

301 **II. Daniel Cox, Esq.**

302 Mr. Cox was not present.

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

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

305 The Monthly Report was included for informational purposes.

306 **II. NEXT MEETING DATE: March 25, 2024 at 2:00 PM**

307 **o QUORUM CHECK**

308 All Supervisors confirmed their attendance at the March 25, 2024 meeting.

309

310 **TWENTIETH ORDER OF BUSINESS**

Supervisors' Requests

311

312 Ms. Montgomery recalled the Florida Gulf Cost Water School Presentation on February 9,
313 2024 that showed a direct link in how water quality affects seagrass growth, which affects the
314 manatees; she thinks the presentation was very effective with the residents. She suggested the
315 PLCA invite them to give the same presentation and for the CDDs to include "Discussion of Water
316 Quality and the Task Force" as an agenda item.

317 Mr. Cramer suggested, and the Boards agreed to invite Ms. Lauren Craig, of Hot Wire, to
318 give a presentation and for the CDDs to broadcast information in the community, similar to the
319 Pelican Landing program.

320 Mr. Cramer stated that the PLCA plans to do sidewalk repairs on Gold Crest and thinks the
321 PLCA needs to work together with the CDDs, as a team, to ensure PLCA projects do not damage
322 CDD property. Mr. Adams will contact Heather.

323 Mr. Durney asked Mr. Adams to provide the Boards with information about the
324 inconsistencies in the Financial Reports.

325

326 **TWENTY-FIRST ORDER OF BUSINESS**

Public Comments: Non-Agenda Items

327

328 This item was presented following the Eleventh Order of Business.

329

330 **TWENTY-SECOND ORDER OF BUSINESS**

Adjournment

331

332 There being nothing further to discuss, the meeting adjourned at 4:25 p.m.

333 **FOR BAYSIDE IMPROVEMENT:**

334

335

336

337 _____

338 Secretary/Assistant Secretary

Chair/Vice Chair

339

340 **FOR BAY CREEK:**

341

342

343

344 _____

345 Secretary/Assistant Secretary

Chair/Vice Chair

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

**ACTION/AGENDA
ITEMS**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – NEW at 02.26.24 MEETING

1. Mr. Nott: Send the Lake Report and completed Aeration Survey Report to Mrs. Adams. **COMPLETED After 02.26.24 Mtg**
2. Mr. Kemp: Prepare list of resources that can be done for Scope of Space Constraint Project & Scope for Deferred Maintenance, initially and what resources will be needed on an ongoing basis. **ONGOING**
3. Staff: Obtain quote from W.J. Johnson & Assoc. for entire scope of services broken down into three proposals, restoration, space optimization and zoning permit. **ONGOING**
4. Mrs. Adams: Add Mr. Kemp to agenda distribution list. **COMPLETED After 02.26.24 Mtg**
5. Mr. Kemp: Obtain proposal to repair pavers once MRI completes work at 24001 Addison Place Court. **ONGOING**
6. MRI: Provide Mrs. Adams a revised proposal for 24001 Addison Place Court project and project schedule for BOS. **ONGOING**
7. PLCA: Submit a Cane Toad Removal Plan that has an umbrella of the scope of services, before the CDDs will consider the Pesky Varmints proposal. **ONGOING**
8. Mr. Adams: Work with Mr. Cox regarding the CDD installing a valve on Long Lake Village's main irrigation line. **ONGOING**
9. Ms. Hughes: Provide Mr. Kemp life span of the PLCA's various plants. **ONGOING**
10. Mr. Adams: Follow-up with Bank United on status of earned interest. **ONGOING**
11. Mr. Urbancic: Email ethics training info to Mr. Adams for BOS. **COMPLETED After 02.26.24 Mtg**
12. Mrs. Adams: Include "Discussion of Water Quality and Task Force" as an agenda item. **ONGOING**
13. Mr. Adams: Discuss w Heather PLCA working as a team during projects. **ONGOING**
14. Mr. Adams: Invite Ms. Lauren Craig from Hotwire to make presentation at next meeting on broadcasting CDD info. **ONGOING**
15. Mr. Adams: Provide the Boards information on the inconsistencies in the Financial Reports. **ONGOING**

BAYSIDE IMPROVEMENT & BAY CREEK CDDs
ACTION/AGENDA ITEMS
ACTIVE / ONGOING – CARRY OVER FROM 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. **COMPLETED After 02.26.24 Mtg**

