

**BAYSIDE IMPROVEMENT  
AND BAY CREEK**

**COMMUNITY DEVELOPMENT  
DISTRICTS**

**May 20, 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

May 13, 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 May 20, 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: April 2024 - *Superior Waterway Services, Inc. (Andy Nott)*
  - Discussion: Lake A-16 Lab Notes and Service Agreement for Treatment
6. Discussion/Consideration of Johnson Engineering, Inc. 2023 Water Quality Monitoring Report (*Tim Denison*)
7. Discussion: Water Quality and the Task Force
8. Discussion: Future Maintenance Demands
9. Discussion: Maintenance Facility Deferred Maintenance Items
10. Consideration of Bentley Electric Co of Naples FL, Inc. Proposal 24-265 [Single Phase 60-Amp Streetlights]

11. Discussion/Update: The Garland Company, Inc. Roof Asset Management Program [Greenview Ave Pumphouse]
12. Consideration of Resolutions Approving the Districts' Proposed Budgets for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
  - A. Resolution 2024-03, *Bayside Improvement Community Development District*
  - B. Resolution 2024-03, *Bay Creek Community Development District*
13. Consideration of Resolutions Designating Dates, Times and Locations for Joint Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date
  - A. Resolution 2024-04, *Bayside Improvement Community Development District*
  - B. Resolution 2024-04, *Bay Creek Community Development District*
14. Discussion: Meeting with PLCA Representatives Regarding 2024 Hurricane Season
15. Committee Reports
  - A. PLCA Landscape Committee
  - B. Colony Landscape Committee
16. Presentation of Monthly Year-End Financial Forecast (*under separate cover*)
17. Acceptance of Unaudited Financial Statements as of April 30, 2024
18. Approval of April 22, 2024 Joint Regular Meeting Minutes
19. Action/Agenda Items
20. Old Business
21. Staff Reports
  - A. District Counsel: *Coleman Yovanovich Koester, P.A. [Gregory Urbancic, Esq.]*
  - B. District Manager: *Wrathell, Hunt and Associates, LLC*
    - I. Monthly Status Report: Field Operations
    - II. Number of Registered Voters as of April 15, 2024
      - Bayside Improvement CDD: 3,068



- Bay Creek CDD: 792

III. NEXT MEETING DATE: June 24, 2024 at 2:00 PM

- QUORUM CHECK: *BAYSIDE IMPROVEMENT CDD*

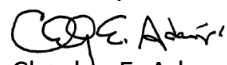
SEAT 1	KAREN MONTGOMERY	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	GAIL GRAVENHORST	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	WALTER MCCARTHY	<input type="checkbox"/>	IN-PERSON	<input 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

- Supervisors' Requests
- Public Comments: *Non-Agenda Items*
- 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  
Lake Treatment Report for April 2024**

Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A1	Treated	Naiad	Chara	4/10/2024		Needs follow up treatment
A2	Treated	Chara	Naiad	4/10/2024		Treated for Algae
A3	Inspected	Chara		4/10/2024		Scheduled for treatment with boat
A4	Treated	Torpedoglass		4/10/2024		Sprayed lake bank grasses
A5	Treated	Hydrilla		4/2/2024		Treated lake for submersed weeds
A6	Treated	Torpedoglass		4/10/2024		Sprayed lake bank grasses
A7	Inspected			4/5/2024		No major Problems
A8	Inspected			4/5/2024		No major Problems
A9	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
A10	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
A11	Treated	Grasses/Weeds		4/5/2024		Needs follow up treatment
A12	Inspected			4/5/2024		No major Problems
A13	Inspected			4/5/2024		No major Problems
A14	Treated	Algae		4/5/2024		Treated for Algae
A15	Inspected			4/5/2024		No major Problems
A16	Inspected			4/16/2024		No major Problems
A17	Inspected			4/16/2024		No major Problems
A18	Inspected			4/10/2024		No major Problems
A19	Inspected			4/10/2024		No major Problems
A20	Treated	Algae		4/16/2024		Treated for Algae

**SUPERIOR WATERWAY  
SERVICES, INC.**



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
A21	Inspected			4/10/2024		No major Problems
A22	Inspected			4/10/2024		No major Problems
A23	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
A24	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
A25	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
A26	Inspected			4/5/2024		No major Problems
A27	Inspected			4/5/2024		No major Problems
A28	Treated	Algae		4/16/2024		Treated for Algae
A29	Treated	Algae		4/16/2024		Treated for Algae
B1	Inspected			4/16/2024		No major Problems
B2	Treated	Algae		4/5/2024		Treated for Algae
B3	Treated	Algae		4/5/2024		Treated for Algae
B4	Treated	Torpedograss		4/10/2024		Sprayed lake bank grasses
B5	Treated	Algae		4/24/2024		Treated for Algae
B6	Treated	Algae		4/24/2024		Treated for Algae
B7	Inspected			4/24/2024		No major Problems
B8	Inspected			4/24/2024		No major Problems
C1	Inspected			4/24/2024		No major Problems
C2	Inspected			4/24/2024		No major Problems
C3	Treated	Grasses/Weeds		4/16/2024		Sprayed lake bank weeds

# SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
C4	Inspected			4/5/2024		No major Problems
E1	Treated	Grasses/Weeds		4/5/2024		Sprayed lake bank weeds
E2	Inspected			4/5/2024		No major Problems
E3	Treated	Algae		4/10/2024		Treated for Algae
E4	Treated	Grasses/Weeds		4/10/2024		Sprayed lake bank weeds
E5	Inspected					No major Problems
E6	Treated	Algae		4/10/2024		Treated for Algae
E7	Treated	Torpedoglass		4/19/2024		Sprayed lake bank grasses
E8	Treated	Algae	Slender Spikerush	4/24/2024		Need follow treatment with boat
E9	Inspected					No major Problems
E10	Treated	Grasses/Weeds				Sprayed lake bank weeds
E11	Treated	Grasses/Weeds		4/10/2024		Sprayed Littorals for Grasses/weeds
E12	Inspected			4/10/2024		No major Problems
WCI	Treated	Torpedoglass		4/16/2024		Sprayed lake bank grasses
E14	Treated	Torpedoglass		4/16/2024		Sprayed lake bank grasses
E15	Treated	Grasses/Weeds		4/10/2024		Sprayed Littorals for Grasses/weeds
E16	Treated	Torpedoglass		4/16/2024		Sprayed Littorals for Torpedoglass
E17	Inspected			4/16/2024		No major Problems
E18	Treated	Grasses/Weeds		4/16/2024		Sprayed Littorals for Grasses/weeds
F1	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds

# SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
F2	Treated	Torpedoglass		4/16/2024		Sprayed Littorals for Torpedoglass
F3	Inspected			4/19/2024		No major Problems
F4	Treated	Torpedoglass		4/16/2024		Sprayed Littorals for Torpedoglass
F5	Inspected			4/19/2024		No major Problems
F6	Inspected			4/19/2024		No major Problems
F7	Inspected			4/19/2024		No major Problems
F8	Treated	Grasses/Weeds		4/4/2024		Sprayed lake bank weeds
F9	Inspected			4/4/2024		No major Problems
F10	Treated	Grasses/Weeds		4/24/2024		Sprayed lake bank weeds
F11	Treated	Grasses/Weeds		4/4/2024		Sprayed lake bank weeds
F12	Treated	Torpedoglass		4/4/2024		Sprayed Littorals for Torpedoglass
F13	Inspected			4/4/2024		No major Problems
F14	Inspected			4/4/2024		No major Problems
F15	Inspected			4/4/2024		No major Problems
F16	Treated	Grasses/Weeds		4/4/2024		Sprayed lake bank weeds
F17	Treated	Grasses/Weeds		4/4/2024		Sprayed lake bank weeds

# SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
D1	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D2	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D3	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D3A	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D4	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D5	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D6	Treated	Algae		4/29/2024		Treated for Algae
D7	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D8	Treated	Algae		4/29/2024		Treated for Algae
D9	Treated	Grasses/Weeds		4/2/2024		Sprayed Littorals for Grasses/weeds
D10	Treated	Grasses/Weeds		4/2/2024		Sprayed Littorals for Grasses/weeds
D11	Treated	Grasses/Weeds		4/2/2024		Sprayed Littorals for Grasses/weeds
D12	Treated	Algae		4/29/2024		Treated for Algae
D13	Treated	Grasses/Weeds		4/2/2024		Sprayed Littorals for Grasses/weeds
D14	Treated	Grasses/Weeds		4/24/2024		Sprayed Littorals for Grasses/weeds
D15	Treated	Algae		4/2/2024		Treated for Algae
T1	Inspected			4/29/2024		No major Problems
Spring Creek Circle	Treated			4/29/2024		Hand Cut cattails/weeds

Starting to see an increase in algae and submersed weeds, treated several lakes for algae and started submersed weed treatments in few others. Overall property looks good we will continue our normal scheduled visits with treatments as needed, more visits will be added if necessary.





Lake A1 treated for Naiad,  
monitoring lake and will treat as  
needed



Lake A11 Treated shoreline  
grasses and weeds



Lake 16 Still has a brown color tint  
to water





Lake B3 Littoral growing in on north end



Lake B7 looks good no problems noted



Lake D1 looks good no problems noted





Lake D10 little algae in plants will monitor and treat as needed



Lake D15, we did physical removal Some algae left; this is hard to manually remove. It's mostly dead and breaks apart when raked. We will monitor and treat as necessary



Lake E8, Slender Spikerush and Chara, this is an irrigation lake so we are limited how much chemical we can use, we continue to treat and monitor results.



Lake F6 Littoral look good, no problem noted



Lake A29 New fountain was installed, vendor left old fountain in lake. Needs to be removed.



### **Lab Notes for Lake A-16**

Microbe-Lift PBL and Microbe-Lift SA are biological products that would be beneficial to any system, especially one that is impaired by high nutrient loads and/or difficult to degrade compounds. As mentioned in the email with the water results, there could be some difficult to degrade compounds (high COD) that aeration (aerobic bacteria) cannot take care of which may also be causing the odor. The two products in combination will work at all levels of the lake, with or without oxygen, to degrade organic materials and cycle the nutrients (mainly carbon and nitrogen) out of the ecosystem as CO<sub>2</sub> and N<sub>2</sub> gas. This would translate to less odors, reduced sludge depth, and increased water quality over a period of time (bacteria have a growth phase that takes time).

The high COD level indicates high levels of organic waste matter present in the ponds water and suggests very poor water quality. In my opinion and by your description of the lake, it has a medium to high level of eutrophication.

### **Pollution Indicators**

The levels of Chemical Oxygen Demand BOD & or COD testing of lakes water can vary based on factors such as pollution sources, natural processes, and local conditions.

COD is also a measurement of the amount of organic matter present in water, which affects its overall quality.

**Maximum and Minimum Concentrations:** -The desired maximum concentrations of BOD<sub>5</sub>/COD in lakes is typically a BOD 4.5 mg/L and a COD of 10.3/mg/L.

\*COD values above this indicate unmiserable organic levels within the aquatic ecosystem.

\*Our microbial technology will result in a significant reduction in COD levels, as well as cycle out nutrients associated with failing aquatic ecosystems.

For a 0.75 acre lake, it would take 20 gallons each of Microbe-Lift PBL and Microbe-Lift SA initially. Then 10 gallons of each about 7 days after the initial and a monthly maintenance of 5 gallons. Total number of gallons I recommend for 1 year would be 85 gallons of Microbe-Lift PBL and 85 gallons of Microbe-Lift SA. The two products can be mixed together and sprayed onto the surface of the lake, focusing more of the application on the problem areas



<b>Estero Water Sample Bayside Bay Creek Superior Waterway</b>	
<b>Nitrate (mg/L)</b>	9.66
<b>Nitrite (mg/L)</b>	0.055
<b>Phosphate (mg/L)</b>	0.042
<b>Ammonia (mg/L)</b>	3.78
<b>Total Alkalinity (mg/L)</b>	174.6
<b>Total Nitrogen (mg/L)</b>	12.5
<b>TDS</b>	906
<b>pH</b>	7.141
<b>COD</b>	172.6
<b>Salinity</b>	0



**SERVICE AGREEMENT**

April 25, 2024

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

**Terms:** Net 30 Days

**DESCRIPTION**

Supply and apply Microbe-Lift/PBL and Microbe-Lift/SA lake A-16

Initial treatment

Initial Treatment: \$730.00

20-Gal Microbe-Lift/PBL

20-Gal Microbe-Lift/SA

Second treatment to be done 7 days after initial treatment

Second Treatment: \$480.00

10-Gal Microbe-Lift/PBL

10-Gal Microbe-Lift/SA

Eleven (11) monthly follow up treatments,

Monthly Treatments: \$297.50

5-Gal Microbe-Lift/PBL

Total for 11 monthly treatments: \$3,272.50

5-Gal Microbe-Lift/SA

**Grand Total for treatments: \$4,482.50**

**Total gallon to be used**

**85-Gal Microbe-Lift/PBL**

**85-Gal Microbe-Lift/SA**

SUPERIOR WATERWAY SERVICES, INC.

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

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

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

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

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

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

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

**Table 2: 2023 Field Data**

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

#### IV. CONCLUSIONS

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

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

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

Sincerely,

JOHNSON ENGINEERING, INC.

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

Tim Denison  
Environmental Scientist

**APPENDIX A**  
**LABORATORY ANALYTICAL REPORTS**

## ANALYTICAL TEST REPORT

### THESE RESULTS MEET NELAC STANDARDS

**Submission Number :** 23080633

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

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

Tim Denison

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

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

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

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

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

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

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

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

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

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

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

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

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

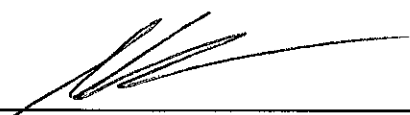
**Sample Date:** 08/09/2023  
**Sample Time:** 12:00  
**Sample Method:** Grab

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

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

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

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



Dale D. Dixon / Laboratory Director

09/06/2023

Date

Kathleen Gauthier - QC Officer

Haley Richardson - QA Officer

**DATA QUALIFIERS THAT MAY APPLY:**

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

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

**NOTES:**

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

**COMMENTS:**

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

*Results relate only to the samples.*

**Benchmark EnviroAnalytical, Inc.**

1711 Twelfth Street East  
 Palmetto, FL 34221  
 (941) 723-9986  
 (941) 723-6061 fax

Sample Temperature checked upon receipt at BEAS with Temperature Gun ID #7  
 Sample Temperature checked upon receipt at BEA with Temperature Gun ID #258

**Client: Johnson Engineering, Inc**

2122 Johnson Street  
 Fort Myers, FL 33901  
 (239) 461-2458 (Tim Denison)  
 (239) 334-3661 (fax)  
 Report Format: Standard by Sample

Project Name: Bayside / Bay Creek Quarterly WQ Analysis  
 Project Number: 20160319-022

Laboratory Submission #: **23080633**

Station ID	Total # of Containers per Site	Sample Matrix <sup>2</sup> / Sample Type <sup>1</sup>	Parameters, Preservative <sup>4</sup> , Container Type <sup>3</sup> / Total # of Containers = 14				Laboratory Sample #
			TKN	NO <sub>3</sub> -NO <sub>2</sub>	T-P	T-N	
			1.1mL 1:4 H <sub>2</sub> SO <sub>4</sub> 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 a composite (C).  
 2. "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DWD), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMNT), or sludge (SLDG).  
 3. "Container Type" is used to indicate whether the container is plastic (P) or glass (G).  
 4. Sample must be refrigerated or stored in wet ice after collection. The temperature during storage should be less than or equal to 6°C (42.8°F).  
 5. Under "Preservative," list any preservatives that were added to the sample container. Lot Number of preservative used is specific to the bottles included in the kit. NaThio, H<sub>2</sub>SO<sub>4</sub>, and HNO<sub>3</sub>, do not have expiration dates per the manufacturer. Micro bottles are pre-preserved at manufacturing stage. 40mL vials are pre-preserved at manufacturing stage.

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

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

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

BEAS



# Laboratory Results

## Lee County Environmental Laboratory

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



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

Report Date: 8/11/2023

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

Qualifiers:

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





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

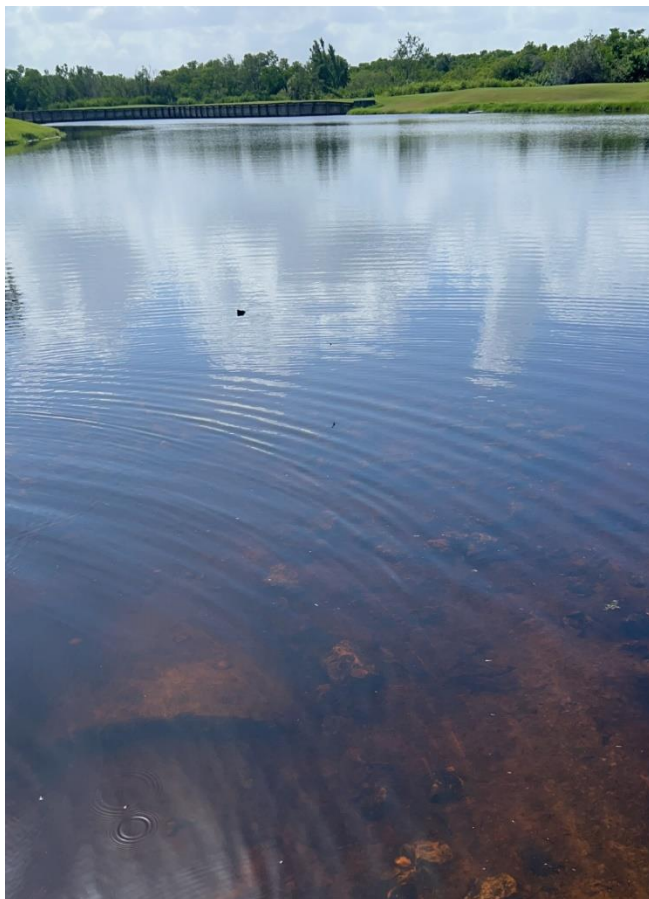
Report/Result Information		Billing/Invoice Information				Analyses Required																														
Name: Johnson Engineering Inc ATTN: Tim Denison Email: tdenison@johnsoneng.com		Name: Johnson Engineering Inc ATTN: Tim Denison <i>Boyside Bay Creek</i>		Matrix Codes: DW-Drinking water GW- Ground 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>my</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		Collection 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>		<table border="1"> <tr> <td>1</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								1	1																			<i>AF67108</i>
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		<i>1035</i>		<i>A-2</i>				<table border="1"> <tr> <td>1</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								1	1																			<i>AF67109</i>
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		<i>1100</i>		<i>A-1</i>				<table border="1"> <tr> <td>1</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								1	1																			<i>AF67110</i>
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1	1																																			
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1	1																																			
		<i>1215</i>		<i>D-8</i>				<table border="1"> <tr> <td>1</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								1	1																			<i>AF67114</i>
1	1																																			

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

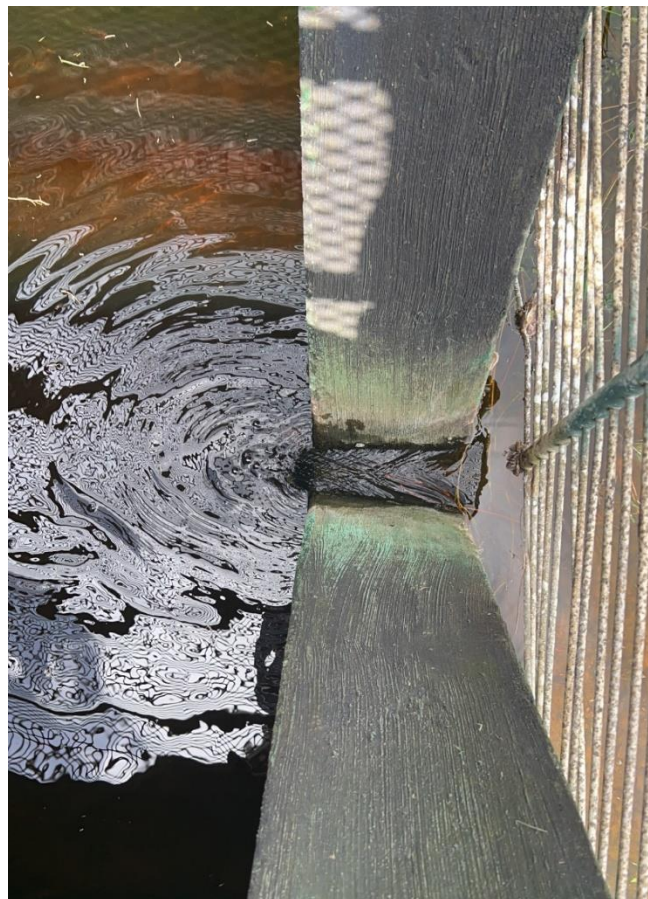
\*Qualified = the data may not be accurate and regulatory agencies may not accept qualified data.