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. **02.26.24** Research interest owed to Bayside and reason for changes in the current and prior Variance Report **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 – CARRIED OVER OLDER THAN 12.04.23

1. Mr. Adams: Staff to assist Long Lake Village with LLV's irrigation & proposal to install whole neighborhood filter. **01.22.24**: Process was started w/ Engineering Staff; progress is at standstill, but search will continue but The Village was constructed in 1994, before construction drawings were digitally preserved. **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. **COMPLETED After 02.26.24 Mtg**
4. Staff: Remove treated vines visible when entering the southern gate, towards The Nest. **COMPLETED After 02.26.24 Mtg**
5. Mr. Adams: Research charging interest if, BI loan to BC is not paid before FY24. **ONGOING**
6. Mr. Kayne: Advise Mr. Barraco to amend DO letter to include add'l language under Stipulation #4. **10.23.23** Mr. Adams: Request status from Mr. Barraco on. **ONGOING**
7. Mr. Adams: Contact Tax Collector's office to ascertain the number of accounts that have not paid assessments and email to the CDD Boards. **ONGOING**
8. Mr. Adams: Review horticulturist dumpster invoice & bill the PLCA accordingly. **ONGOING**
9. Mr. Adams: Have Acct reconcile charges applied to "Other contractual-tree trimming" line item that belong to "Unbudgeted contractual services" budget line item. **ONGOING**
10. Mr. Adams: Email WCI/PLCA Quit Claim Deed to Mr. Urbancic to review. **ONGOING**
11. Mr. Kayne: Ask M&N for construction schedule. Monitor progress & report it to BOS and Staff. **06.26.23** Mr. Adams: Ask Mr. Barraco for construction schedule. **COMPLETED After 02.26.24 Mtg**
12. Mr. Adams: Update Pg 18 budget description how "Utility billing" is calculated. **ONGOING**
13. Mr. Adams: Prep MOU-residents maintaining behind McPhail & 2 other homes. **ONGOING**
14. 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**

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

- 15.** Mr. Adams: Prep spreadsheet depicting items in General Ledger that the CDDs maintain but another entity owns and send to Ms. Gravenhorst. **ONGOING**

- 16.** Staff: Recreate PLCA / CDD list of “Who Owns What” **ONGOING**

- 17.** 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**

- 18.** BOS: Notify Mr. Adams if attending non-CDD meetings. **ONGOING**

- 19.** 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**

- 20.** 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
COMPLETED ITEMS – RECENT TO OLDEST

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**

**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 - 3/11/2024
Date: Monday, March 11, 2024 7:34:53 AM
Attachments: [Phase2_21.pdf](#)
[Landing_202402.pdf](#)
[Emergent_20240308.pdf](#)
[Colony_202402.pdf](#)
[Application_202402.pdf](#)

Landscape:

Annuals are going in as I write this report. We are beginning to consider hard cuts in some areas like the Waterside Entry and the back of Bay Cedar. Returning to weekly mowing soon. Now that winter is over and irrigation water levels are stable, we will begin to replace sod and plants in many deficient areas. Mr. Jacobson at 3699 Olde Cottage Lane has expressed his displeasure at the state of The Cottages owned Viburnum hedge next to his house. They are old, very tall and have become tree-like. They are very woody close to the bottom, offering little in terms of buffering. This southernmost hedge along Nest drive has been rightfully ignored by the CDD over the years because it belongs to The Cottages. Evidently it has also been ignored by The Cottages. My people did make some cuts on this Viburnum by mistake when we were in the area trimming PLCA shrubbery, but Mr. Jacobson has a warped sense of what transpired. He has been persistently petitioning the PLCA to replant the whole area with mature shrubs. We did identify a row of missing cocoplums just north of the Viburnum hedge on PLCA property and we planted sixteen new 4' tall cocoplums. Mr. Jacobson was unfazed.

Irrigation:

Irrigation water levels remain stable and we have returned to the Phase Two Pumps Schedule.

The Isolation test at Longlake Village was a failure. It was revealed that the 3" main that enters the community does not terminate in the community. Instead it continues eastbound across Walden Center Drive to serve the Community Center, and it continues southbound, serving 6 valves irrigating the north side of Pelican Landing Parkway. Because of these two conditions, this project stops here. We cannot have PLCA properties affected or encumbered by installations made at the HOA level of the irrigation system.

Phase TWO Pumps Schedule:

Off - Sunday 10am until Tuesday at 6am

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

Application Landing					
Upcoming Jobs					
Name	Crew	Task	Created	Actual	Team
Pennyroyal berm	1	Application	2024-03-04	0	0
			2024-03-04	0	0
In Progress Jobs					
Name	Crew	Task	Created	Actual	Team
Community center	1	Hand Weeding	2024-03-05	5.53	5.53
Sweeping	1	Cleanup	2024-03-07	9.14	9.14
			2024-03-05 to 2024-03-07	14.67	14.67
Completed Jobs					
Name	Crew	Task	Created	Actual	Team
Dog station/trash	1	Cleanup	2024-02-12	6.44	6.44
Circle community center	1	Application	2024-02-13	0	0
Walden center drive berm	1	Application	2024-02-14	4.87	4.87
Pelican nest	1	Weeds	2024-02-14	3.69	3.69
Dog stations/trahs	1	Cleanup	2024-02-14	1.53	1.53
Us 41 rock features	1	Weeds	2024-02-13	3.32	3.32
Community center	1	Application	2024-02-15	0	0
Bougainvillea	1	Application	2024-02-15	2.13	2.13
Crotons	1	Application	2024-02-15	2.65	2.65
Sweeping	1	Cleanup	2024-02-15	11.19	11.19
Dog stations/trash	1	Cleanup	2024-02-19	2.08	2.08
Pelican Nest	1	Application	2024-02-14	4.14	4.14
Crack and crevice	1	Application	2024-02-15	2.8	2.8

The colony annuals	1	Application	2024-02-20	2.47	2.47
Pelican landing annuals	1	Application	2024-02-20	1.39	1.39
Turf waterside	1	Application	2024-02-20	1.17	1.17
Turf on medians	1	Application	2024-02-20	2.43	2.43
Walden center drive berm	1	Weeds	2024-02-20	8.29	8.29
Pelican landing pkwy	1	Weeds	2024-02-21	7.33	7.33
Broadleaf	1	Application	2024-02-21	8.5	8.5
Dog stations/trash	1	Cleanup	2024-02-21	16.27	16.27
Sweeping	1	Cleanup	2024-02-22	8.72	8.72
Sweeping	1	Cleanup	2024-02-23	3.52	3.52
Dog stations/ trash	1	Cleanup	2024-02-26	2.09	2.09
Coconut rd	1	Weeds	2024-02-19	4.39	4.39
Burnt pine dr	1	Weeds	2024-02-27	1.29	1.29
Spraying bougainvilleas	1	Application	2024-02-26	8.46	8.46
Pennyroyal dr	1	Weeds	2024-02-26	12.41	12.41
Goldcrest/pelican colony Blvd	1	Application	2024-02-28	5.68	5.68
Sweeping	1	Cleanup	2024-02-27	12.93	12.93
Dog stations/ trash	1	Cleanup	2024-03-04	1.56	1.56
Ficus	1	Application	2024-03-04	7.81	7.81
Tennis courts	1	Weeds	2024-02-26	10.32	10.32
Ficus	2	Application	2024-03-05	47.76	95.52
Turf center medians	1	Application	2024-03-07	8.59	8.59
			2024-02-12 to 2024-03-07	228.22	275.98

Updates			
Item Name	User	Created At	Update Content
Us 41 rock features	Clara Alonso	13/February/2024 07:12:03 AM	Non selective
Walden center drive berm	Jorge Montoya	14/February/2024 07:43:22 AM	Turf brown patches
Walden center drive berm	Jorge Montoya	14/February/2024 07:43:23 AM	Turf brown patches
Walden center drive berm	Jorge Montoya	14/February/2024 08:39:32 AM	Pelican landing Pkwy turf brown patch
Walden center drive berm	Jorge Montoya	14/February/2024 09:01:35 AM	Pelican nest turf brown patch
Walden center drive berm	Jorge Montoya	14/February/2024 10:11:59 AM	Greenview dr turf brown patch
Walden center drive berm	Jorge Montoya	14/February/2024 12:35:36 PM	Lakemont golf xing turf brown patch
Pelican Nest	Miguel Solis	14/February/2024 10:36:45 AM	Non-selective
Pelican nest	Clara Alonso	14/February/2024 11:03:59 AM	Non selective
Bougainvillea	Jorge Montoya	15/February/2024 10:26:22 AM	Spraying for aphids thrips
Community center	Jorge Montoya	15/February/2024 10:25:49 AM	Sprayed foliage
Crotons	Jorge Montoya	15/February/2024 10:27:11 AM	Mealybugs and iron
Crack and crevice	Jorge Montoya	15/February/2024 01:06:58 PM	Non selective
Dog stations/trash	Clara Alonso	19/February/2024 11:36:47 AM	Non selective
Coconut rd	Clara Alonso	19/February/2024 11:38:05 AM	Non selective
The colony annuals	Jorge Montoya	20/February/2024 07:19:49 AM	Insecticide and fungicide
Pelican landing annuals	Jorge Montoya	20/February/2024 07:19:59 AM	Insecticide and fungicide
Walden center drive berm	Clara Alonso	20/February/2024 07:40:17 AM	Non selective
Turf on medians	Jorge Montoya	20/February/2024 11:14:05 AM	Spraying for brown patch
Turf on medians	Jorge Montoya	20/February/2024 11:14:30 AM	Pelican nest dr