**APPENDIX B**  
**FIELD PHOTOGRAPHS**

**APPENDIX B  
FIELD PHOTOGRAPHS**



BAYSIDE/BAY CREEK A-1 8.9.23 1100

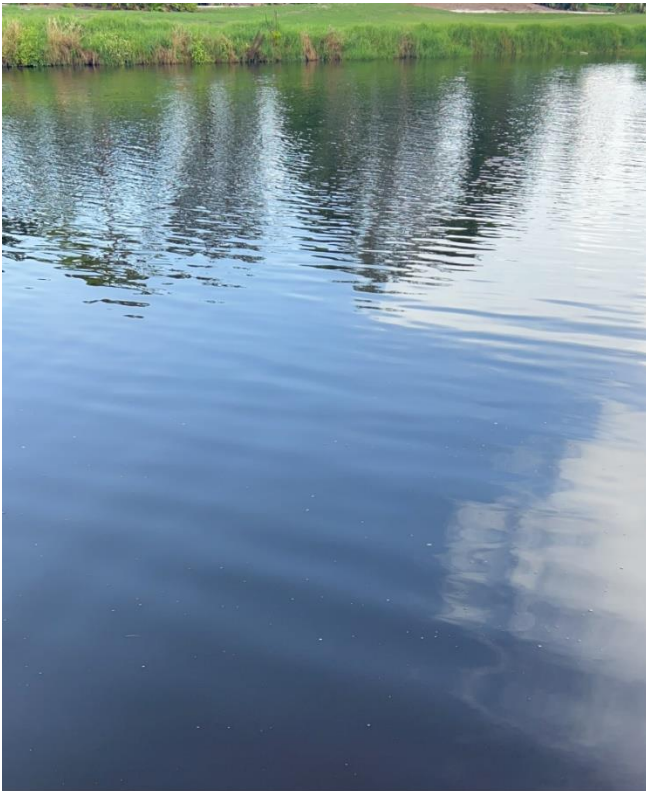


BAYSIDE/BAY CREEK A-1 8.9.23 1100





**APPENDIX B  
FIELD PHOTOGRAPHS**



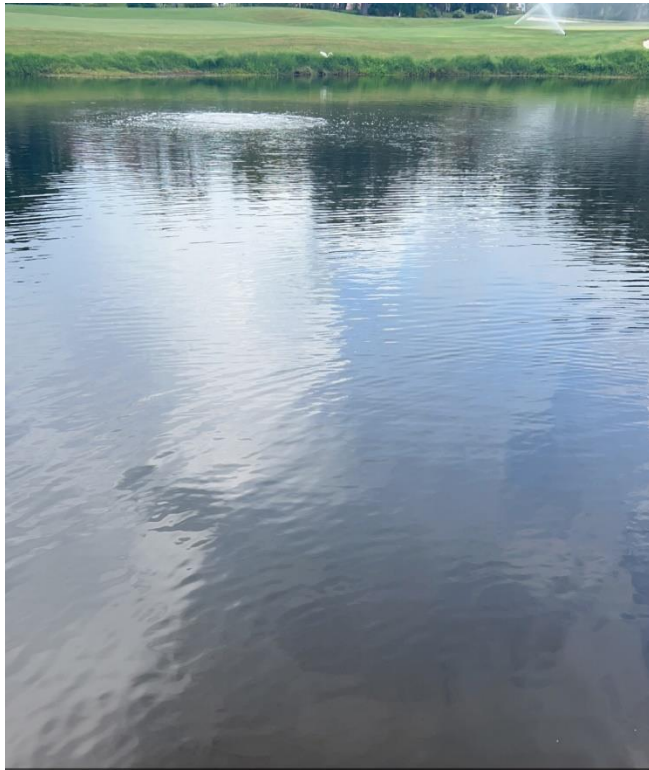
BAYSIDE/BAY CREEK A-2 8.9.23 1035



BAYSIDE/BAY CREEK D-8 8.9.23 1215



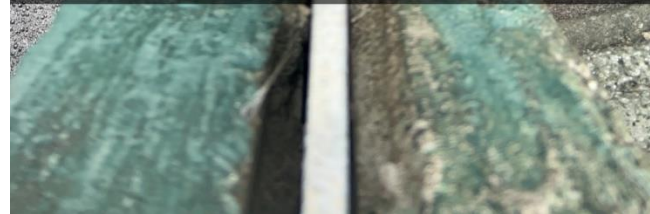
**APPENDIX B  
FIELD PHOTOGRAPHS**



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

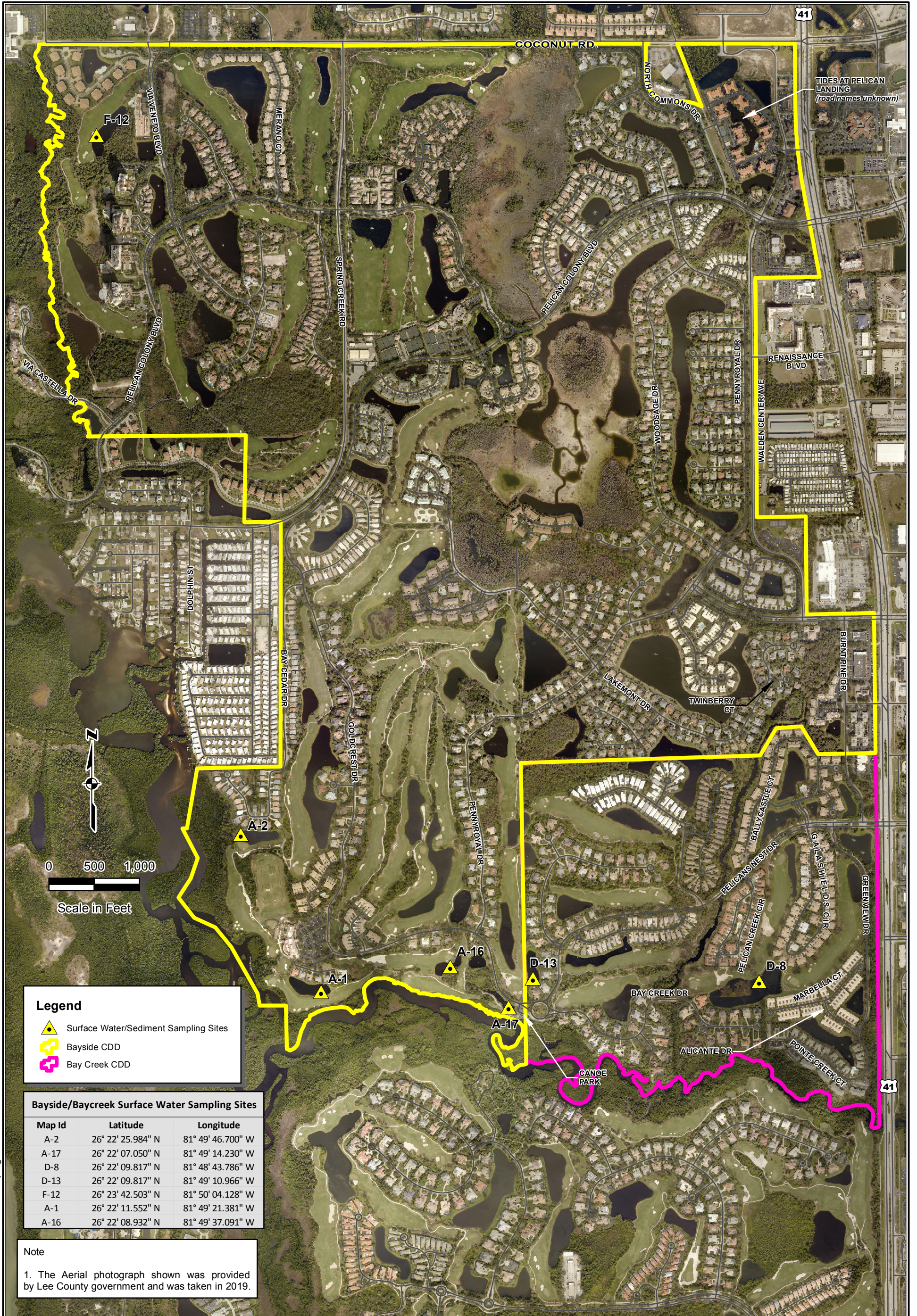


BAYSIDE/BAY CREEK F-12 8.9.23 1005



**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



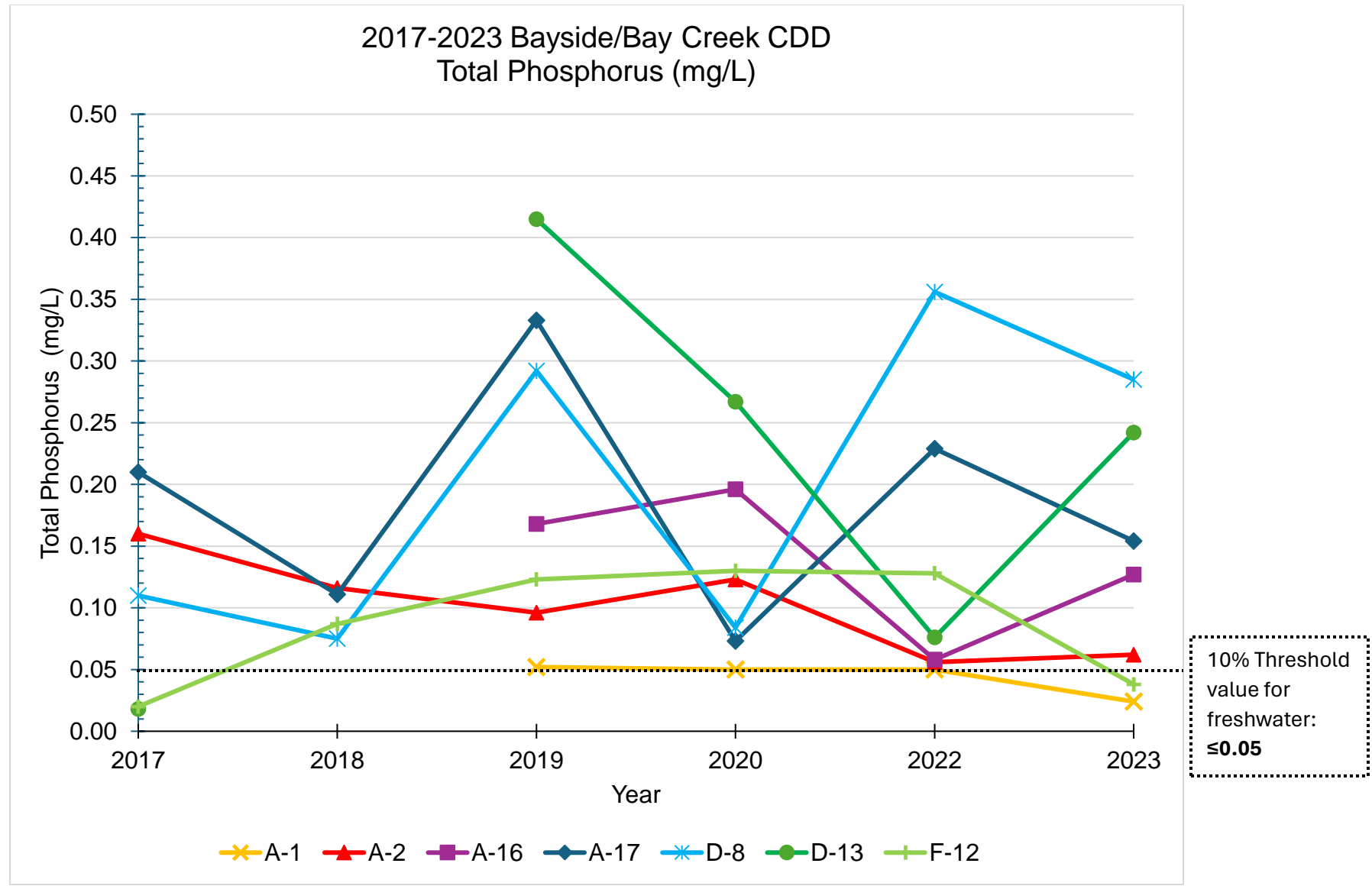
JOHNSON ENGINEERING, INC.  
2122 JOHNSON STREET  
P.O. BOX 1550  
FORT MYERS, FLORIDA 33902-1550  
PHONE (239) 334-0046  
FAX (239) 334-3661  
E.B. #642 & L.B. #642

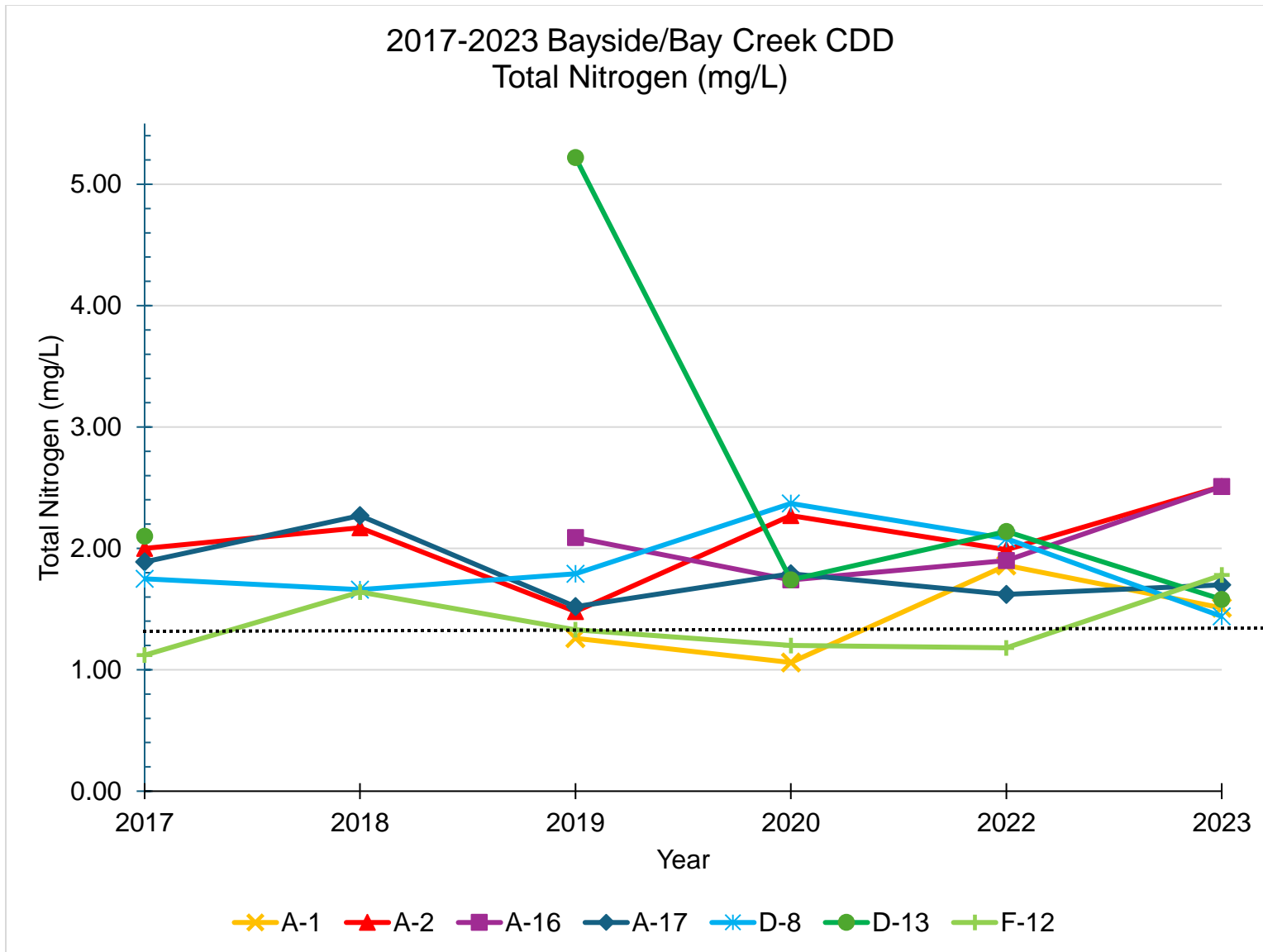
**2023 Sample Map**

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



**APPENDIX D**  
**CONCENTRATION CHARTS**

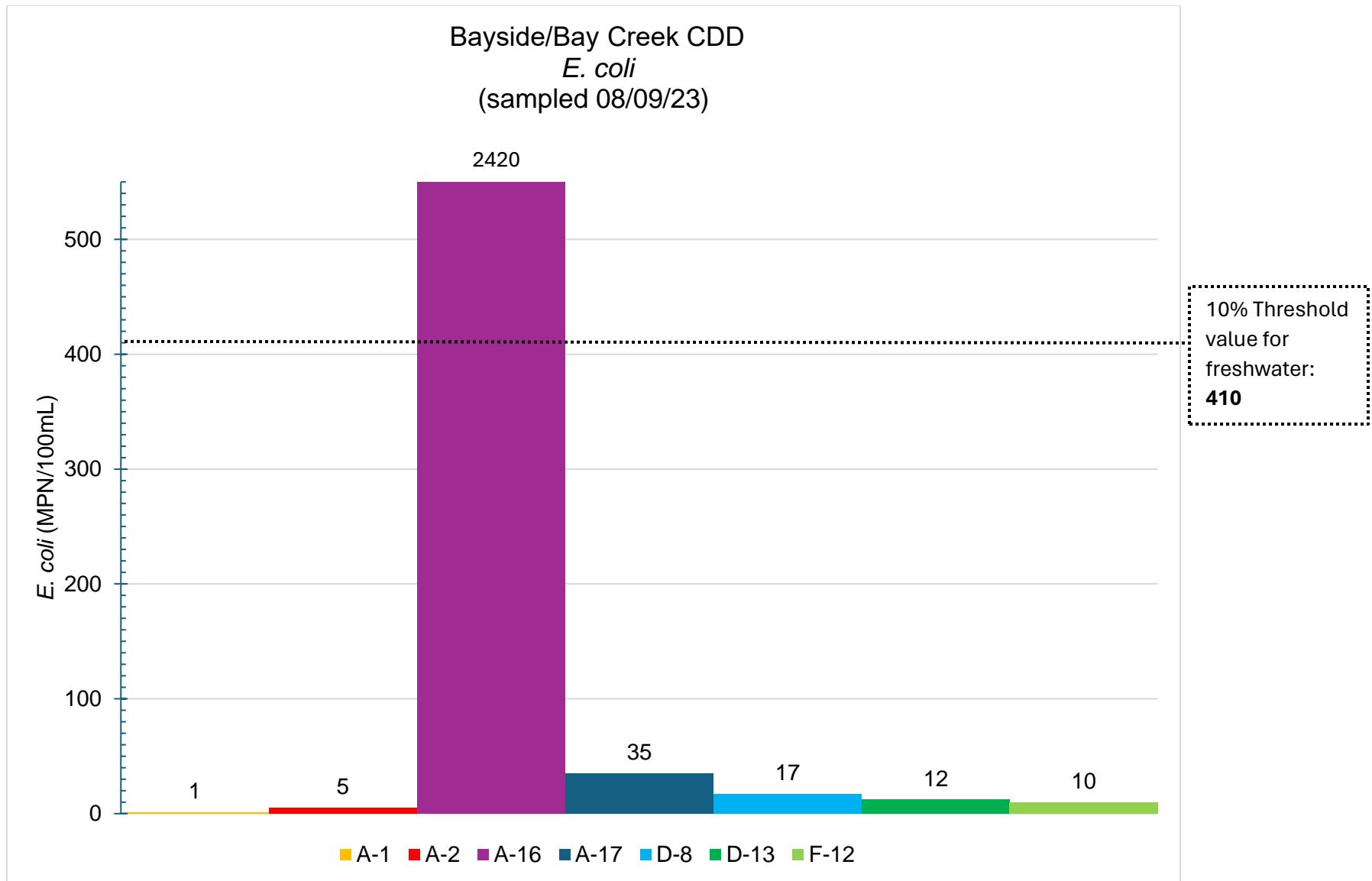




10% Threshold  
value for  
freshwater:  
**≤1.27**

**APPENDIX D  
CONCENTRATION CHARTS**

**2023 Annual Report**





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

**10**

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

# Proposal 24-265

<b>ADDRESS</b> BAYSIDE/BAY CREEK CDD 4650 COCONUT ROAD BONITA SPRINGS, FL 34134	<b>DATE</b> 05/09/2024	<b>TOTAL</b> \$3,225.00	
--	---------------------------	----------------------------	--

**PROJECT LOCATION**  
25150 Pennyroyal

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	We propose to furnish labor and material to do the following electric work:			
	1.) Rebuild new single-phase 60-amp metered service for streetlights under county's new permit.			
	2.) Includes permitting.			
	<b>TOTAL AMOUNT</b>	1	3,225.00	3,225.00

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

Thanks,  
Steve Bentley

<b>TOTAL</b>	<b>\$3,225.00</b>
	THANK YOU.

Accepted By

Accepted Date

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

**1 1**

The Garland Company, Inc.

Roof Asset Management Program



Bayside/Baycreek CDD - Greenview Ave Pump house - RAMP - Jan '24

Prepared By  
Grant Gale

Prepared For  
Paul Kemp

January 30, 2024

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# Client Data

Client: Bayside/Baycreek CDD



## Client Data

<b>Name</b>	Bayside/Baycreek CDD		
<b>Address 1</b>	4650 Coconut Rd.		
<b>City</b>	Bonita Springs	<b>State</b>	Florida
<b>ZIP</b>	34134	<b>Country</b>	United States

## Contact Info

<b>Contact Person</b>	Paul Kemp	<b>Title</b>	Irrigation Manager
<b>Mobile Phone:</b>	-	<b>Office Phone:</b>	2399472055
<b>Email:</b>	pkemp@whhassociates.com		



# Facility Summary

**Client:** Bayside/Baycreek CDD

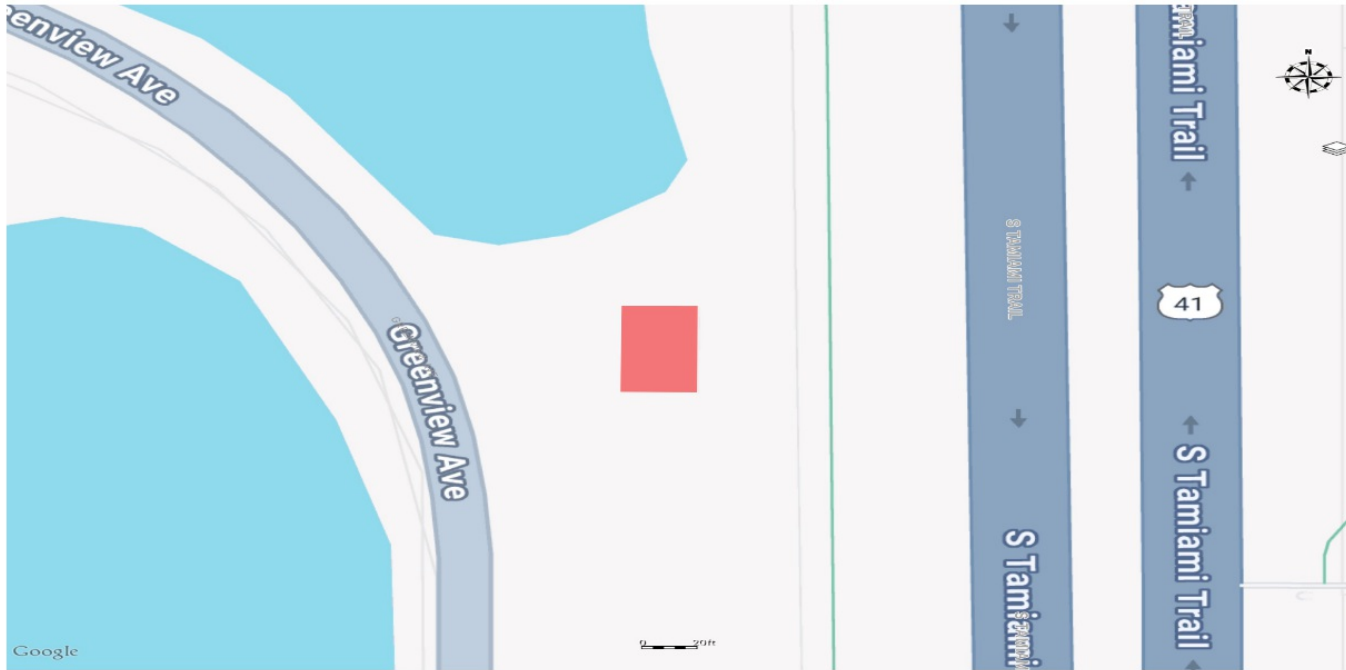
**Facility:** Pump House - Greenview Ave

## Facility Data

<b>Address 1</b>	Greenview Ave
<b>City</b>	Bonita Springs
<b>State</b>	Florida
<b>ZIP</b>	34134
<b>Type of Facility</b>	Other
<b>Contact Person</b>	Paul Kemp

## Asset Information

<b>Name</b>	<b>Date Installed</b>	<b>Square Footage</b>	<b>Roof Access</b>
Roof	Unknown	1,500	Stairs



■ Excellent ■ Good ■ Fair ■ Poor ■ Failed



# Construction Details

**Client:** Bayside/Baycreek CDD

**Facility:** Pump House - Greenview Ave

**Roof Section:** Roof



## Information

<b>Year Installed</b>	Unknown	<b>Square Footage</b>	1,500
<b>Slope Dimension</b>	1/2	<b>Eave Height</b>	9'
<b>Roof Access</b>	Stairs	<b>System Type</b>	Modified Bitumen

## Notes

Non-Insulated -



# Inspection Report

**Client:** Bayside/Baycreek CDD

**Facility:** Pump House - Greenview Ave

**Report Date:** 01/26/2024

**Roof Section:** Roof

## Inspection Information

	Failed		

## Flashing Conditions

<b>Perimeter</b>	Failed	<b>Wall</b>	N/A
<b>Projections</b>	Failed	<b>Counterflashing</b>	N/A

## Miscellaneous Details

<b>Reglets</b>	N/A	<b>Debris</b>	Yes
<b>Control Expansion Joints</b>	N/A	<b>Ponding Water</b>	Moderate
<b>Parapet Wall</b>	Failed	<b>Coping Joints</b>	N/A

## Perimeter

<b>Rating</b>	Failed
<b>Condition</b>	The perimeter of this roof system is in failed condition. There is perimeter edge failure, areas indicative of regular ponding, membrane adhesion loss, heavy mineral loss, membrane deterioration, heavy debris accumulation, and loss of adequate slope.

## Field

<b>Rating</b>	Failed
<b>Condition</b>	Open seams & mineral loss were the main issues observed on the field of the roof.

## Penetrations

<b>Rating</b>	Failed
<b>Condition</b>	Manufacturer's rep was informed that many of the penetrations are no longer in working order. Also, the flashing surrounding the access panels is failed, allowing moisture into the system/facility.

## Drainage

<b>Rating</b>	Failed
<b>Condition</b>	The lower perimeter edge of this mono-slope roof system is now higher than the roof system is directly before the the edge (low spots), causing drainage issues, and other conditions.

## Other

<b>Rating</b>	Failed
<b>Condition</b>	The wooden deck is completely failed in numerous locations. This is first and foremost a safety issue.

## Overall

<b>Rating</b>	Failed
<b>Condition</b>	Overall, this aged commodity grade modified roofing system is in failed condition. The following conditions were observed: Mineral loss from the cap-sheet, open seams, areas indicative of regular ponding, perimeter edge failure, membrane adhesion loss, debris, vegetation growth, active leaks, & deck failure. This roof is not safe to walk in numerous areas, and there are many areas for moisture to enter. This roof should be replaced in the near future.



*Photo 1*

Roof section overview.





*Photo 2*

Roof section overview.



*Photo 3*

Core: modified bitumen directly over wooden deck



*Photo 4*

**Mineral Roof Granule Deterioration:** It is very common for mineral finished roofs to experience bare felts as early as five years after installation. Manufacturing quality control issues as well as weather "washing off" the factory applied mineral coating causes these areas. Typically this is indicated by accumulations of mineral where ponding is present. Bare felts cause exposure of the membrane to the sun/UV rays, which cause rapid membrane deterioration. Therefore, it is extremely important to coat these areas as soon as they appear.



*Photo 5*

While ponding water was not observed at the time of the assessment, it's clear this is an issue that regularly occurs. A description of ponding and the issues it causes may be found below.

**Ponding:** Ponding water occurs when moisture collects in large pools on the surface of a roof system. These pools begin to form due to the following: 1) roof drains are blocked or clogged with debris, 2) the insulation package has lost dimensional stability and has reduced in thickness, 3) poor slope to drain design via overbuilt crickets or tapered insulation system, 4) roof drains are built along side building support columns which maintain a consistent height under load while the balance of the roof system is applied over a live deck which tends to move and deflect under normal seasonal load. In all cases, roof depressions that collect and hold water will tend to grow in size as the added weight of the ponding water will continue to deflect the roof deck even further.

This condition can damage the roof in a number of ways. Additional structural loads create more movement of the roof assembly creating more tear stress and of course a potential for structural failure. UV intensity also increases under ponding conditions as the sun's rays are increased to the point where it accelerates deterioration in most all roof systems. In asphalt based assemblies the natural waterproofing oils in the asphalt will separate from the membrane if the system remains submerged under water for sustained periods. The added weight can crush insulation increasing the ponding condition and creating a condition where the insulation becomes a useless thermal barrier. This condition then affects the mechanical system and the cost of heating and cooling the building. In the winter ponding water will expand as it freezes. This expansion will weaken small imperfections in the roof system. Small cracks and tears will widen until they rupture to allow water into the building. And finally, a negatively deflected deck becomes a structural concern.



*Photo 6*

The perimeter edge is now higher than this portion of the roof, which doesn't allow for proper drainage. Heavy deterioration, mineral loss, and debris accumulation was observed.





*Photo 7*

It's apparent that this is an area of regular ponding based on the heavy deterioration, mineral loss, debris accumulation, and the eave of the roof being higher than this low-spot. Upon applying light pressure to the area, manufacturer's rep realized the deck is failed in this location. This area and others should be marked off until the roof is repaired/replaced.



*Photo 8*

Open seams.



*Photo 9*

Flashing failure around perimeter of roof access panels. The block-out is also damaged.



*Photo 10*

Membrane adhesion loss.



*Photo 11*

**Vegetation Growth:** Vegetation often occurs when dirt and debris collect on roof systems. Over time this creates a perfect medium for plant and weed growth. When seeds take hold the roots will often penetrate through the membrane causing immediate leaks and damage internally.



*Photo 12*

Perimeter edge failure.



*Photo 13*

Complete perimeter edge failure. The membrane is up off the substrate, and the drip-edge is hanging off the facility. The facility is wide open to the elements, and this area is very unsafe.



*Photo 14*

Complete deck failure, underside of membrane is visible.



*Photo 15*

Deck failure.





# THE GARLAND COMPANY, INC.

HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197  
 p. (216) 641-7500 • f. (216) 641-0633 • 800-321-9336 • www.garlandco.com

## Preliminary Pressure Calculations

Date 1/30/2024

Sales Rep Grant Gale

City Bonita Springs

State FL

Project Name Bayside/Baycreek CDD

Roof Sections Pump Station Roof

Design Code	ASCE 7-16 ASD
Exposure Category	C
Risk Cat. , Importance Factor	III , 1
Wind Speed	172 mph
Design Roof Height:	15 ft
Minimum Building Width:	30 ft
Roof Pitch (X, Y)	0.5 : 12
Roof Angle	2.39 deg
Parapet ≥ 36" Entire Roof	No

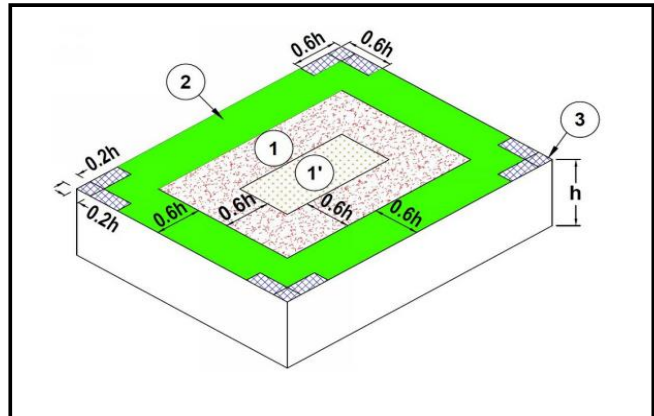
Base Velocity Pressure	32.8 psf	Gcpi = 0.55
Roof Type	Gable	
Edge Zones		
Zone 2 width =	9'-0"	
Zone 3 width =	3'-0"	
Zone 3 length =	9'-0"	
	=	
	=	
	=	

Deck Type Wood

**Notes:**

Consult Garland's Technical team for approved coping profiles.

Zone Image



**Zone Pressures (psf)**

				Wall Perimeter	Wall Corner
ZONE 1'	ZONE 1	ZONE 2	ZONE 3	Zone 4	Zone 5
47.5	73.8	93.4	123.0	48.7	57.5

**Notes:**

Consult Garland's Technical team for approved coping profiles.





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**Fascia**

Project Name	Bayside/Baycreek CDD	Date	1/30/2024
Roof Sections	Pump Station Roof	Sales Rep	Grant Gale
		City	Bonita Springs
		State	FL

**ANSI/SPRI ES-1 FASCIA PRELIMINARY DESIGN**

**Project Data**

Design Wind Speed: 172 mph  
 Metal Edge Height: 9.88 feet  
 Exposure Category: C  
 Importance Classification: III

**Design Wind Pressure ASCE 7-16 ASD**

Basic Velocity Pressure: 32.79 psf  
 Horizontal Design Pressure: 57.54 psf

**ES-1 Fascia Load**

Vertical Face Dimension: 7.25 inches  
 Fascia Design Load: 96.10 psf

**ES-1 Tested Fascia System**

Product Designation: MEA-RMF-Fascia725-A40

System Description: R-Mer Force Fascia 7.25" x 0.040" Aluminum w/ RMEBF-700 Base Frame

Maximum Tested Load: 470 psf  
 Max. Vertical Face Dim.: 7.25 inches



# Solution Options

**Client:** Bayside/Baycreek CDD

**Facility:** Pump House - Greenview Ave

**Roof Section:** Roof

Replace Options			
<b>Solution Option:</b>	Replace	<b>Action Year:</b>	2024
<b>Square Footage:</b>	1,500	<b>Expected Life (Years):</b>	32
<b>Budget Range:</b>	\$60,000.00 - \$72,000.00		

**Please note the above cost is a budget number not a firm price. A firm price would be determined by a competitive bid process.**

**This replacement includes the following and is performed by an approved contractor.**

**Abbreviated Scope of Work:**

**NOA No.:23-1011.23 Pg. 18 (-135 psf/#7)**

1. Stage all materials in decided upon area, in accordance with manufacturer's material storage instructions.
2. Remove existing roof section down to deck in a professional manner.
3. Inspect deck – replace damaged decking at pre-determined price per SqFt. Base bid to include 500 SqFt. of decking replacement.
4. Mechanically attach specified base sheet per NOA and provided fastener pattern.
5. Install 1 ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
6. Install 2<sup>nd</sup> ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
7. Install 1 ply of StressPly FR Mineral in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
8. Install all new Roxul cant strip around all curb flashings.
9. 8" minimum flashing height. 24" maximum flashing height.
10. Base flashing ply to be HPR Tri-Base Premium, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
11. Flashing cap ply to be StressPly FR Mineral, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
12. Utilize termination bars – term bars to be 3-coursed with Garla-Flex and GarMesh reinforcement scrim. Counter flashing to be installed where applicable.
13. Replace all edge metal with Garland .040 Aluminum. Shop fabricate.
14. Apply 2 coats of Garla-Brite at .5 gallons per square (return after 30 days).
15. Contractor to issue 5yr labor warranty.
16. Garland to issue 30yr NDL warranty - (+2yrs when procured through OMNIA).

Additional costs that can be included in turnkey installation: Re-installation & Re-certification of lightning protection, etc.

**The Garland Difference**

1. Assistance with specification preparation
2. Engineering Services ASCE 7-16 wind uplift calculations and drainage calculations
3. Qualified contractors to bid on the project
4. Assistance with pre-bid meetings
5. Bid analysis
6. 3 days per week on site job monitoring
7. On-line job progress reports
8. Assistance with job close out
9. Help establishing a pro-active roof maintenance program performed on an annual basis to assure performance
10. A 30 year NDL, non-prorated, roof warranty (+2 yrs when procuring through OMNIA).



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## Preliminary Pressure Calculations

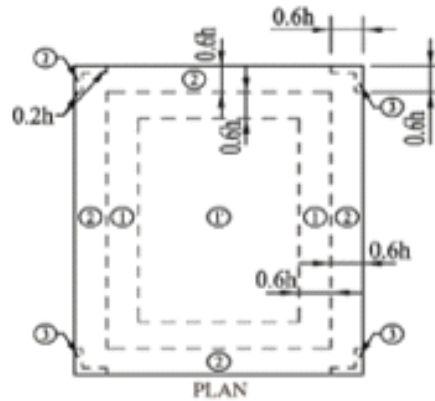
Date: 3/2/2024  
 Sales Rep: Grant Gale  
 City: Bonita Springs  
 State: FL

Project Name: Bayside/Baycreek CDD  
 Roof Sections: Pump Station Roof

Design Code	ASCE 7-22 ASD	Base Velocity Pressure	32.9 psf	Gcpi = 0.55
Exposure Category	C	Roof Type	Gable	
Risk Cat., Importance Factor	III, 1	Edge Zones		
Wind Speed	172 mph	Zone 1 width =	9'-0"	
Design Roof Height:	15 ft	Zone 2 width =	9'-0"	
Minimum Building Width:	30 ft	Zone 3 width =	3'-0"	
Roof Pitch (X, Y) 0.5 :	12	Zone 3 length =	9'-0"	
Roof Angle	2.39 deg			
Parapet ≥ 36" Entire Roof	No			
Deck Type	Wood	Zone Image	a = 9'-0"	

**Notes:**

Consult Garland's Technical team for approved coping profiles.



**Zone Pressures (psf)**

Zone 1'	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5
47.7	74.0	93.7	123.3	50.6	59.5

Wall Perimeter Wall Corner

**Overhang Pressures (psf)**


**Notes:**

Consult Garland's Technical team for approved coping profiles.