Turf on medians	Jorge Montoya	20/February/2024 11:37:50 AM	Pelican landing parkway
Turf on medians	Jorge Montoya	20/February/2024 11:45:40 AM	Pelican landing and pennyroyal
Turf on medians	Jorge Montoya	20/February/2024 01:05:35 PM	Pelican colony Blvd
Turf waterside	Jorge Montoya	20/February/2024 01:09:18 PM	Brown patch
Broadleaf	Jorge Montoya	21/February/2024 07:17:54 AM	Selective
Pelican landing pkwy	Clara Alonso	21/February/2024 07:35:34 AM	Non selective
Spraying bougainvilleas	Jorge Montoya	26/February/2024 07:22:43 AM	Insecticide and liquid fertilizer
Tennis courts	Clara Alonso	26/February/2024 09:53:15 AM	Non selective
Pennyroyal dr	Clara Alonso	26/February/2024 10:09:10 AM	Non selective
Burnt pine dr	Clara Alonso	27/February/2024 08:03:36 AM	Non selective
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 07:02:48 AM	Spraying foliage fungicide and iron
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 08:46:22 AM	Baycedar
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 09:36:07 AM	Greenview dr
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 10:26:40 AM	Pinewater
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 10:44:13 AM	Pelican nest
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 10:44:34 AM	Bay creek
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 10:57:59 AM	Black rush
Goldcrest/pelican colony Blvd	Jorge Montoya	28/February/2024 10:58:00 AM	Black rush
Pennyroyal berm	Jorge Montoya	28/February/2024 02:45:29 PM	Spraying foliage
Ficus	Jorge Montoya	04/March/2024 08:03:08 AM	Baycedar whitefly systemic insecticide and iron
Ficus	Jorge Montoya	04/March/2024 03:53:16 PM	Greenview dr whitefly spraying systemic insecticide and iron
Community center	Clara Alonso	05/March/2024 10:30:20 AM	Non selective

Turf center medians	Jorge Montoya	07/March/2024 07:09:16 AM	Fungicide and insecticide iron
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Colony Operations					
In Progress Jobs					
Name	Created	Task	Crew	Actual	Team
Trimming	2024-02-22	Trimming	6	53.37	320.22
Trimming royal palm	2024-03-05	Trimming	2	26.64	53.28
2024-02-22 to 2024-03-05				80.01	373.5
Completed Jobs					
Name	Created	Task	Crew	Actual	Team
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
Pine straw	2024-02-07	Cleanup	5	21.22	106.1
Cleanup debris	2024-02-05	Cleanup	1	10.79	10.79
Mowing St Augustine	2024-02-12	Mowing	6	7.01	42.06
Trimming Fire Bush	2024-02-12	Trimming	1	1.64	1.64
Canoe park	2/13/24	Cleanup	6	8.92	53.52
North Gate House	2024-02-14	Cleanup	1	0.73	0.73
Cleanup debris	2024-02-12	Cleanup	1	11.8	11.8
Mowing Bermuda	2024-02-19	Mowing	6	8.75	52.5
Cleanup trimming	2024-02-13	Cleanup	6	39.76	238.56
Cleanup Debris	2024-02-19	Cleanup	1	6.7	6.7
Trimming north entry	2024-02-22	Trimming	6	8.46	50.76
Bellagio post	2024-02-23	Trimming	1	0	0
Cleanup debris	2024-02-26	Cleanup	1	3.33	3.33
Application	2024-02-21	Application	1	119.44	119.44
Mowing Bermuda	2024-03-04	Mowing	6	8.94	53.64
2024-01-29 to 2024-03-04				317.67	994.2