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## Fascia

Date	3/2/2024
Sales Rep	Grant Gale
City	Bonita Springs
State	FL

Project Name	Bayside/Baycreek CDD
Roof Sections	Pump Station Roof

## ANSI/SPRI ES-1 FASCIA PRELIMINARY DESIGN

### Project Data

Design Wind Speed:	172	mph
Roof Eave Height:	15.00	feet
	+	
Tallest Parapet:	0.88	feet
Metal Edge Eave Height:	15.88	feet
Exposure Category:	C	
Importance Classification:	III	

### Design Wind Pressure ASCE 7-22 ASD

Basic Velocity Pressure:	33.24	psf
Horizontal Design Pressure:	60.16	psf

### ES-1 Fascia Load

Vertical Face Dimension:	7.25	inches
Fascia Design Load:	100.46	psf

### ES-1 Tested Fascia System

Product Designation: MEA-RMF-Fascia725-A40

System Description: R-Mer Force Fascia 7.25" x 0.040" Aluminum w/ RMEBF-700 Base Frame

Maximum Tested Load:	470	psf
Max. Vertical Face Dim.:	7.25	inches

**Membrane Type:** SBS/SIS/SEBS  
**Deck Type 1:** Wood, Non-Insulated  
**Deck Description:** 19/32" APA rated, 40/20 span rating, CDX, 4-ply or greater plywood or wood plank secured to supports spaced 24" o.c. with #8 wood screws spaced 6" o.c.  
**System Type E(3):** Base sheet mechanically fastened

**All General and System Limitations apply.**

**Base Sheet:** One ply of HPR Glasbase, HPR Premium Glasbase or HPR Tri-Base Premium fastened to the deck as described below:

**Fastening:** Trufast 3" Metal Insulation plates with Trufast #14 HD Fasteners, OMG 3" Round Metal Plates with OMG Heavy Duty fasteners, OMG Flat Bottom Metal Plates with #14 Roofgrip fasteners or SFS Dekfast Galvalume Steel Hex plates with Dekfast 14 fasteners spaced 6" o.c. within 4" wide lap and 6" o.c. within three equally spaced staggered rows in the field.

**Ply Sheet:** One or more plies of HPR Glasbase, HPR Premium Glasbase or HPR Tri-Base Premium adhered with a full mopping of approved asphalt, HPR All Temp Asphalt or Garlastic KM Plus within the EVT range and at a rate of 25 lbs./sq.

**Membrane:** One ply of StressPly E FR Mineral, StressPly FR Mineral, StressPly Plus, StressPly Plus FR Mineral, StressPly EUV FR Mineral or VersiPly Mineral adhered with a full mopping of approved asphalt, HPR All Temp Asphalt or Garlastic KM Plus within the EVT range and at a rate of 25 lbs./sq.

**Surfacing:** Optional for FR or mineral surfaced Membranes. Required for non-FR or smooth surfaced membranes. Apply one of the below or any approved coatings:

1. 400 lb./sq. gravel or 300 lb./sq. slag in a flood coat of approved mopping asphalt at an application rate of 60 lb./sq. or in Black-Knight at 70 lb./sq. or Black-Knight Cold at 5 gal./sq. (asphalt applied systems only, Not compatible with Weatherking and Weatherking Plus WC applied systems)
2. Minimum two coats of Garla-Brite applied at min. 0.5 gal./sq./coat
3. Energizer K Plus FR applied at 3.5 gal./sq. with minimum two coats of Garla-Brite applied at min 0.5 gal./sq./coat
4. WeatherScreen applied at min. 4 gal./sq. with minimum two coats of Garla-Brite applied at min. 0.5 gal./sq./coat
5. WeatherScreen applied at min. 4 gal./sq. with #11 roofing granules at 60 lb./sq.
6. WeatherScreen applied at applied at min. 4 gal./sq. with roofing gravel applied at 400 lb./sq.

**Maximum Design Pressure:** -135 psf. (See General Limitation #7)



**NOA No.:** 23-1011.23  
**Expiration Date:** 12/02/28  
**Approval Date:** 11/16/23  
**Page 18 of 19**



*Abbreviated Scope of Work:*  
*NOA No.:23-1011.23 Pg. 18 (-135 psf)*

1. Stage all materials in decided upon area, in accordance with manufacturer's material storage instructions.
2. Remove existing roof section down to deck in a professional manner.
3. Inspect deck – replace damaged decking at pre-determined price per SqFt. Base bid to include 500 SqFt. of decking replacement.
4. Rosin paper to be laid/attached to the substrate.
5. Mechanically attach specified base sheet per NOA and provided fastener pattern.
6. Install all new Roxul cant strip around all curb flashings.
7. Install 1 ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
8. Install 2<sup>nd</sup> ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
9. Install 1 ply of StressPly FR Mineral in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
10. NOTE: If contractor does not install the cap sheet on the same day as felts, then felts must be glaze coated.
11. Base flashing ply to be FlexBase 80, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
12. Flashing cap ply to be StressPly FR Mineral, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
13. 8" minimum flashing height. 24" maximum flashing height.
14. Utilize termination bars – term bars to be 3-coursed with Garla-Flex and GarMesh reinforcement scrim. Counter flashing to be installed where applicable.
15. Install coping cap where applicable – utilize Garland .040 Aluminum, cleat to be Garland .050 Aluminum. Shop fabricate to meet uplift requirements.
16. Replace metal edge with Garland .040 Aluminum. Shop fabricate.
17. Apply 2 coats of Garla-Brite at .5 gallons per square (return after 30 days).
18. Contractor to issue 5yr labor warranty.
19. Garland to issue 30yr NDL warranty - (+2yrs when procured through OMNIA).

Additional costs that can be included in turnkey installation: Re-installation & Re-certification of lightning protection, etc.

## MODIFIED BITUMINOUS MEMBRANE ROOFING

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Hot Applied 3-Ply Asphalt Roofing.
- B. Accessories.
- C. Edge Treatment and Roof Penetration Flashings.

#### 1.2 REFERENCES

- A. ASTM D 41 - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing.
- B. ASTM D 312 - Standard Specification for Asphalt used in Roofing.
- C. ASTM D 451 - Standard Test Method for Sieve Analysis of Granular Mineral Surfacing for Asphalt Roofing Products.
- D. ASTM D 1079 Standard Terminology Relating to Roofing, Waterproofing and Bituminous Materials.
- E. ASTM D 1863 Standard Specification for Mineral Aggregate Used as a Protective Coating for Roofing.
- F. ASTM D 2178 Standard Specification for Asphalt Glass Felt Used in Roofing and Waterproofing.
- G. ASTM D 2824 Standard Specification for Aluminum-Pigmented Asphalt Roof Coating.
- H. ASTM D 4586 Standard Specification for Asphalt Roof Cement, Asbestos-Free.
- I. ASTM D 4601 Standard Specification for Asphalt Coated Glass Fiber Base Sheet Used in Roofing.
- J. ASTM D 5147 Standard Test Method for Sampling and Testing Modified Bituminous Sheet Materials.
- K. ASTM D 6162 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using a Combination of Polyester and Glass Fiber Reinforcements.
- L. ASTM D 6163 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Glass Fiber Reinforcements.
- M. ASTM D 6164 - Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Polyester Reinforcements.

Bayside & Bay Creek CDDs  
Pump-House Roof  
April 2024

- N. ASTM E 108 - Standard Test Methods for Fire Test of Roof Coverings
- O. National Roofing Contractors Association (NRCA): Roofing and Waterproofing Manual.
- P. Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) - Architectural Sheet Metal Manual.
- Q. Underwriters Laboratories, Inc. (UL): Fire Hazard Classifications.
- R. Warnock Hersey (WH): Fire Hazard Classifications.
- S. ANSI-SPRI ES-1 Wind Design Standard for Edge Systems used with Low Slope Roofing Systems.
- T. ASCE 7-22, Minimum Design Loads for Buildings and Other Structures
- U. UL - Fire Resistance Directory.
- V. Miami-Dade Building Code Compliance - N.O.A. (Notice of Acceptance).

1.3 DESIGN / PERFORMANCE REQUIREMENTS

- A. Perform work in accordance with all federal, state and local codes.
- B. Design Requirements:
  - 1. Uniform Wind Uplift Load Capacity
    - a. Installed roof system shall withstand negative (uplift) design wind loading pressures complying with the following criteria.
      - 1) Design Code: ASCE 7-22, Method 2 for Components and Cladding.
      - 2) Importance Category:
      - 3) Importance Factor of:
        - a) Zone '1 – 47.7
        - b) Zone 1 – 74.0
        - c) Zone 2 – 93.7
        - d) Zone 3 – 123.3
        - e) Zone 4 – 50.6
        - f) Zone 5 – 59.5
  - 2. Live Load: 20 psf, or not to exceed original building design.
  - 3. Dead Load:
    - a. Installation of new roofing materials shall not exceed the dead load capacity of the existing roof structure.
- C. Roof System membranes containing recycled or bio-based materials shall be third party certified through UL Environment.
- D. Roof system shall have been tested in compliance with the following codes and test requirements:
  - 1. Miami-Dade County:
    - a. Hot-Applied Systems Over Wood Deck
      - 1) NOA No.: 23-1011.23 pg. 18 – (-135 psf.)

1.4 SUBMITTALS

- A. Submit under provisions listed herein.
- B. Product Data: Manufacturer's data sheets on each product to be used, including:
  - 1. Preparation instructions and recommendations.
  - 2. Storage and handling requirements and recommendations.

3. Installation instructions.

- C. Shop Drawings: Submit shop drawings including installation details of roofing, flashing, fastening, insulation and vapor barrier, including notation of roof slopes and fastening patterns of insulation and base modified bitumen membrane, prior to job start.
- D. Design Pressure Calculations: Submit design pressure calculations for the roof area in accordance with ASCE 7-22 and local Building Code requirements. Include a roof system attachment analysis report, certifying the system's compliance with applicable wind load requirements before Work begins.
- E. Verification Samples: For each modified bituminous membrane ply product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.
- F. Manufacturer's Certificates: Provide to certify products meet or exceed specified requirements.
- G. Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with fire and extended coverage insurance on roofing and associated work.

1.5 QUALITY ASSURANCE

- A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.
- B. Manufacturer Qualifications: Company specializing in manufacturing products specified with documented ISO 9001 certification and minimum of twelve years of documented experience and must not have been in Chapter 11 bankruptcy during the last five years.
- C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Garland Contractor.
- D. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.
- E. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.
- F. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.6 PRE-INSTALLATION MEETINGS

- A. Convene minimum two weeks prior to commencing Work of this section.
- B. Review installation procedures and coordination required with related Work.
- C. Inspect and make notes of job conditions prior to installation:
  - 1. Record minutes of the conference and provide copies to all parties present.

2. Identify all outstanding issues in writing designating the responsible party for follow-up action and the timetable for completion.
3. Installation of roofing system shall not begin until all outstanding issues are resolved to the satisfaction of the Architect.

#### 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.
- B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.
- C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface except store KEE-Stone FB 60 rolls flat on a clean flat surface. No wet or damaged materials will be used in the application.
- D. Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50 degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away from open flame or welding sparks.
- E. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.
- F. Adhesive storage shall be between the range of above 50 degree F (10 degree C) and below 80 degree F (27 degree C). Area of storage shall be constructed for flammable storage.

#### 1.8 COORDINATION

- A. Coordinate Work with installing associated metal flashings as work of this section proceeds.

#### 1.9 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

#### 1.10 WARRANTY

- A. Upon completion of the work, provide the Manufacturer's written and signed NDL Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.
  1. Warranty Period:
    - a. 30 years from date of acceptance.
- B. Installer is to guarantee all work against defects in materials and workmanship for a period indicated following final acceptance of the Work.
  1. Warranty Period:
    - a. 5 years from date of acceptance.

### PART 2 PRODUCTS

#### 2.1 MANUFACTURERS



Bayside & Bay Creek CDDs  
Pump-House Roof  
April 2024

- A. Acceptable Manufacturer: Garland Company, Inc. (The); 3800 E. 91st St., Cleveland, OH 44105. ASD. Toll Free: 800-321-9336. Phone: 216-641-7500. Fax: 216-641-0633. Web Site: [www.garlandco.com](http://www.garlandco.com).
  - 1. Contact: Grant Gale; [ggale@garlandco.com](mailto:ggale@garlandco.com) ; (M) (239) 220-8175

## 2.2 HOT APPLIED 3-PLY ASPHALT ROOFING - STRESSPLY, OPTIMAX, AND VERSIPLY

- A. Nailable Base Sheet: One ply fastened to the deck per wind uplift calculations.
  - 1. HPR Glasbase:
- B. Base (Ply) Sheet: Two plies bonded to the prepared substrate with Interply Adhesive:
  - 1. HPR Glasfelt:
- C. Modified Cap (Ply) Sheet: One ply bonded to the prepared substrate with interply Adhesive.
  - 1. StressPly FR Mineral:
- D. Interply Adhesive: (1, 2 and 3)
  - 1. HPR All-Temp Asphalt:
- E. Flashing Base Ply: One ply bonded to the prepared substrate with Interply Adhesive:
  - 1. FlexBase 80:
- F. Flashing Cap (Ply) Sheet: One ply bonded to the prepared substrate with Interply Adhesive:
  - 1. StressPly FR Mineral:
- G. Flashing Ply Adhesive:
  - 1. HPR All-Temp Asphalt:
- H. Surfacing:
  - 1. Surface Coatings
    - a. Garla-Brite:

## 2.3 ACCESSORIES:

- A. Nails and Fasteners: Non-ferrous metal or galvanized steel, except that hard copper nails shall be used with copper; aluminum or stainless steel nails shall be used with aluminum; and stainless steel nails shall be used with stainless steel, Fasteners shall be self-clinching type of penetrating type as recommended by the deck manufacturer. Fasten nails and fasteners flush-driven through flat metal discs not less than 1 inch (25 mm) diameter. Omit metal discs when one-piece composite nails or fasteners with heads not less than 1 inch (25 mm) diameter are used.
- B. Sealant - Green-Lock Structural Adhesive: Single component, 100% solids structural adhesive as furnished and recommended by the membrane manufacturer.
  - 1. Elongation, ASTM D 412: 300%
  - 2. Hardness, Shore A, ASTM C 920: 50
  - 3. Shear Strength, ASTM D 1002: 300 psi
- C. Garla-Flex: Elastomeric, asphaltic mastic designed to seal roof joints and other construction details subject to considerable movement.
  - 1. Sag @ 77 degrees Fahrenheit – ¼" thick (ASTM D 4586)
  - 2. Non-Volatile (ASTM D 4586) – Typical 75%
- D. GarMesh: Styrene-Butadiene-Rubber (SBR) coated, woven, fiberglass scrim with a distinct orange color that contrasts with bitumens to ensure complete coverage.
  - 1. Tensile Strength per 1" width – Warp Threads – 75 min. / Filling Threads – 75min.
- E. Butyl Tape: 100% solids, asbestos free and compressive tape designed to seal as

recommended and furnished by the membrane manufacturer.

- F. Glass Fiber Cant - Glass Cant: Continuous triangular cross Section made of inorganic fibrous glass used as a cant strip as recommended and furnished by the membrane manufacturer.

#### 2.4 PERIMETER EDGE AND ROOF PENETRATION FLASHINGS

- A. Parapet Wall Coping: .040 Aluminum
  1. Refer to detail provided. Shop fabricate.
  2. Adhere to wind uplift requirements.
  3. Garland .040 Aluminum, Standard Color Selection.
  4. Garland .050 Aluminum to be used for cleat. Standard Color Selection.
  5. Fabricate and provide the cleat per wind uplift requirements.
- B. Edge Metal: .040 Aluminum
  1. Refer to detail provided. Shop fabricate.
  2. Adhere to wind uplift requirements.
  3. Garland .040 Aluminum, Kynar Finish, Standard Color Selection.

### PART 3 EXECUTION

#### 3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. Inspect and approve the deck condition, slopes and fastener backing if applicable, parapet walls, expansion joints, roof drains, stack vents, vent outlets, nailers and surfaces and elements.
- C. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.
- D. If substrate preparation and other conditions are the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

#### 3.2 PREPARATION

- A. General: Clean surfaces thoroughly prior to installation.
  1. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
  2. Fill substrate surface voids that are greater than 1/4 inch wide with an acceptable fill material.
  3. Roof surface to receive roofing system shall be smooth, clean, free from loose gravel, dirt and debris, dry and structurally sound.
  4. Wherever necessary, all surfaces to receive roofing materials shall be power broom and vacuumed to remove debris and loose matter prior to starting work.
  5. Do not apply roofing during inclement weather. Do not apply roofing membrane to damp, frozen, dirty, or dusty surfaces.
  6. Fasteners and plates for fastening components mechanically to the substrate shall provide a minimum pull-out capacity of 300 lbs. (136 k) per fastener. Base or ply sheets attached with cap nails require a minimum pullout capacity of 40 lb. per nail.
  7. Prime decks where required, in accordance with requirements and recommendations of the primer and deck manufacturer.
- B. Wood Deck:
  1. Dimensional wood deck shall be minimum 1 inch (25 mm) thick, knotholes and cracks larger than 1/4 inch shall be covered with sheet metal. All boards shall be

appropriately nailed and have adequate end bearing to the centers of beams/rafters. Lumber shall be kiln dried.

2. Plywood shall be a minimum 15/32 inch (11.9 mm) thick and conform to the standards and installation requirements of the American Plywood Association (APA).
3. If no roof insulation is specified, provide a suitable dry sheathing paper, followed by an approved base sheet nailed appropriately for the specified roof system, with 1 inch (25 mm) diameter caps and annular nails unless otherwise required by the applicable Code or Approval agency.
4. Insulation is to be mechanically attached in accordance with the insulation manufacturer's recommendations unless otherwise required by the applicable Code.
5. In all retrofit roof applications, it is required that deck be inspected for defects. Any defects are to be corrected per the deck manufacturer's recommendations and standards of the APA/Engineered Wood Association prior to new roof application.
6. Light metal wall ties or other structural metal exposed on top of the wood deck shall be covered with one ply of a heavy roofing sheet, such as HPR Glasbase Base Sheet, extending 2 inches to 6 inches (51 mm to 152 mm) beyond the metal in all directions. Nail in place before applying the base ply.

### 3.3 INSTALLATION - GENERAL

- A. Install modified bitumen membranes and flashings in accordance with manufacturer's instructions and with the recommendations provided by the National Roofing Contractors Association's Roofing & Waterproofing Manual, the Asphalt Roofing Manufacturers Association, and applicable codes.
- B. General: Avoid installation of modified bitumen membranes at temperatures lower than 40-45 degrees F. When work at such temperatures unavoidable use the following precautions:
  1. Take extra care during cold weather installation and when ambient temperatures are affected by wind or humidity, to ensure adequate bonding is achieved between the surfaces to be joined. Use extra care at material seam welds and where adhesion of the applied product to the appropriately prepared substrate as the substrate can be affected by such temperature constraints as well.
  2. Unrolling of cold materials, under low ambient conditions must be avoided to prevent the likelihood of unnecessary stress cracking. Rolls must be at least 40 degrees F at the time of application. If the membrane roll becomes stiff or difficult to install, it must be replaced with roll from a heated storage area.
- C. Commence installation of the roofing system at the lowest point of the roof (or roof area), working up the slope toward the highest point. Lap sheets shingle fashion so as to constantly shed water

### 3.4 INSTALLATION HOT APPLIED ROOF SYSTEM

- A. Note: Contractor must have a laser thermometer on the job-site during the project and is required to take temperature readings of the asphalt in the kettle, and at the time of application. The contractor must get photo documentation of these readings multiple times each day at different points throughout the installation. Photo documentation must be submitted to the manufacturer's rep at the end of each day. The temperatures must be within acceptable range listed on Manufacturer data sheets. The manufacturer's rep will also take these readings while on-site, when applicable.
- B. Base/Felt Ply(s): Install base sheet or felt plies in twenty five (25) lbs (11.3kg) per square of bitumen shingled uniformly to achieve one or more plies over the entire prepared substrate. Shingle in direction of slope of roof to shed water on each area of roof. Do not step on base rolls until asphalt has cooled, fish mouths should be cut and patched.
  1. Lap ply sheet ends 8 inches (203 mm). Stagger end laps 2 inches (304mm) minimum.
  2. Install base flashing ply to all perimeter and projection details after membrane

- application.
3. Extend plies 2 inches beyond top edges of cants at wall and projection bases.
  4. Install base flashing ply to all perimeter and projection details.
  5. Allow the one ply of base sheet to cure at least 30 minutes before installing the modified membrane. However, the modified membrane must be installed the same day as the base plies.
- C. Modified Cap Ply(s): Solidly bond the modified membrane to the base layers with specified material at the rate of 25 to thirty 30 lbs. (11-13kg) per 100 square feet.
1. Roll must push a puddle of hot material in front of it with material slightly visible at all side laps. Use care to eliminate air entrapment under the membrane. Exercise care during application to eliminate air entrapment under the membrane.
  2. Apply pressure to all seams to ensure that the laps are solidly bonded to substrate.
  3. Install subsequent rolls of modified membrane as above with a minimum of 4 inch (101 mm) side laps and 8 inch (203 mm) end laps. Stagger end laps. Apply membrane in the same direction as the previous layers but stagger the laps so they do not coincide with the laps of the base layers.
  4. Apply hot material no more than 5 feet (1.5 m) ahead of each roll being embedded.
  5. Extend membrane 2 inches (50 mm) beyond top edge of all cants in full moppings of the specified hot material.
- D. Fibrous Cant Strips: Provide non-combustible perlite or glass fiber cant strips at all wall/curb detail treatments where angle changes are greater than 45 degrees. Cant may be set in approved cold adhesives, hot asphalt or mechanically attached with approved plates and fasteners.
- E. Wood Blocking, Nailers and Cant Strips: Provide wood blocking, nailers and cant strips as specified in Section 06114.
1. Provide nailers at all roof perimeters and penetrations for fastening membrane flashings and sheet metal components.
  2. Wood nailers should match the height of any insulation, providing a smooth and even transition between flashing and insulation areas.
  3. Nailer lengths should be spaced with a minimum 1/8 inch gap for expansion and contraction between each length or change of direction.
  4. Nailers and flashings should be fastened in accordance with Factory Mutual "Loss Prevention Data Sheet 1- 49, Perimeter Flashing" and be designed to be capable of resisting a minimum force of 200 lbs/lineal foot in any direction.
- F. Metal Work: Provide metal flashings, counter flashings, parapet coping caps and thru-wall flashings as specified in Section 07620 or Section 07710. Install in accordance with the SMACNA "Architectural Sheet Metal Manual" or the NRCA Roofing Waterproofing manual.
- G. Termination Bar: Provide a metal termination bar or approved top edge securement at the terminus of all flashing sheets at walls and curbs. Fasten the bar a minimum of 8 inches (203 mm) o/c to achieve constant compression. Provide three-course reinforcement over the termination bar, prior to installing counter-flashing.
- H. Flashing Base Ply: Install flashing sheets by the same application method used for the base ply.
1. Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
  2. Prepare all walls, penetrations, expansion joints and surfaces to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
  3. Adhere to the underlying base flashing ply with specified hot material unless otherwise noted in these specifications. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.

4. Solidly adhere the entire sheet of flashing membrane to the substrate.
  5. Seal all vertical laps of flashing membrane with a three-course application of trowel-grade mastic and mesh.
  6. Coordinate counter flashing, cap flashings, expansion joints, and similar work with modified bitumen roofing work as specified.
  7. Coordinate roof accessories, miscellaneous sheet metal accessory items, including piping vents and other devices with the roofing system work.
- I. Flashing Cap Ply: Install flashing cap sheets by the same application method used for the cap ply.
1. Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
  2. Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
  3. Adhere to the underlying base flashing ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
  4. Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
  5. Coordinate roof accessories, miscellaneous sheet metal accessory items with the roofing system work.
  6. All stripping shall be installed prior to flashing cap sheet installation.
  7. Heat and scrape granules when welding or adhering at cut areas and seams to granular surfaces at all flashings.
  8. Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed, or nailed 4 inches on center and covered with an acceptable counter flashing.
- J. Surface Coatings: Apply roof coatings in strict conformance with the manufacturer's recommended procedures.

### 3.5 INSTALLATION EDGE TREATMENT AND ROOF PENETRATION FLASHING

- A. Metal Edge:
1. Inspect the nailers to assure proper attachment and configuration.
  2. Run one ply over the edge. Assure coverage of all wood nailers. Fasten plies with ring shank nails at 8 inches (203 mm) o.c.
  3. Install continuous cleat and fasten at 6 inches (152 mm) o.c.
  4. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailers every 3 inches (76 mm) o.c. staggered.
  5. Prime metal edge at a rate of 100 square feet per gallon and allow to dry. Do not prime for Green-Lock System lightly sand metal to improve bond.
  6. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) on to the field of roof. Assure ply laps do not coincide with metal laps.
  7. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Seal outside edge with rubberized cement.
- B. Coping Cap:
1. Minimum flashing height is 8 inches (203 mm) above finished roof height. Maximum flashing height is 24 inches (609 mm). Prime vertical wall at a rate of 100 square feet per gallon and allow to dry.
  2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
  3. Attach tapered board to top of wall.
  4. Install base flashing ply covering entire wall and wrapped over top of wall and down face with 6 inches (152 mm) on to field of roof and set in cold asphalt. Nail membrane



- at 8 inches (203 mm) o.c.
  5. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all seams and allow to cure and aluminize.
  6. Install continuous cleat and fasten at 6 inches (152 mm) o.c. to outside wall.
  7. Install new metal coping cap hooked to continuous cleat.
  8. Fasten inside cap 24 inches (609 mm) o.c. with approved fasteners and neoprene washers through slotted holes, which allow for expansion and contraction.
- C. Curb Detail/Air Handling Station:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
  2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
  3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
  4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
  5. Install pre-manufactured counterflashing with fasteners and neoprene washers or per manufacturer's recommendations.
  6. Set equipment on neoprene pad and fasten as required by equipment manufacturer.
- D. Exhaust Fan:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
  2. Set cant in bitumen. Run all plies over cant a minimum of 2 inches (50 mm).
  3. Install base flashing ply covering curb with 6 inches (152 mm) on to field of the roof.
  4. Install a second ply of modified flashing ply installed over the base flashing ply, 9 inches (228 mm) on to field of the roof. Attach top of membrane to top of wood curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
  5. Install metal exhaust fan over the wood nailers and flashing to act as counterflashing. Fasten per manufacturer's recommendation.

### 3.6 CLEANING

- A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.
- B. Remove asphalt markings from finished surfaces.
- C. Repair or replace defaced or disfigured finishes caused by Work of this section.

### 3.7 PROTECTION

- A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes and the like to protect personnel, roofs and structures, vehicles and utilities.
- B. Protect exposed surfaces of finished walls with tarps to prevent damage.
- C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.
- D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.
- E. Special permission shall be obtained from the Manufacturer before any traffic shall be

permitted over new roofing.

### 3.8 FIELD QUALITY CONTROL

- A. Inspection: Provide manufacturer's field observations at start-up and at intervals of approximately 3 times per week until completion. Provide a final inspection upon completion of the Work.
  - 1. Warranty shall be issued upon manufacturer's acceptance of the installation.
  - 2. Field observations shall be performed by a Representative employed full-time by the manufacturer and whose primary job description is to assist, inspect and approve membrane installations for the manufacturer.
  - 3. Provide observation reports from the Representative indicating procedures followed, weather conditions and any discrepancies found during inspection.
  - 4. Provide a final report from the Representative, certifying that the roofing system has been satisfactorily installed according to the project specifications, approved details and good general roofing practice.
  
- B. Any failure by the Architect, the Owner's Representative, the Project Manager, or the roofing manufacturer's Technical Field Representative to observe, detect, pinpoint, or object to any defect or noncompliance with the requirements of the Roofing Manufacturer's requirements, the Contract Documents, the Project Specifications, the approved Shop Drawings, and Engineering Data, and/or the Roofing Manufacturer's standard details – of work in progress or completed work – shall not relieve the Contractor of, or reduce, or in any way limit, his responsibility of full performance of the work required of him under the requirements of the Roofing Manufacturer, the Contract Documents, the Project Specifications, the approved Shop Drawings and Engineering Data, and/or the Roofing Manufacturer's standard details.

### 3.9 SCHEDULES

- A. Base (Ply) Sheet:
  - 1. HPR Glasfelt: ASTM D 2178 Type IV, Asphalt saturated fiberglass felt.
    - a. Meets or Exceeds ASTM D 2178 Type IV Performance Criteria.
  
- B. Modified Cap (Ply) Sheet:
  - 1. StressPly FR Mineral: 145 mil SBS (Styrene-Butadiene-Styrene) mineral surfaced, rubber modified roofing membrane with fire retardant characteristics, and dual fiberglass reinforced scrim. ASTM D 6163, Type III Grade G
    - a. Tensile Strength, ASTM D 5147
      - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 225 lbf/in XD 225 lbf/in
      - 2) 50 mm/min. @ 23 +/- 2 deg. C MD 39.0 kN/m XD 39.0 kN/m
    - b. Tear Strength, ASTM D 5147
      - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 300 lbf XD 300 lbf
      - 2) (50 mm/min. @ 23 +/- 2 deg. C MD 1335 N XD 1335 N
    - c. Elongation at Maximum Tensile, ASTM D 5147
      - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 6% XD 8%
      - 2) 50 mm/min. @ 23 +/- 2 deg. C MD 6% XD 8%
    - d. Low Temperature Flexibility, ASTM D 5147, Passes -15 deg. F (-26 deg. C)
  
- C. Interply Adhesive:
  - 1. HPR All-Temp Asphalt: Hot Bitumen, high penetration, high softening point mopping asphalt having the following characteristics:
    - a. Softening Point 225 deg. F - 235 deg. F
    - b. Flash Point 525 deg. F
    - c. Penetration @ 77 deg. F 16-20 units
    - d. Ductility @ 77 deg. F 1.5-2.0 cm
  
- D. Flashing Base Ply:

1. FlexBase 80: 80 mil SBS (Styrene-Butadiene-Styrene) rubber modified roofing base sheet reinforced with a dual fiberglass reinforced scrim, performance requirements according to ASTM D 5147.
  - a. Tensile Strength, ASTM D 5147
    - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 225 lbf/in XD 225 lbf/in
    - 2) 50 mm/min. @ 23 +/- 2 deg. C MD 39.0 kN/m XD 39 kN/m
  - b. Tear Strength, ASTM D 5147
    - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 300 lbf XD 300 lbf
    - 2) 50 mm/min. @ 23 +/- 2 deg. C MD 1335 N XD 1335 N
  - c. Elongation at Maximum Tensile, ASTM D 5147
    - 1) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 7% XD 7%
    - 2) 50 mm/min. @ 23 +/- 2 deg. C MD 7% XD 7%
  - d. Low Temperature Flexibility, ASTM D 5147:
    - 1) Passes -30 deg. F (-34.4 deg. C)
- E. Flashing Ply Adhesive:
  1. HPR All-Temp Asphalt: Hot Bitumen, high penetration, high softening point mopping asphalt having the following characteristics:
    - a. Softening Point 225 deg. F - 235 deg. F
    - b. Flash Point 525 deg. F
    - c. Penetration @ 77 deg. F 16-20 units
    - d. Ductility @ 77 deg. F 1.5-2.0 cm
- F. Surfacing:
  1. Flashing Cap (Ply) Sheet:
    - a. StressPly FR Mineral: 145 mil SBS (Styrene-Butadiene-Styrene) mineral surfaced, rubber modified roofing membrane with fire retardant characteristics, and dual fiberglass reinforced scrim. ASTM D 6163, Type III Grade G
      - 1) Tensile Strength, ASTM D 5147
        - a) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 225 lbf/in XD 225 lbf/in
        - b) 50 mm/min. @ 23 +/- 2 deg. C MD 39.0 kN/m XD 39.0 kN/m
      - 2) Tear Strength, ASTM D 5147
        - a) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 300 lbf XD 300 lbf
        - b) (50 mm/min. @ 23 +/- 2 deg. C MD 1335 N XD 1335 N
      - 3) Elongation at Maximum Tensile, ASTM D 5147
        - a) 2 in/min. @ 73.4 +/- 3.6 deg. F MD 6% XD 8%
        - b) 50 mm/min. @ 23 +/- 2 deg. C MD 6% XD 8%
      - 4) Low Temperature Flexibility, ASTM D 5147, Passes -15 deg. F (-26 deg. C)
  2. Surface Coatings:
    - a. Surfacing:
      - 1) Garla-Brite: ASTM D 2824 aluminum coating non-fibered aluminum roof coating non-fibered aluminum roof coating having the following characteristics:
        - a) Flash Point 103 deg. F (39 deg. C) min.
        - b) Weight/Gallon 7.9 lbs./gal. (1.0 g/cm<sup>3</sup>)

END OF SECTION



# THE GARLAND COMPANY, INC.

HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197  
p. (216) 641-7500 • f. (216) 641-0633 • 800-321-9336 • www.garlandco.com

**Date:** April, 16<sup>th</sup>, 2024

**To:** Bidding Contractors

**Re:** Bayside/Baycreek CDD

## PROJECT SPECIFIC ADDENDUM I

### 1.0

#### Access

- **Work Days: Monday- Saturday (No Sundays)**
- **Work Hours: 7am – 7pm**
- **Front gate guards will be alerted to let crews in when they arrive.**
- **Provide porta-potty as no bathroom on-site.**

### 2.0

#### Add/Alternate (don't put in the base bid)

- **Replace (2) vents that are currently not in working condition, flash per Garland detail (electrical by others).**

### 3.0

#### Delete Existing Vents

- **Delete (2) vents on this side of the facility (golf-course managed side – closest to stairs).**

### 4.0

#### Masonry Wall

- **On the exterior rear and sides of the facility, where there is currently poorly terminated membrane, we will be removing the existing flashing/membrane, and we will be using Seal-A-Pore. The current detail is not working and Seal-A-Pore will save on labor and material cost for the owner.**

### 5.0

#### Lightning Protection

- **Remove existing lightning protection from the roof surface and set aside (keep it attached to the fence). Once the roof is complete, put the lightning protection back down as it was previously. Utilize Green-Lock Sealant. Lightning protection will be re-certified by others.**
- **Note: this will be done after roof is coated in Garla-Brite.**

Respectfully Submitted,  
Grant Gale  
The Garland Company, Inc.  
C: 239.220.8175  
E: [ggale@garlandind.com](mailto:ggale@garlandind.com)



# **THE GARLAND COMPANY, INC.**

**HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS**

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197  
p. (216) 641-7500 • f. (216) 641-0633 • 800-321-9336 • [www.garlandco.com](http://www.garlandco.com)

**Date:** April, 25, 2024

**To:** Bidding Contractors

**Re:** Bayside/Baycreek CDD

## **PROJECT SPECIFIC ADDENDUM II**

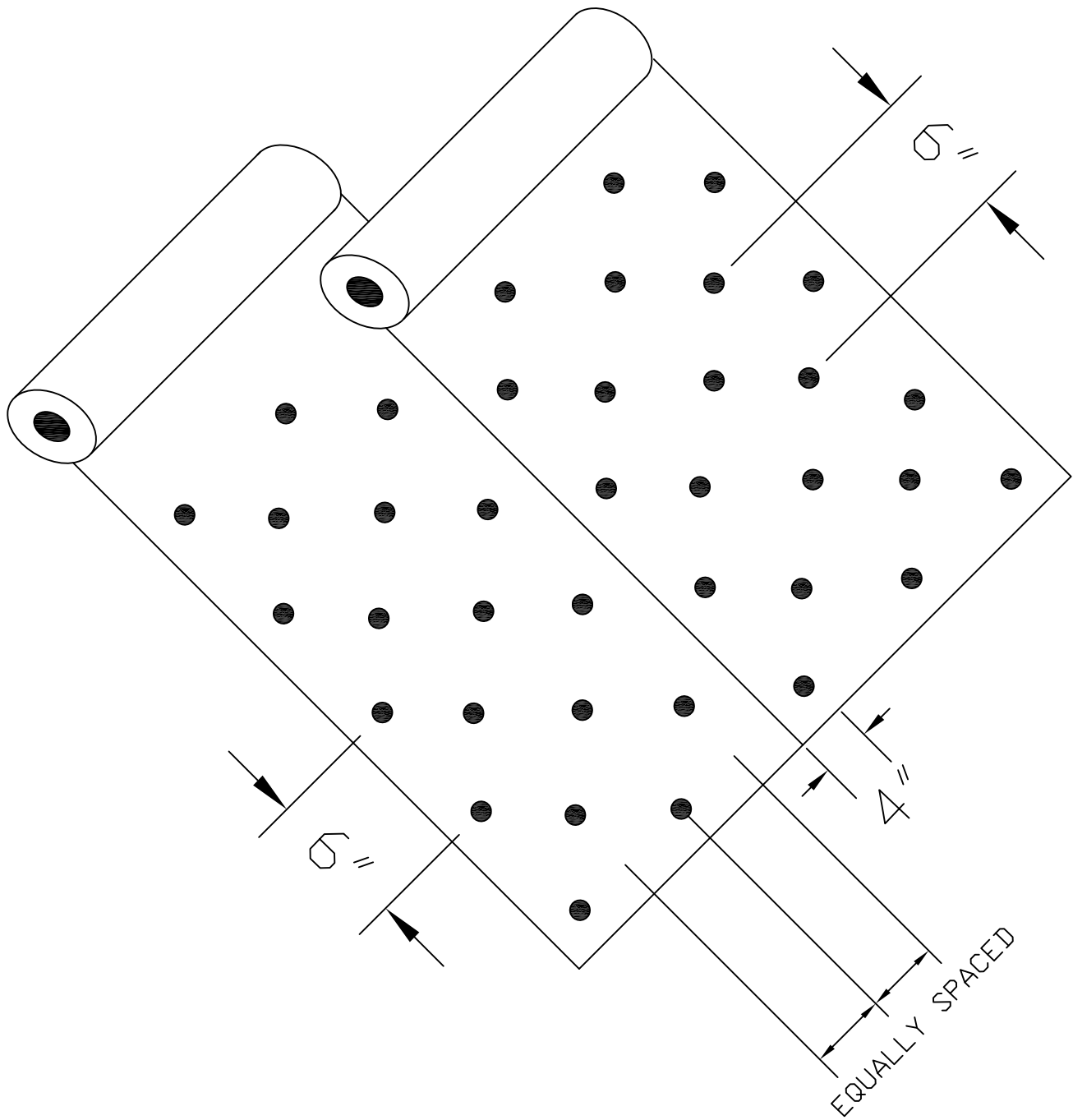
### **1.0**

#### **Sheet Update**

- **Note: Where specification and scope of work calls for HPR Glasfelt – we are utilizing HPR GlasBase.**
- **Due date will be moved to Friday, 4/26 @5pm.**

Respectfully Submitted,  
Grant Gale  
The Garland Company, Inc.  
C: 239.220.8175  
E: [ggale@garlandind.com](mailto:ggale@garlandind.com)