Updates			
Item Name	User	Created At	Update Content
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	florencia
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.
Canoe park	Paul Kemp	16/February/2024 10:25:23 AM	Cleaning behind the wall
North Gate House	Paul Kemp	14/February/2024 03:30:51 PM	Please make these dead bougainvilleas disappear.
Application	Paul Kemp	23/February/2024 10:28:03 AM	non-selective
Bellagio post	Paul Kemp	23/February/2024 06:40:28 AM	There is a light obscured by the bushes. Please expose the light so it can shine on the post.
Trimming royal palm	Pedro Vargas	05/March/2024 04:10:06 PM	52
Trimming royal palm	Pedro Vargas	06/March/2024 04:01:33 PM	47
Trimming royal palm	Pedro Vargas	07/March/2024 03:58:10 PM	70

Emergent					
New Requests					
Name	Info	Type	Assign	Vendor	Days Since
Candleberry Court	Please note that the juniper shrubs at the end of the cul-de-sac are brown & dying. These shrubs are directly adjacent to our home at 3530 Candleberry Court. We request these shrubs be removed. Thank you for your consideration. Laura & Jerry Meers (614-783-4724)	Landscape	The Landing	N/A	3
In Progress Requests					
Name	Info	Type	Assign	Vendor	Days Since
24001 Addison Place Ct	The roadway is sinking in front of the drainage on the street as per the phone call. HOA reported that it is becoming deeper.	Storm Drains	Vendor	MRI	125
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	41
25060 Banbridge	Privacy hedge along Nest Drive sidewalk needs to be replaced.	Landscape	The Landing	N/A	265
3790 Bay Creek Dr.	Street light to the left of the home is out.	Lighting	Vendor	Bentley	10
23660 Peppermill	streetlight is out	Lighting	Vendor	Bentley	9
Goldcrest Circle	Street light out south of Bay Cedar	Lighting	Vendor	Bentley	8
Canoe Park lot	Streetlight is out	Lighting	Vendor	Bentley	8
25170 Pennyroyal	Streetlight is out	Lighting	Vendor	Bentley	8
West of Waterside	Streetlight is out	Lighting	Vendor	Bentley	7
23680 Peppermill	Streetlight is out	Lighting	Vendor	Bentley	7

23660 Peppermill	Streetlight is out	Lighting	Vendor	Bentley	7
3624 Glenwater	Streetlight is out	Lighting	Vendor	Bentley	7
23651 Waterside Dr	Streetlight is out	Lighting	Vendor	Bentley	7
Waterside entry	Uplight out in median	Lighting	Vendor	Bentley	7
Parkway Monument	Uplight is broken, dim, and flickering.	Lighting	Vendor	Bentley	7
Nest Golf Club	Streetlight cycling across from entry	Lighting	Vendor	Bentley	7
24981 Bay Cedar	Streetlight is out	Lighting	Vendor	Bentley	7
West of Merano	Streetlight is out	Lighting	Vendor	Bentley	7
Bellagio	Center median monument light is out.	Lighting	Vendor	Bentley	7
Tuscany circle	Uplight on one palm is broken.	Lighting	Vendor	Bentley	6
Across from Messina	Streetlight is cycling.	Lighting	Vendor	Bentley	6
24880 Wax Myrtle	Streetlight is out.	Lighting	Vendor	Bentley	6
3741 Lakemont	Streetlight is very dim.	Lighting	Vendor	Bentley	6
Spring Creek Circle	Light out on top of the pergola.	Lighting	Vendor	Bentley	6
Greenview drive	Streetlight is very dim.	Lighting	Vendor	Bentley	6
Pelican's Nest gate	Two streetlights out outside the gate.	Lighting	Vendor	Bentley	6
Colony north gate	Streetlight out near exit gate	Lighting	Vendor	Bentley	4
Bellagio fountain	Submersible light is out on entry side	Lighting	Vendor	Bentley	4
Colony South Gate circle	One broken Uplight on Royal Palm	Lighting	Vendor	Bentley	4
Completed Requests					
Name	Info	Type	Assign	Vendor	Days Since
24708 HOLLYBRIER	METER CLOGGED, PLEASE ADVISE ONCE COMPLETED.	Irrigation	Irrigation	N/A	15
Capri sight lines	Resident called about sight lines entering Goldcrest Drive at both ends.	Landscape	The Landing	N/A	9
23641 Waterside	Water pressure is very low and needs to be flushed.	Irrigation	Irrigation	N/A	7
23860 SANCTUARY	METER CLOGGED, PLEASE CLEAN AND ADVISE ONCE COMPLETED.	Irrigation	Irrigation	N/A	7
Colony South Gate Fountain	All the lights are out.	Fountains	Vendor	Aquatic Pool Repair	128

Bay Cedar Corner	Our corner is looking left out. Please do something. There are giant stumps all along the side.	Landscape	N/A	18
24704 HOLLYBRIER	METER CLOGGED, PLEASE ADVISE ONCE CLEANED!	Irrigation	Irrigation	N/A 11

Updates			
Item Name	User	Created At	Update Content
25060 Banbridge	Paul Kemp	16/June/2023 01:06:18 PM	Privacy hedge along Nest Drive sidewalk needs to be replaced.
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	,
24001 Addison Place Ct	Paul Kemp	28/February/2024 08:08:46 AM	Board approved relining proposal.
Addison Place Court streetlights	Paul Kemp	02/February/2024 12:47:02 PM	Need to review budgeting with management.
Addison Place Court streetlights	Paul Kemp	16/February/2024 10:18:51 AM	Collecting proposals.
Bay Cedar Corner	Paul Kemp	20/February/2024 12:49:35 PM	<p>Bay Cedar Corner "Our corner is looking left out. Please do something. There are giant stumps all along the side." Hello,</p> <p>I am not sure to which corner of Bay Cedar you are referring. Could you please share an address?</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>

<p>Bay Cedar Corner</p>	<p>Paul Kemp</p>	<p>23/February/2024 09:51:54 AM</p>	<p>Bay Cedar Corner</p> <p>Debbie, Would;d you like to meet one day next week so we can go over the long-term plans for the landscaping in Bay Cedar?</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p>
<p>23641 Waterside</p>	<p>Paul Kemp</p>	<p>04/March/2024 07:43:26 AM</p>	<p>23641 Waterside</p> <p>Hello, Your meter is scheduled to be serviced this week.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>

Landing Production					
Upcoming Jobs					
Name	Crew	Team	Created	Actual	Team
25060 Banbridge	3	Casco	2024-02-09	0	0
Candleberry Court	3	Casco	2024-03-04	0	0
Central Park	2	Bitia	2024-03-06	0	0
			2024-02-09 to 2024-03-06	0	0
In Progress Jobs					
Name	Crew	Team	Created	Actual	Team
Community park	3	Rolando	2024-02-01	5.93	17.79
Oak trees	3	Rolando	2024-02-01	129.45	388.35
North gate	3	Rolando	2024-02-15	10.12	30.36
Pennyroyal berm	2	Angelina	2024-03-05	20.05	40.1
Pelican Nest	2	Valery	2024-03-06	15.18	30.36
Bay Cedar	3	Rolando	2024-03-06	3.71	11.13
Central Park fountain, Weeding	2	Bitia	2024-03-06	10.45	20.9
			2024-02-01 to 2024-03-06	194.89	538.99
Completed Jobs					
Name	Crew	Team	Created	Actual	Team
Trimming north entrance	2	Angelina	2024-01-29	20.08	40.16
Mowing	2	Bitia	2024-01-29	17.61	35.22
Mowing	4	Casco	2024-01-29	17.94	71.76
Mowing	3	Rolando	2024-01-29	20.91	62.73
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
Central Park Fountain, Cleanup	2	Bitia	2024-02-09	1.14	2.28
Trimming Circles	2	Bitia	2024-02-09	2.15	4.3
Trimming Lakemont Park 1	2	Bitia	2024-02-12	2.47	4.94
Trimming Lakemont Park 2	2	Bitia	2024-02-12	4.94	9.88
Pelican Nest	3	Valery	2024-02-05	46.82	140.46
Across from The Ridge	3	Casco	2024-02-08	0	0
Planting CocoPlum	3	Casco	2/13/24	2.23	6.69
The Ridge	2	Valery	2024-01-30	0	0
The Ridge Golf Crossing	2	Bitia	2024-02-13	3.42	6.84
Trimming The ridge Circles	2	Bitia	2024-02-13	4.76	9.52