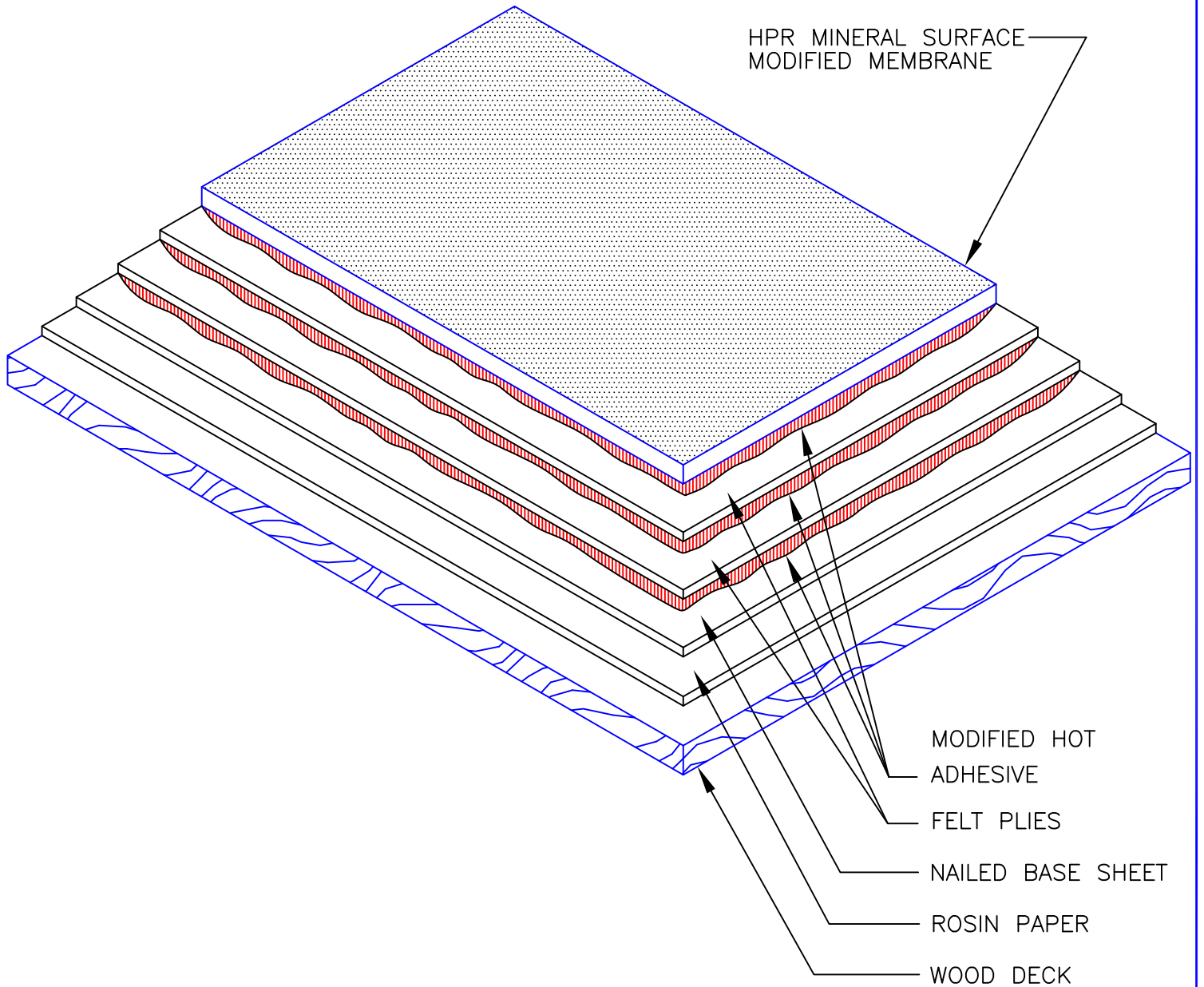


*THE GARLAND COMPANY, INC.*

3800 EAST 91st STREET  
 CLEVELAND, OHIO 44105-2197  
 —PHONE 1-800-321-9336—  
 FAX 1-216-641-0633

DETAIL: BASIC 6X6 FASTENING PATTERN  
 WITH THREE CENTERED ROWS

SECTION:  
 BASE SHEET FASTENER PATTERN



ALL PLIES SET IN BITUMEN  
SEE SPECIFICATION FOR SURFACING

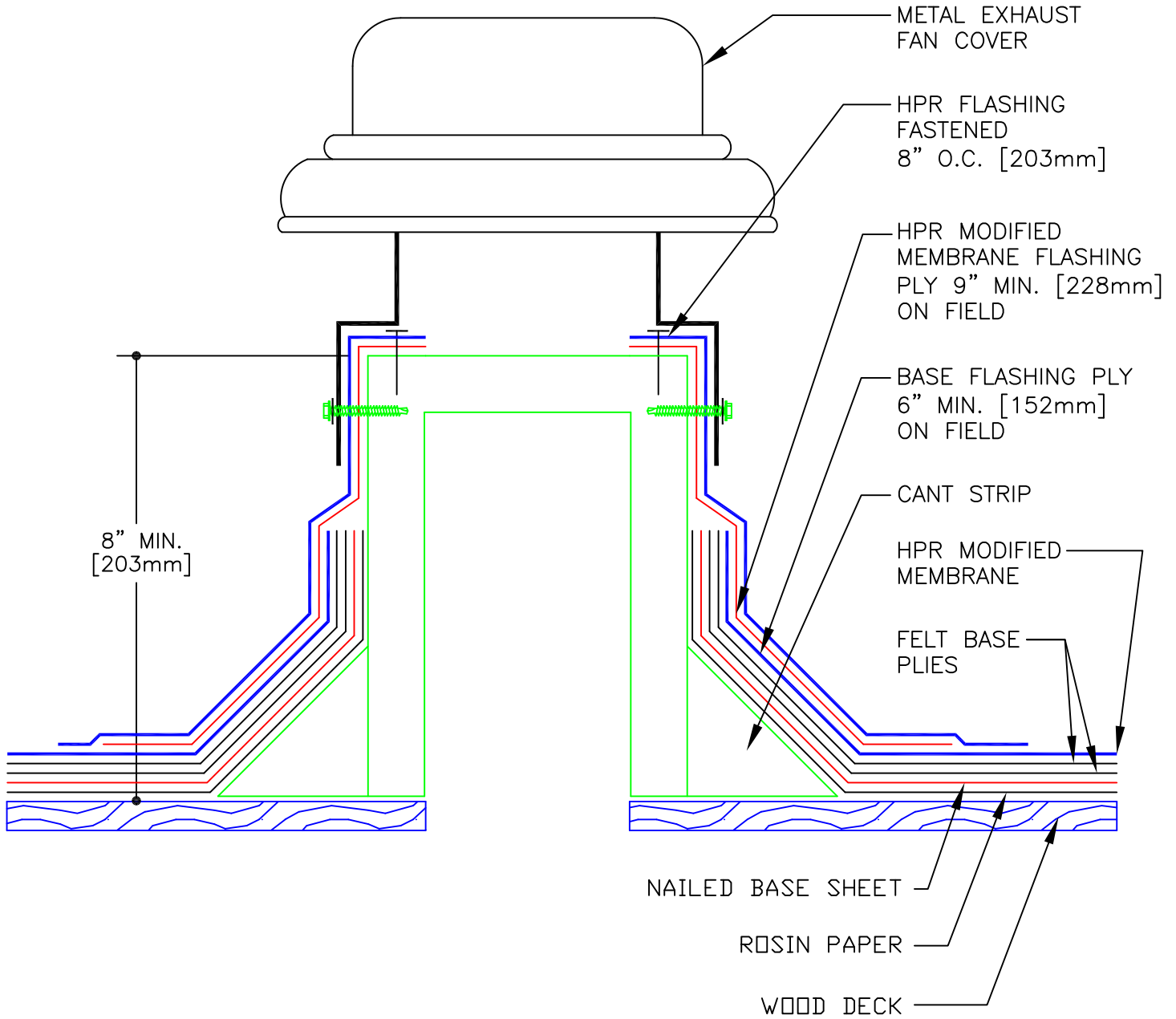


THE GARLAND COMPANY, INC.  
 GARLAND CANADA, INC.  
 THE GARLAND COMPANY UK, LTD

DETAIL:

MINERAL FINISH

HOT APPLIED



ALL PLYS SET IN BITUMEN  
SEE SPECIFICATIONS FOR SURFACING



THE GARLAND COMPANY, INC.  
 GARLAND CANADA, INC.  
 THE GARLAND COMPANY UK, LTD

DETAIL:

# EXHAUST FAN DETAIL

HOT APPLIED

BASE OF UNIT EXTENDS  
1/2" MINIMUM [13mm]  
BEYOND AND DOWN OVER  
TOP OF CURB

SEALING MATERIAL—MUST  
BE CONTINUOUS ON THE  
PERIMETER

WOOD NAILER NOMINAL  
2" X 4" [51mm X 102mm]

FLASHING RECEIVER

8" MIN.  
[203mm]

1" MIN. [25mm]

FASTENERS 8"  
O.C. [203mm]

COUNTERFLASHING

HPR MODIFIED  
MEMBRANE FLASHING  
PLY 9" MIN.  
[228mm] ON FIELD

BASE FLASHING  
PLY 6" MIN.  
[152mm] ON FIELD

HPR MODIFIED  
MEMBRANE

WOOD DECK

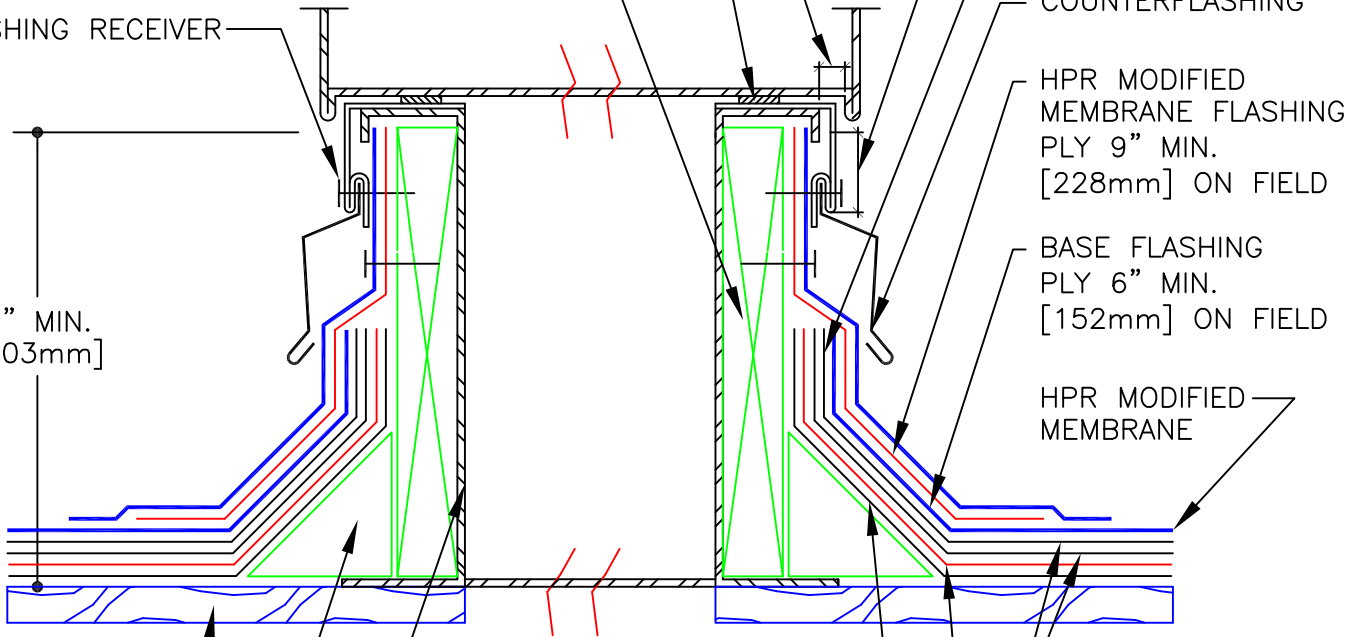
CANT STRIP

UNIT MOUNTING CURB

FELT PLIES

NAILED BASE SHEET

ROSIN PAPER



ALL PLIES SET IN BITUMEN  
SEE SPECIFICATIONS FOR SURFACING

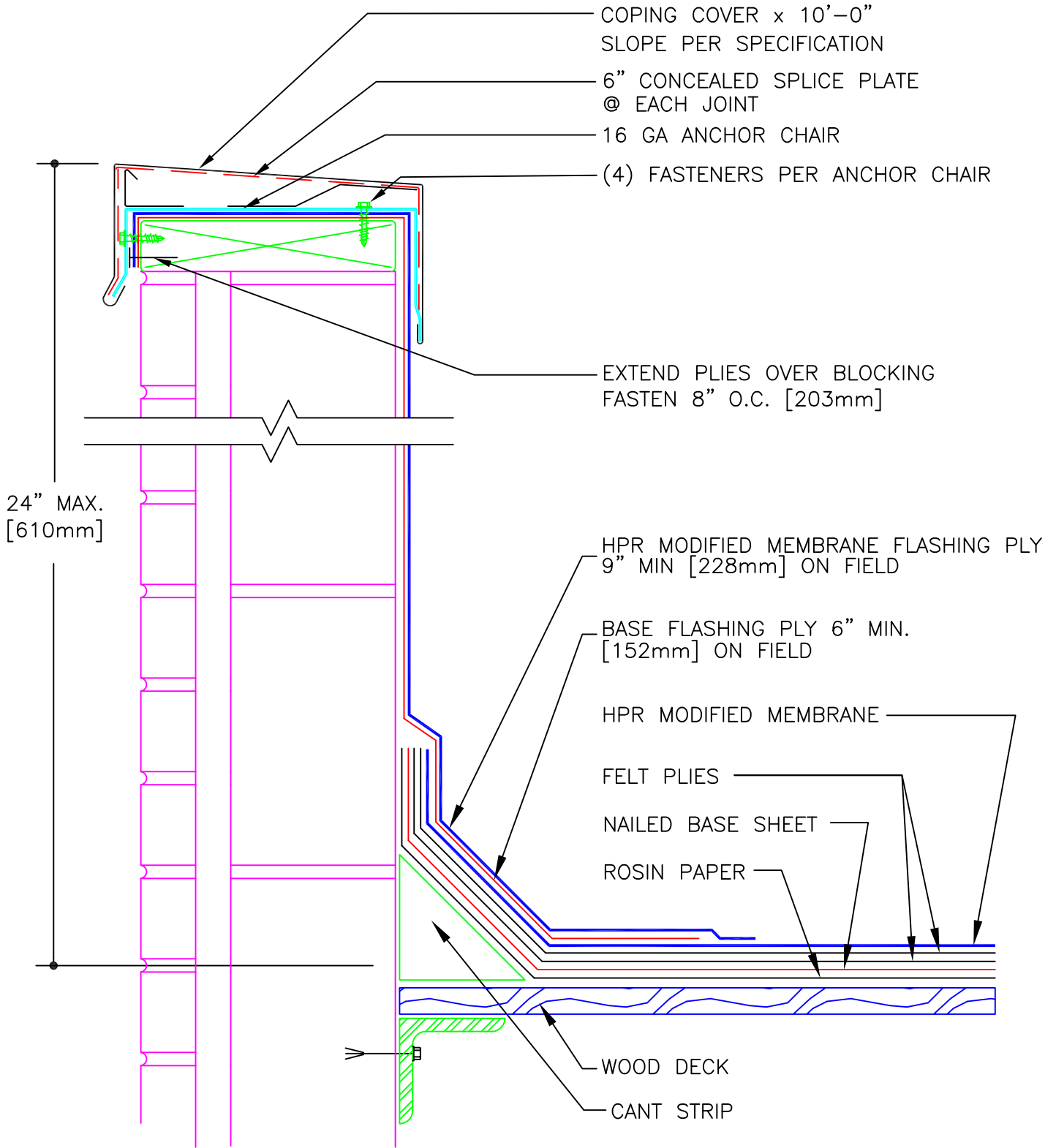


THE GARLAND COMPANY, INC.  
GARLAND CANADA, INC.  
THE GARLAND COMPANY UK, LTD

DETAIL:

CURB DETAIL / HANDLING STATION

HOT APPLIED



ALL PLYS SET IN BITUMEN SEE SPECIFICATIONS FOR SURFACING



THE GARLAND COMPANY, INC.

GARLAND CANADA, INC.

THE GARLAND COMPANY UK, LTD

DETAIL:

C O P I N G      C A P

HOT APPLIED



**COPING**

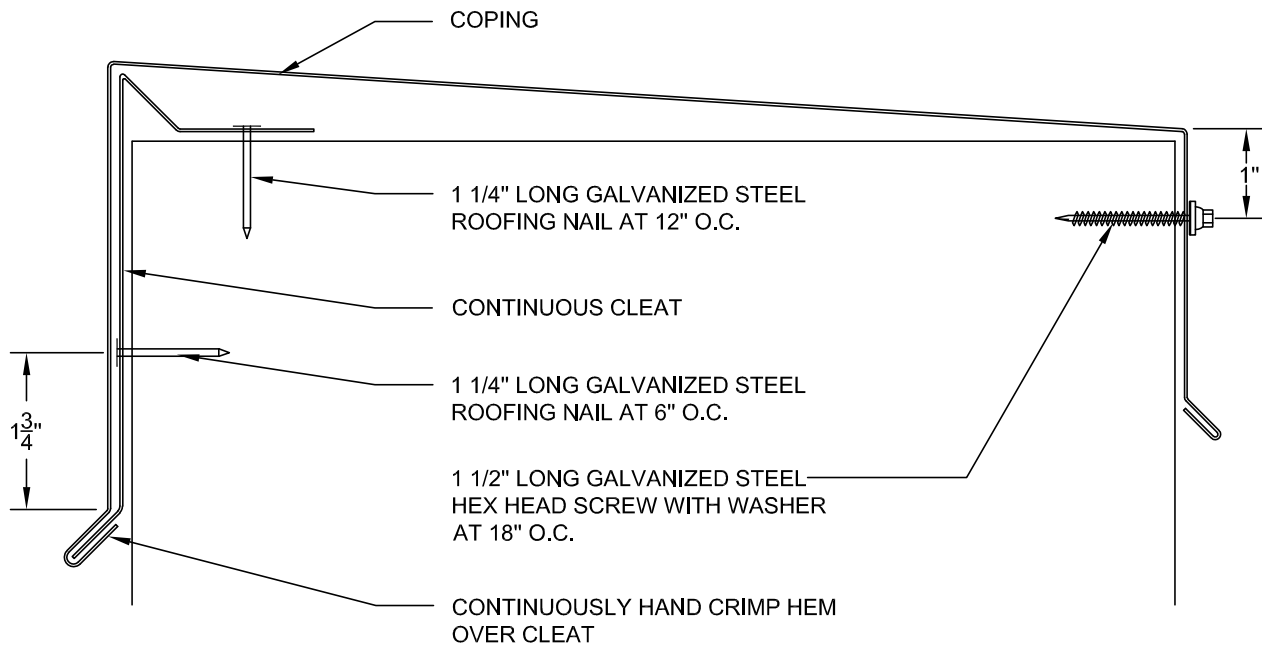
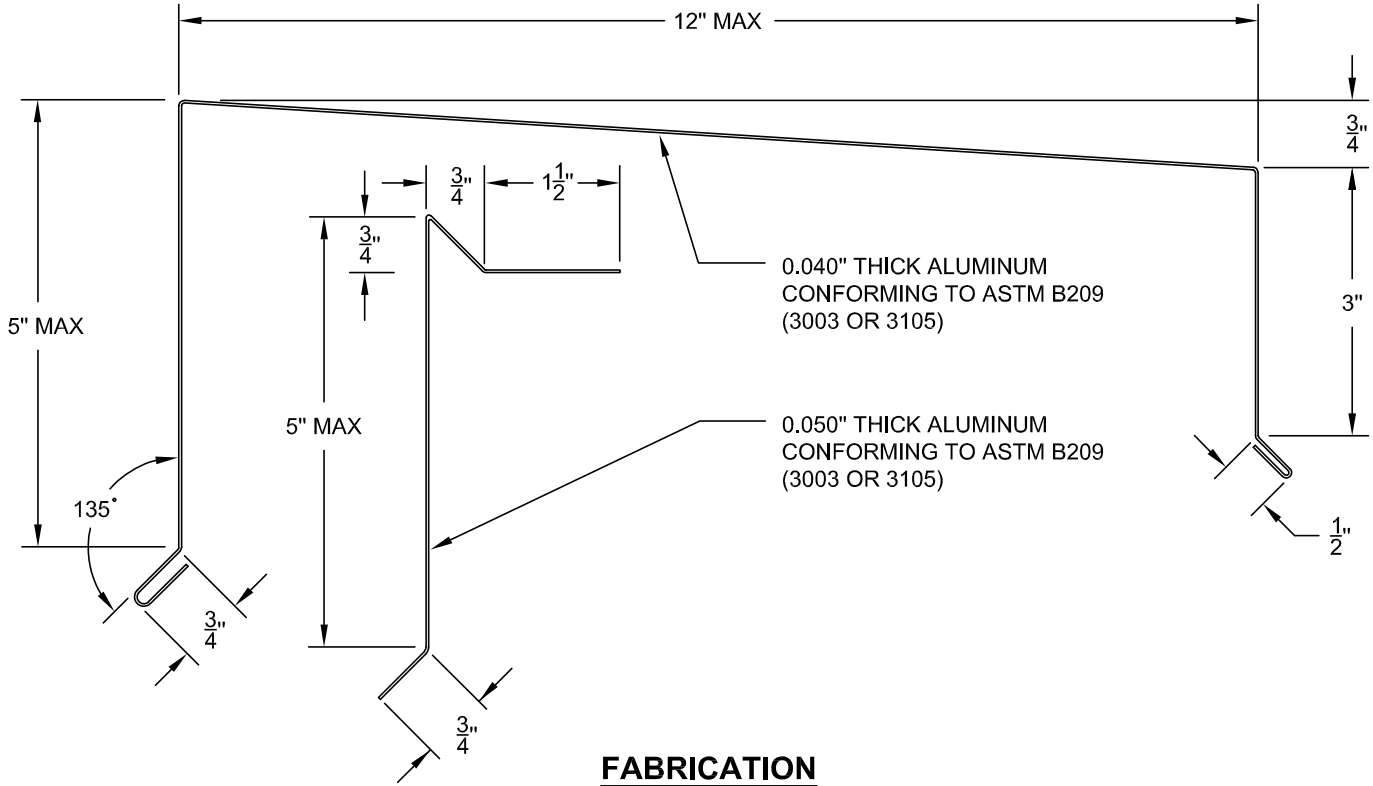
- 0.040" ALUMINUM
- 0.050" ALUMINUM CLEAT
- CONTINUOUS FRONT FACE CLEAT AND GASKETED BACK FACE FASTENER

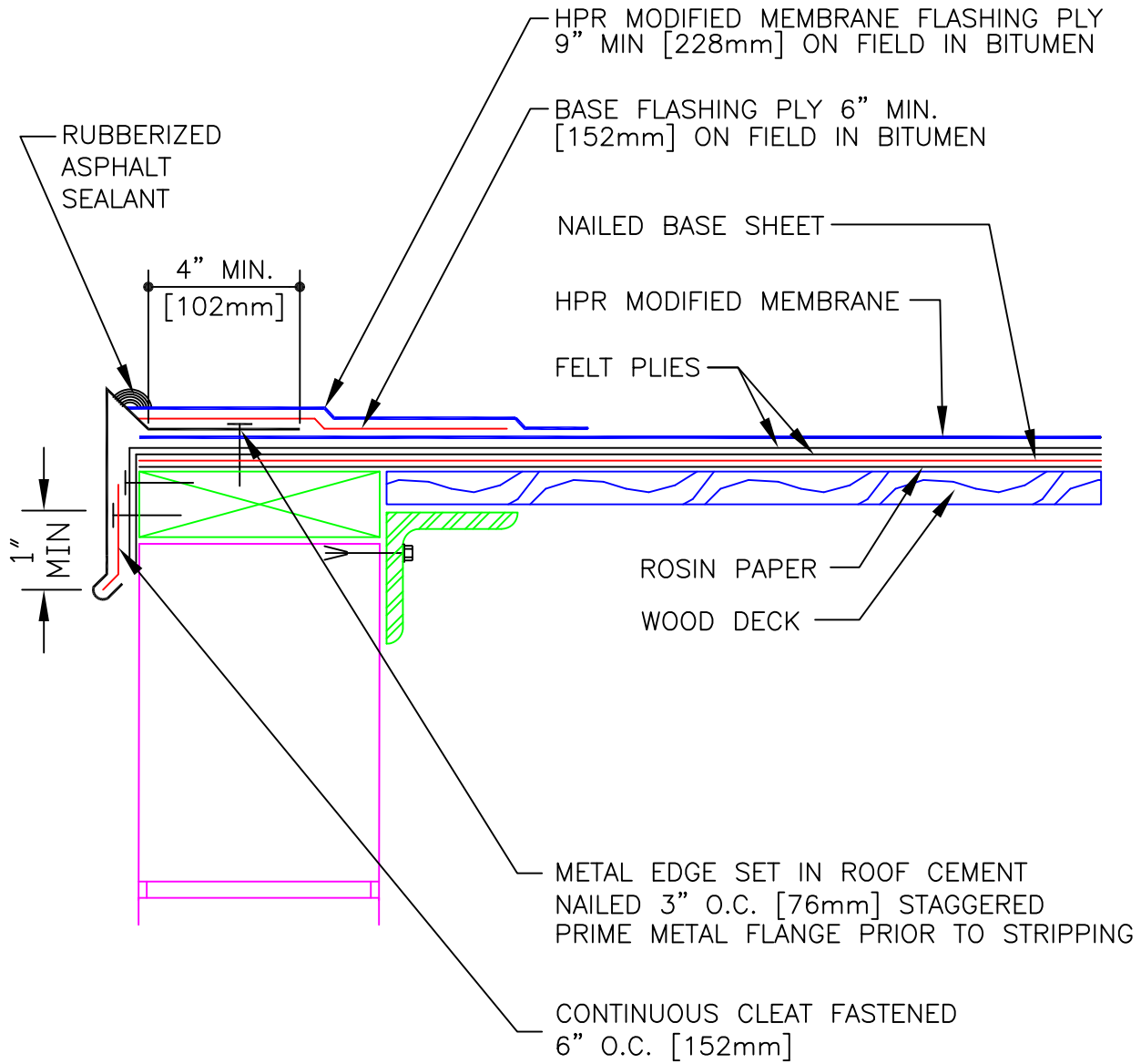
**ANSI/SPRI ES-1  
TESTED RESISTANCE**

OUTWARD      UPWARD  
202 LBS./SQ. FT.    330 LBS./SQ. FT.

**UL-6B**

2/6/17





ALL PLIES SET IN BITUMEN  
SEE SPECIFICATIONS FOR SURFACING



THE GARLAND COMPANY, INC.  
GARLAND CANADA, INC.  
THE GARLAND COMPANY UK, LTD

DETAIL:

METAL ROOF EDGE

HOT APPLIED



**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**Bayside/Baycreek CDD**  
**Pump-House Bonita Springs**  
**4650 Coconut Rd**  
**Bonita Springs, FL 34134**

**Date Submitted: 04/29/2024**  
**Proposal #: 25-FL-240465**  
**MICPA # PW1925**  
**FL General Contractor #: CGC1533467**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work:**

1. Stage all materials in decided upon area, in accordance with manufacturer's material storage instructions.
2. Remove existing roof section down to deck in a professional manner.
3. Inspect deck – replace damaged decking at pre-determined price per SqFt. Base bid to include 500 SqFt. of decking replacement.
4. Rosin paper to be laid/attached to the substrate.
5. Mechanically attach specified base sheet per NOA and provided fastener pattern.
6. Install all new Roxul cant strip around all curb flashings.
7. Install 1 ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
8. Install 2nd ply of HPR GlasFelt in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
9. Install 1 ply of StressPly FR Mineral in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.
10. NOTE: If contractor does not install the cap sheet on the same day as felts, then felts must be glaze coated.
11. Base flashing ply to be FlexBase 80, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct sunlight.

12. Flashing cap ply to be StressPly FR Mineral, set in approved asphalt within the EVT range and at a rate of 25 lbs./sq. Prior to application, allow sheets to relax for 60mins in direct
13. 8" minimum flashing height. 24" maximum flashing height.
14. Utilize termination bars – term bars to be 3-coursed with Garla-Flex and GarMesh reinforcement scrim. Counter flashing to be installed where applicable.
15. Install coping cap where applicable – utilize Garland .040 Aluminum, cleat to be Garland .050 Aluminum. Shop fabricate to meet uplift requirements.
16. Replace metal edge with Garland .040 Aluminum. Shop fabricate.
17. Apply 2 coats of Garla-Brite at .5 gallons per square (return after 30 days).
18. Contractor to issue 5yr labor warranty.
19. Garland to issue 30yr NDL warranty - (+2yrs when procured through OMNIA).

Attachment C: Bid Form - Line Item Pricing Breakdown					
Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.02	Tear-off & Dispose of Debris: SYSTEM TYPE BUR W/ Insulation and Gravel Surfacing - Wood / Tectum Deck	\$ 3.77	1,400	SF	\$ 5,278.00
6.02.02	Roof Deck and Insulation Option: WOOD ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT INSULATION OPTION: Without Insulation - Must Include Rosin & Mechanically Fasten Glass Base Sheet	\$ 1.67	1,400	SF	\$ 2,338.00
12.01.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 4.72	1,400	SF	\$ 6,608.00
10.01.02	BUILT-UP MODIFIED ROOF WITH MINERAL CAP SHEET ADHERED IN HOT ASTM D 312 TYPE III OR IV ASPHALT: ROOF CONFIGURATION 2 ply of Glass Felt, Mineral Surfaced Cap Sheet, Set in Hot ASTM D 312 Type III or IV Asphalt : ROOFING MEMBRANE OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lbf/in tensile	\$ 8.76	1,400	SF	\$ 12,264.00

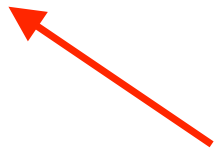
20.01.07	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt FLASHING OPTION: BASE PLY: SBS Modified Polyester/Fiberglass Reinforced Base Flashing Ply - 300 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 21.72	250	SF	\$ 5,430.00
5.10	Coat New Roofing With Elastomeric Coating: ROOF SYSTEM TYPE Apply an Aluminum Coating per Specifications (3/4 Gallon per Square per Coat - 2 Coats Required) - Smooth or Mineral Surfaced Modified	\$ 3.10	1,450	SF	\$ 4,495.00
<b>Sub Total Prior to Multipliers</b>					<b>\$ 36,413.00</b>
22.03	MULTIPLIER - MULTIPLE MATERIAL STAGINGS Multiplier is applied when labor production is effected by the time it takes to stage a roof multiple times. Situations include, but are not limited to staging materials to perform work on multiple roof levels, planned shutdowns and restarts, portion of the job is over sensitive work areas requiring staging from more than one point, etc.	25	36,413.00	%	\$ 9,103.25
22.17	MULTIPLIER - ROOF SIZE IS GREATER THAN 1,000 SF, BUT LESS THAN 2,000 SF Multiplier is applied when Roof Size is greater than 1,000 SF, but less than 2,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a very small roof area resulting in fixed costs having a significant impact on the overall job costs	70	36,413.00	%	\$ 25,489.10
<b>Total After Multipliers</b>					<b>\$ 71,005.35</b>

**Base Bid Total Maximum Price of Line Items under the MICPA: \$ 71,005**

**Proposal Price Based Upon Market Experience: \$ 60,544**

**Garland/DBS Price Based Upon Local Market Competition:**

<b>1 Ferrera Consultants</b>	<b>\$ 60,544</b>
2 Addudell Industries	\$ 63,273
3 CFS Roofing Systems	\$ 72,629
4 Roof Control Services	\$ 73,868
5 Team Craft	\$ 93,331



**Ferrea Conultants - Unforeseen Site Conditions:**

Decking Repair	\$ 3.99 per Sq. Ft.
Decking Replacement	\$ 3.99 per Sq. Ft.

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

**Clarifications/Exclusions:**

1. Sales and use taxes are excluded.
2. Permits are excluded. If permits are required this will be addressed via change order.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Interior Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

*John Petersen*

John Petersen  
Garland/DBS, Inc.  
216-302-3777





**OMNIA**<sup>®</sup>  
PARTNERS



## AN EASIER & BETTER WAY TO PROCURE ROOFING AND WATERPROOFING PROJECTS

The Garland/DBS, Inc. OMNIA<sup>®</sup> Partners, Public Sector cooperative contract for roofing and waterproofing products and services guarantees you streamlined solutions at best prices all while saving you time and frustration.

### **PRECOMPETED CONTRACT**

Garland/DBS's OMNIA contract was nationally advertised, bid and awarded by Racine County, Wis., and is available to public agencies across the country without the need to run their own solicitation. By taking advantage of the work done by Racine County, projects can get started in as little as two weeks or as soon as specifications are finalized.

### **BEST AVAILABLE PRICING**

The OMNIA contract provides you with Garland's best material pricing. Site-specific pricing for installation is also provided, ensuring you receive the most competitive price for installation on your project.

### **ALL-INCLUSIVE WARRANTY**

Garland representatives are on-site frequently to monitor installation, ensuring proper performance of your new asset. At project completion, Garland issues a comprehensive warranty covering all labor and materials, providing the public agency with unparalleled coverage.

### **COMPREHENSIVE OFFERING**

Along with Garland's comprehensive line of building envelope products and systems, the OMNIA contract also includes inspections, design and engineering services, leak management, and much more. Regardless of the size or complexity of your project, Garland has the solutions.

### **For more information, contact:**

Grant Gale  
(239) 220-8175  
ggale@garlandind.com

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# VALUE ADDED SERVICES

Garland's involvement in your building envelope program ensures that each project will follow the same process in support of roofing asset management and preservation. Each newly constructed or renovated roofing system is eligible to receive many or all of the value-added services provided by Garland at no charge as detailed below. These services are included in the price of the materials.



Work with the facility management team to identify existing waterproofing needs and future new construction requirements.

Conduct a detailed visual building envelope inspection whenever a corrective action is to be budgeted. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

Perform a roof core sample analysis and moisture probes to determine the condition of the current roof system material. When asbestos\* is suspected, coordinate sampling and testing with licensed hazardous material consultants.

Schedule and provide CLEAR roof analysis on core cut information to verify if the existing roof asset is maintainable for cost-effective restoration, repairable to provide additional life expectancy, or should be scheduled for replacement.

Provide written and photographic documentation of each building envelope section surveyed, as requested.

Recommend and direct non-destructive moisture detection to aid in determination of roof restoration versus roof replacement.\*\*

Create AutoCAD blueprint, roof outline and detail construction/repair drawings to clearly identify the expectations for the roofing work.

Review current accumulated customer data (as built/construction specifications) to standardize roofing standards on all new construction projects.

Submit detailed building envelope condition reports to the local facility contact with an electronic copy to centralized Facilities Department. Client will be provided access into portal that houses all condition reports and project data.

The Garland Company will provide your Facilities Department with secure web-based technology so their entire Roof Asset Management Program can be viewed online at any time. The program allows the user to print out reports, details and specifications.

Identify maintenance, repair, restoration, and/or replacement recommendations based upon the analysis of current building envelope conditions for each roof surveyed.

Prioritize building envelope repairs, restoration, or replacement budgets based upon the input of the Facilities Department for the efficient management of expenditures across all operations.

Prepare extended budget forecasts to incorporate into a multi-year capital investment plan using the priority levels of building envelope needs and new construction requirements.

Recommend materials that are customized to meet the waterproofing system expectations for the uniqueness of each facility.

Assist in the drafting of detailed specifications tailored for each building envelope system by taking into account the site specific and environmental factors.

\*Direct costs of asbestos handling & testing to be billed by asbestos certified technician

\*\* Moisture detection may be billable depending on the size and scope of survey

# VALUE ADDED SERVICES

Identify prequalified contractors for the installation of building envelope systems and provide evaluation assistance in the final contractor selection.

Assist in conducting the pre-bid meeting with the engineer or maintenance director of the site where the work is to be completed. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

Verify bid accuracy (e.g. labor cost, material quantities, etc.) to assist in the bid evaluation and contract award determination.

Conduct a preconstruction meeting prior to the start of any project to review the rules, guidelines and your site-specific safety concerns. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

Conduct construction in-progress inspections to ensure completed work is in compliance with the detailed specifications. Quality control inspections are ongoing throughout the progress of the work until the job is complete. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

Perform a final inspection to develop a punch list and assure that all work is completed in accordance with the detail construction specifications, all prior to the final release of monetary retainage to the performing contractor. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

The Garland Company agrees to provide a 20 – 40-Year No Dollar Limit Warranty at no additional costs on qualifying roofs.

Conduct annual inspections to ensure all Garland systems are performing to Garland standards upon request. Issue reports back to individual Facilities Department. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

Garland will review all architectural drawings and offer recommendations for waterproofing critical details on new construction projects anywhere throughout your building inventory. No travel expenses (i.e. food, time, travel, and lodging) will be charged.

The Garland Company when requested, will provide an ASCE 7 Method Wind Uplift Engineering Analysis on every proposed roof project. This engineering calculation will determine the critical, job specific attachment patterns for the various roof pressure zones. Results are based upon tested roof assemblies specific to the project's deck type and products, including fasteners, adhesives, insulation boards, and roof membranes.

The Garland Company will provide existing drainage capacity check on every roof replacement project to be performed. These calculations shall be based upon the applicable Plumbing Code and provide important and relevant information for any primary and secondary drainage system recommendations.

The Garland Company will provide ANSI/SPRI ES-1 tested Coping and Metal Edge Engineering analysis on every roof project to be performed. The resulting analysis provides metal gauge thicknesses and fastening patterns for metal edge systems to be in compliance with the ANSI/SPRI ES-1 tested assemblies.

The Garland Company will provide life-cycle cost analysis for any new or proposed building envelope system.