Trimming Bay Cedar Circles	2	Bitia	2024-02-14	1.84	3.68
Trimming palmettos	3	Casco	2024-02-06	43.51	130.53
Trimming Goldcrest Circles	2	Bitia	2024-02-14	6.59	13.18
Goldcrest circles	3	Casco	2024-02-15	1	3
Heron Point Circle	2	Bitia	2024-02-15	0.5	1
Bougainvilleas	2	Bitia	2024-02-14	2.45	4.9
Candleberry Circle	2	Bitia	2024-02-15	0.37	0.74
Muscadine Circle	2	Bitia	2024-02-15	0.69	1.38
Pine Fern Circle	2	Bitia	2024-02-15	1.79	3.58
Wildindigo Circle	2	Bitia	2024-02-15	0.38	0.76
Tassel Flower Circle	2	Bitia	2024-02-15	1.98	3.96
Fiddle Head Circle	2	Bitia	2024-02-15	0.27	0.54
Cassia Circle	2	Bitia	2024-02-15	2.18	4.36
Central Park Fountain, Cleanup	2	Bitia	2024-02-16	2.22	4.44
tennis center	3	Casco	2024-02-15	10.67	32.01
Mowing	2	Bitia	2024-02-19	17.25	34.5
Central Park Fountain	2	Bitia	2024-02-21	5.45	10.9
Mowing	3	Casco	2024-02-19	24.55	73.65
Mowing	3	Rolando	2024-02-19	26.95	80.85
Sanctuary Medians	2	Bitia	2024-02-21	7.48	14.96
Central Park fountain, Cleanup	2	Bitia	2024-02-23	0.94	1.88
Central Park fountain	2	Bitia	2024-02-22	6.73	13.46
Trimming palmetto. Pelican Colony	3	Casco	2024-02-21	16.72	50.16
Central Park Fountain	2	Bitia	2024-02-16	4	8
Sweet Gum Circle	2	Bitia	2024-02-26	0.14	0.28
Lyonia Circle	2	Bitia	2024-02-26	0.24	0.48
Bay Bean Circle	2	Bitia	2024-02-26	0.12	0.24
Pelican Colony trimming. Cleanup	2	Angelina	2024-02-08	93	186
Cypress Island	2	Bitia	2024-02-27	0.54	1.08
The Reserve circle	2	Bitia	2024-02-27	0.96	1.92

Catbrier Circle	2	Bitia	2024-02-27	0.23	0.46
Wax Myrtle circle	2	Bitia	2024-02-27	0.57	1.14
Lakemont Park 1	2	Bitia	2024-02-27	1.77	3.54
Lakemont Park 2	2	Bitia	2024-02-27	1.51	3.02
Twinberry Circle	2	Bitia	2024-02-27	0.19	0.38
Lakemont east Circles	2	Bitia	2024-02-27	0.91	1.82
Coconut Rd	2	Angelina	2024-02-26	12.13	24.26
Goldcrest trimming	2	Valery	2/13/24	86.73	173.46
The Ridge Circles	2	Bitia	2024-02-27	3.01	6.02
Sanctuary Medians	2	Bitia	2024-02-28	4.38	8.76
Pelican nest	2	Valery	2024-02-28	5.94	11.88
Bay Cedar Circles	2	Bitia	2024-02-29	0.67	1.34
Gold Crest circles	2	Bitia	2024-02-29	0.4	0.8
Central Park fountain, Cleanup	2	Bitia	2024-03-01	69.96	139.92
Capri sight lines	1		2024-02-28	0	0
Coconut Rd trimming	2	Angelina	2024-02-28	30.87	61.74
Jasmine	2	Valery	2024-02-28	28.8	57.6
Pennyroyal Circles, Weeding	2	Bitia	2024-02-28	24.4	48.8
Bay Creek	3	Rolando	2024-03-06	5.5	16.5
Jasmines	3	Casco	2024-02-26	57.56	172.68
			2024-01-29 to 2024-03-06	922.77	2230.02

Updates			
Item Name	User	Created At	Update Content
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.
The Ridge Golf Crossing	Bitia Lily	13/February/2024 07:02:24 AM	Trimming, Cleanup
Planting CocoPlum	Paul Kemp	23/February/2024 09:57:58 AM	across from the Ridge
Bougainvilleas	Jorge Montoya	14/February/2024 01:49:22 PM	Spraying for aphids
Goldcrest circles	Miguel Solis	15/February/2024 07:18:48 AM	Planting Plumbagos
Heron Point Circle	Bitia Lily	15/February/2024 07:42:25 AM	Non Selective
Candleberry Circle	Bitia Lily	15/February/2024 08:11:59 AM	Non Selective
tennis center	Paul Kemp	23/February/2024 09:58:43 AM	Trimming palmettos
Muscadine Circle	Bitia Lily	15/February/2024 08:34:31 AM	Non Selective
Pine Fern Circle	Bitia Lily	15/February/2024 09:15:38 AM	Non Selective

North gate	Paul Kemp	23/February/2024 09:59:27 AM	Cleaning up after removal of posts
Wildindigo Circle	Bitia Lily	15/February/2024 11:02:47 AM	Non Selective
Tassel Flower Circle	Bitia Lily	15/February/2024 11:25:47 AM	Non Selective
Fiddle Head Circle	Bitia Lily	15/February/2024 01:23:47 PM	Non Selective
Cassia Circle	Bitia Lily	15/February/2024 01:39:46 PM	Non Selective
Central Park Fountain	Bitia Lily	16/February/2024 08:29:29 AM	Non Selective
Central Park Fountain	Bitia Lily	21/February/2024 07:54:52 AM	Trimming bougainvillea
Sanctuary Medians	Bitia Lily	21/February/2024 01:21:04 PM	Trimming bougainvillea, cleanup
Sweet Gum Circle	Bitia Lily	26/February/2024 11:28:54 AM	Non selective
Lyonia Circle	Bitia Lily	26/February/2024 11:36:19 AM	Non Selective
Bay Bean Circle	Bitia Lily	26/February/2024 11:50:29 AM	Non Selective
Coconut Rd	Miguel Solis	26/February/2024 01:16:10 PM	Trimming arborícolas
Cypress Island	Bitia Lily	27/February/2024 07:33:22 AM	Non Selective
The Reserve circle	Bitia Lily	27/February/2024 08:04:51 AM	Non Selective
Catbrier Circle	Bitia Lily	27/February/2024 09:02:38 AM	Non Selective
Wax Myrtle circle	Bitia Lily	27/February/2024 09:16:25 AM	Non Selective
Lakemont Park 1	Bitia Lily	27/February/2024 11:36:43 AM	Non Selective
Lakemont Park 2	Bitia Lily	27/February/2024 11:37:24 AM	Non Selective
Twinberry Circle	Bitia Lily	27/February/2024 01:07:19 PM	Non Selective
Lakemont east Circles	Bitia Lily	27/February/2024 01:18:36 PM	Non Selective
The Ridge Circles	Bitia Lily	27/February/2024 02:13:28 PM	Non Selective
Pelican nest	Miguel Solis	28/February/2024 07:54:29 AM	Trimming palmetto

Sanctuary Medians	Bitia Lily	28/February/2024 08:53:12 AM	Non Selective
Capri sight lines	Paul Kemp	28/February/2024 01:43:58 PM	Resident called about sight lines entering Goldcrest Drive at both ends.
Capri sight lines	Paul Kemp	04/March/2024 07:35:56 AM	After touring the area, I don't really see an issue...
Bay Cedar Circles	Bitia Lily	29/February/2024 07:26:17 AM	Non Selective
Gold Crest circles	Bitia Lily	29/February/2024 08:06:25 AM	Non Selective
Candleberry Court	Paul Kemp	04/March/2024 07:34:05 AM	The juniper shrubs at the end of the cul- de-sac are brown & dying. These shrubs are directly adjacent to our home at 3530 Candleberry Court. We request these shrubs be removed. - from Emergent Board
Pennyroyal berm	Miguel Solis	05/March/2024 03:56:43 PM	Trimming arboricola
Central Park	Paul Kemp	06/March/2024 08:34:02 AM	These Arbicolas and Awabukis are ready for a trim.
Pelican Nest	Miguel Solis	06/March/2024 10:11:41 AM	Trimming
Bay Cedar	Miguel Solis	06/March/2024 11:31:31 AM	Removing dead pine trees
Bay Creek	Miguel Solis	06/March/2024 11:32:26 AM	Removing dead pine tree

Pumps Schedule

Phase Two

Water is available during any hour not marked black

Odd address may water on Wednesday an Saturday

Even addresses may water on Thursday and Sunday

PUMPS OFF

PUMPS ON

WATERING TIME

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
12:00AM							
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM			ODD	EVEN		ODD	EVEN
5:00 AM			ODD	EVEN		ODD	EVEN
6:00 AM			ODD	EVEN		ODD	EVEN
7:00 AM			ODD	EVEN		ODD	EVEN
8:00 AM			ODD	EVEN		ODD	EVEN
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
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8:00 PM							
9:00 PM							
10:00 PM							
11:00 PM							

**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.