**The Garland Company, Inc.**  
www.garlandco.com  
Toll Free: 800-321-9336

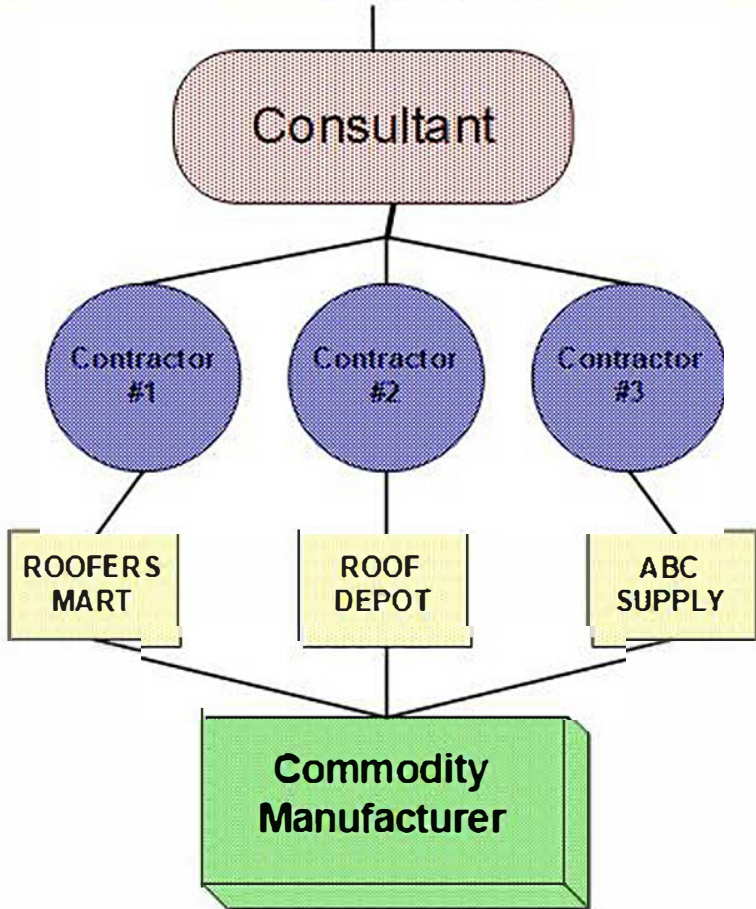
**Garland Canada Inc.**  
www.garlandcanada.com  
Toll Free: 800-387-5991

**The Garland Company UK, LTD**  
www.garlandukltd.co.uk  
Toll Free: 0800 328 5560



**COMMODITY APPROACH**

**Bayside/Baycreek CDD**

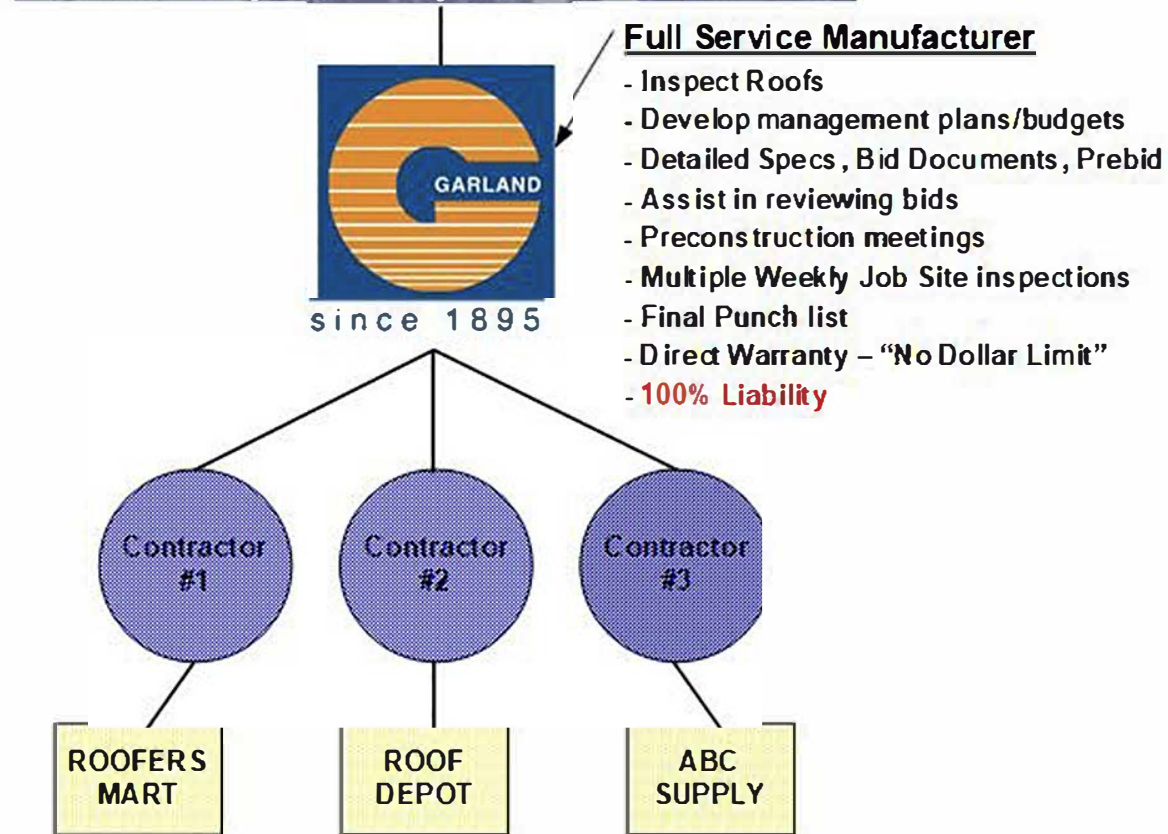


**Commodity Manufacturer**

1. Highest risk of premature failure and improper application.
2. No direct involvement from the manufacturer.
3. Low standards for roof performance.
4. Limited warranty and high life cycle cost roof systems.

**FULL SERVICE APPROACH**

**Bayside/Baycreek CDD**



**Full Service Manufacturer**

- Inspect Roofs
- Develop management plans/budgets
- Detailed Specs , Bid Documents , Prebid
- Assist in reviewing bids
- Preconstruction meetings
- Multiple Weekly Job Site inspections
- Final Punch list
- Direct Warranty – “No Dollar Limit”
- **100% Liability**

**Full Service Manufacturer**

- 1) Direct Manufacturer Involvement (Turn-Key Project Management)
- 2) Single source liability and responsibility by the manufacturer
- 3) Apples to Apples bidding through Specs and Design
- 4) Manufacturer involvement throughout long term warranty period.

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

**12**

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
PRPOSED BUDGET  
FISCAL YEAR 2025**



**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
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**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected			
<b>REVENUES</b>							
Assessment levy: on-roll - gross	2,570,854				\$ 2,765,642		
Allowable discounts (4%)	(102,834)				(110,626)		
Assessment levy: on-roll - net	2,468,020	\$ 2,351,727	\$ 116,293	\$ 2,468,020	2,655,016	8%	7%
Interest	85,000	2,487	45,000	47,487	85,000	0%	44%
Street sweeping	13,000	-	13,000	13,000	-	-100%	N/A
Miscellaneous	-	1,750	-	1,750	-	N/A	N/A
Total revenues	2,566,020	2,355,964	174,293	2,530,257	2,740,016	7%	8%
<b>EXPENDITURES</b>							
<b>Professional fees</b>							
Supervisors	19,377	7,912	11,465	19,377	19,377	0%	0%
Engineering	15,000	11,517	3,483	15,000	15,000	0%	0%
Legal	18,000	3,832	5,000	8,832	18,000	0%	51%
Audit	15,000	-	15,000	15,000	15,000	0%	0%
Management	42,000	21,000	21,000	42,000	42,000	0%	0%
Accounting & payroll	16,799	8,399	8,400	16,799	16,799	0%	0%
Computer services	5,040	2,520	2,520	5,040	5,040	0%	0%
Assessment roll preparation	8,476	4,238	4,238	8,476	8,476	0%	0%
Telephone	950	475	475	950	950	0%	0%
Postage & reproduction	1,350	757	593	1,350	1,350	0%	0%
Printing and binding	4,918	2,459	2,459	4,918	4,918	0%	0%
Legal notices and communications	1,125	953	172	1,125	1,125	0%	0%
Office supplies	750	1,013	500	1,513	750	0%	-102%
Subscriptions and memberships	263	263	-	263	263	0%	0%
ADA website compliance	253	158	95	253	253	0%	0%
Insurance	19,102	19,224	-	19,224	21,575	13%	11%
Miscellaneous (bank fees)	6,750	1,437	2,500	3,937	5,250	-22%	25%
Total professional fees	175,153	86,157	77,902	164,057	176,126	1%	7%
			-	37,799	37,799		
<b>Field management</b>							
Other contractual	37,799	18,899	18,900	37,799	37,799	0%	0%
Total field management	37,799	18,899	18,900	37,799	37,799	0%	0%
<b>Water management services</b>							
NPDES program	3,165	355	2,810	3,165	3,165	0%	0%
Other contractual services: lakes	180,405	74,591	105,814	180,405	174,075	-4%	-4%
Other contractual services: wetlands	37,980	21,131	16,849	37,980	44,310	17%	14%
Other contractual services: culverts/drains	37,980	7,761	30,219	37,980	37,980	0%	0%
Other contractual services: lake health	6,330	25	6,305	6,330	6,330	0%	0%
Aquascaping	18,990	-	18,990	18,990	18,990	0%	0%
Capital outlay	9,495	-	9,495	9,495	9,495	0%	0%
Repairs and maintenance (aerators)	9,495	630	8,865	9,495	9,495	0%	0%
Total water management	303,840	104,493	199,347	303,840	303,840	0%	0%

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24				
<b>EXPENDITURES AND OTHER USES (continued)</b>							
<b>Street lighting</b>							
Contractual services	40,000	3,637	36,363	40,000	40,000	0%	0%
Personnel services	-	34,920	-	34,920	-	N/A	N/A
Electricity	48,000	27,084	27,000	54,084	55,000	15%	2%
Total street lighting	<u>88,000</u>	<u>65,641</u>	<u>63,363</u>	<u>129,004</u>	<u>95,000</u>	8%	-36%
<b>Landscape services</b>							
Supervisors	111,000	34,245	76,755	111,000	125,000	13%	11%
Personnel services	1,100,000	547,876	552,124	1,100,000	1,214,000	10%	9%
Other contractual- horticulturalists	2,000	-	2,000	2,000	2,000	0%	0%
Other contractual-training	1,500	368	1,132	1,500	1,500	0%	0%
Maintenance tracking software	20,000	2,798	7,000	9,798	10,000	-50%	2%
Capital outlay: equipment	60,000	54,122	5,878	60,000	60,000	0%	0%
Fuel	25,000	24,003	15,000	39,003	25,000	0%	-56%
Repairs and maintenance (parts)	40,000	27,083	15,000	42,083	40,000	0%	-5%
Insurance	16,810	22,371	-	22,371	24,608	46%	9%
Minor operating equipment	20,000	10,590	9,410	20,000	20,000	0%	0%
Horticulture dumpster	40,000	40,950	20,000	60,950	65,000	63%	6%
Employee uniforms	34,000	13,202	15,000	28,202	29,000	-15%	3%
Chemicals	58,000	40,646	25,000	65,646	68,000	17%	3%
Flower program	130,000	57,638	72,362	130,000	130,000	0%	0%
Mulch program	83,000	65,431	10,000	75,431	83,000	0%	9%
Plant replacement program	40,000	8,740	20,000	28,740	40,000	0%	28%
Other contractual - tree trimming	12,660	1,550	7,500	9,050	12,660	0%	29%
Contractual services-palm pruning	82,000	81,215	785	82,000	82,000	0%	0%
Fountain maintenance	10,000	14,055	5,000	19,055	20,000	100%	5%
Office operations	23,000	12,658	12,000	24,658	25,000	9%	1%
Monument maintenance	15,000	1,167	13,833	15,000	15,000	0%	0%
Total landscape services	<u>1,923,970</u>	<u>1,060,708</u>	<u>885,779</u>	<u>1,946,487</u>	<u>2,091,768</u>	9%	7%
<b>Roadway services</b>							
Personnel	8,546	3,166	3,200	6,366	7,000	-18%	9%
Repairs and maintenance - parts	6,330	1,810	2,500	4,310	4,500	-29%	4%
Insurance	1,899	2,453	-	2,453	2,500	32%	2%
Total roadway services	<u>16,775</u>	<u>7,429</u>	<u>5,700</u>	<u>6,578</u>	<u>14,000</u>	-17%	53%

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24				
<b>EXPENDITURES (continued)</b>							
<b>Parks &amp; recreation</b>							
Utilities	10,500	5,358	5,400	10,758	11,000	5%	2%
Operating supplies	1,000	711	750	1,461	1,500	50%	3%
Total parks and recreation	<u>11,500</u>	<u>6,069</u>	<u>6,150</u>	<u>12,219</u>	<u>12,500</u>	9%	2%
<b>Other fees &amp; charges</b>							
Property appraiser	3,625	-	-	-	3,625	0%	100%
Tax collector	5,358	6,783	-	6,783	5,358	0%	-27%
Total other fees & charges	<u>8,983</u>	<u>6,783</u>	<u>-</u>	<u>6,783</u>	<u>8,983</u>	0%	24%
Total expenditures	<u>2,566,020</u>	<u>1,356,179</u>	<u>1,257,141</u>	<u>2,606,767</u>	<u>2,740,016</u>	7%	5%
Excess/(deficiency) of revenues over/(under) expenditures	-	999,785	(1,082,848)	(76,510)	-		
Fund balance - beginning (unaudited)	1,168,661	1,065,507	2,065,292	1,065,507	988,997		
Fund balance - ending (projected)	<u>\$ 1,168,661</u>	<u>\$ 2,065,292</u>	<u>\$ 982,444</u>	<u>\$ 988,997</u>	<u>\$ 988,997</u>		

Description	Total Units	Assessment Summary		Total Revenue
		2024	2025	
Common & Administration	156.57	\$ 282.24	\$ 308.27	\$ 48,265.83
Full Assessment	3,871.71	606.69	654.72	2,534,885.97
Limited Benefit Assessment-outside gates	498.66	140.45	146.01	72,809.35
	<u>4,526.94</u>			<u>2,655,961.15</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
DEFINITIONS OF EXPENDITURES**

**EXPENDITURES**

**Professional fees**

Supervisors	\$	19,377
<p>Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The Districts anticipate 12 meetings in fiscal year 2022.</p>		
Engineering		15,000
<p>Barraco and Associates, Inc., provides a broad array of civil engineering and survey services as requested by the Districts, to assist in crafting solutions with sustainability for the long term interest of the Community - recognizing the needs of government, the environment and maintenance of the District's facilities.</p>		
Legal		18,000
<p>Coleman, Yovanovich and Koester, PA serves Bayside and Daniel H. Cox, PA. serves Bay Creek, both provide on-going general counsel and legal representation. Attorneys attend the noticed Board meetings in order to anticipate and deal with possible legal issues as they may arise and to respond to questions. In this capacity, as local government lawyers, realize that this type of local government is very limited in its scope - providing infrastructure and service to the development.</p>		
Audit		15,000
<p>The Districts are required by Florida State Statute to undertake an independent examination of its books, records and accounting procedures on an annual basis. The Districts currently have an agreement with Grau &amp; Associates to perform these services.</p>		
Management		42,000
<p><b>Wrathell, Hunt and Associates, LLC</b>, specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the Districts, develop financing programs, administer the issuance of tax exempt bond financings, and finally operate and maintain the assets of the community.</p>		
Accounting & payroll		16,799
<p><b>Wrathell, Hunt and Associates, LLC</b>, prepares all financial work related to the Districts' funds (general, debt service, capital projects, etc.). This includes monthly financials, the annual budget and various other items.</p>		
Computer services		5,040
<p><b>Wrathell, Hunt and Associates, LLC</b>, provides maintenance of the Districts' financial records, which includes accounts payable and profit &amp; loss statements.</p>		
Assessment roll preparation		8,476
<p><b>Wrathell, Hunt and Associates, LLC</b>, provides this services which includes preparing, maintaining and transmitting the annual lien roll with annual special assessment amounts for capital and operating and maintenance assessments.</p>		
Telephone		950
<p>Telephone and fax machine.</p>		
Postage & reproduction		1,350
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>		
Printing and binding		4,918
<p>Letterhead, envelopes, copies, etc.</p>		
Legal notices and communications		1,125
<p>The Districts advertise in The News Press for monthly meetings, special meetings, public hearings, bidding, etc. and an electronic newsletter beginning in FY 2013.</p>		

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
DEFINITIONS OF EXPENDITURES**

**Expenditures (Continued)**

Office supplies	750
Accounting and administrative supplies.	
Subscriptions and memberships	263
Annual fee paid to the Florida Department of Economic Opportunity.	
ADA website compliance	253
Insurance	21,575
The Districts carry public officials and general liability insurance with policies written by EGIS.	
The limit of liability is set at \$1,000,000 for general liability (\$2,000,000 general aggregate) and \$1,000,000 for public officials liability.	
Miscellaneous (bank fees)	5,250
Bank charges and other miscellaneous expenses incurred during the year.	
<b>Field management</b>	
Other Contractual	37,799
As part of the consulting manager's contract, the Districts retain the services of a field manager. The field manager is responsible for the day-to-day field operations. These responsibilities include, but are not limited to, preparing and bidding of services and commodities, contract administration, hiring and maintaining qualified personnel, preparation of and implementation of operating schedules and policies, ensuring compliance with all operating permits, prepare and implement field operating budgets, provide information/education to public regarding District programs and attends Board meetings. This service is provided by <b>Wrathell, Hunt and Associates, LLC</b> .	
<b>Water management services</b>	
NPDES program	3,165
As mandated by the Federal Environmental Protection Agency and the Florida State Department of Environmental Protection, the District must participate in the National Pollutant Discharge Elimination System (NPDES). The purpose of the program is to improve stormwater quality through new facility design review, construction activity monitoring, periodic facility review and inspections, public education and sediment control.	
Other Contractual Services	
The Districts contract with licensed and qualified contractors to provide lake and wetland maintenance services. The District's have completed lake water quality testing and research project and will be implementing recommendations that were offered as a result of the year long review and final analysis. Additionally, the Districts have accepted the responsibility for operating and maintaining the communities culverts and drains that are a part of the primary roadway systems and amenity parking lots.	
Other contractual services: lakes	174,075
Other contractual services: wetlands	44,310
Other contractual services: culverts/drains	37,980
Other contractual services: lake health	6,330
Aquascaping	18,990
Planting of aquatic and wetland plants to ensure the integrity of the storm water management systems.	
Capital outlay	9,495
Purchase and installation of additional aeration systems.	
Repairs and maintenance (aerators)	9,495
Unforeseen costs that may be incurred.	



**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
DEFINITIONS OF EXPENDITURES**

**Expenditures (continued)**

**Street lighting**

Contractual services 40,000

The Districts contract with a licensed and insured electrician to service their street, landscape Electricity 55,000

The Districts are charged monthly per Florida Power & Light's streetlight schedule s-1 for streetlight electric and metered usage for signage and landscape lighting.

**Landscape services**

Supervisors 125,000

Includes salary, taxes and benefits for the Districts' field manager and irrigation manager.

Personnel services 1,214,000

Includes salary, taxes and benefits for the Districts' in-house landscape maintenance crew.

Other contractual- horticulturalists 2,000

Periodic professional review and report of landscape maintenance practices.

Other contractual-training 1,500

Covers periodic training of staff by Horticulturalists or other Industry Professionals.

Maintenance tracking software 10,000

Continued implementation of a Landscape Services activity tracking program. This service is provided by Monday and includes an annual subscription.

Capital outlay: equipment 60,000

Department related purchase of vehicles and equipment. The Districts anticipate new additional equipment needs including replacement mower and a 1 ton truck.

Fuel 25,000

Cost of fuel for vehicles and equipment used by the Districts.

Repairs and maintenance (parts) 40,000

Parts replacement for vehicles and equipment.

Insurance 24,608

Insurance costs for automobiles, property and workers' compensation.

Minor operating equipment 20,000

Costs associated with small equipment purchases.

Horticulture dumpster 65,000

Costs associated with the disposal of the Districts' horticulture debris that accumulates during pruning operations.

Employee uniforms 29,000

Costs associated with employee uniforms.

Chemicals 68,000

Landscape maintenance requires the use of chemicals for the control of unwanted weeds, insects and diseases, as well as fertilizers, to promote the growth and health of landscape materials within the common areas and rights-of way.

Flower program 130,000

The Districts' flower program consists of replacing flowers within certain landscape and signage areas three times a year.

Mulch program 83,000

The Districts' mulch program is intended to provide aesthetic value while at the same time providing a barrier to hold moisture, protect plant roots and deter unwanted weed growth in the landscape planting beds.

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 001/101 COMBINED BUDGET - PELICAN LANDING  
DEFINITIONS OF EXPENDITURES**

<b>Expenditures (continued)</b>	
Plant replacement program	40,000
Replacement and renovation of landscape material.	
Other contractual - tree trimming	12,660
Hard wood tree trimming in sensitive locations within the Districts' common areas and parks that exceed the on site capabilities or expertise of staff.	
Contractual services-palm pruning	82,000
This expenditure includes the hiring of a contractor for the annual pruning of palm trees through the CDD areas of responsibility.	
Fountain maintenance	20,000
Cost of maintaining the entry feature.	
Office operations	25,000
Office supplies and maintenance for the field office.	
Monument maintenance	15,000
Annual cost of pressure washing , painting and repairing the monuments. This includes the monuments and brick pavers at the central fountain.	
<b>Roadway services</b>	7,000
Personnel	
Includes salary, taxes and benefits for the Districts' street sweeper.	
Repairs and maintenance - parts	4,500
Insurance	2,500
Insurance costs for automobiles that relate to this department.	
<b>Parks &amp; Recreation</b>	
Utilities	11,000
These expenditures relate to water/sewer and electrical expense for Central Park, which includes a water feature and two (2) floating fountains.	
Operating supplies	1,500
These expenditures include costs related to central park and miscellaneous supplies and part replacement used during the daily activities of the department.	
<b>Other fees &amp; charges</b>	
Property appraiser	3,625
The property appraiser charges \$1.00 per parcel.	
Tax collector	5,358
The tax collector charges \$1.50 per parcel.	
Total expenditures	\$ 2,740,016

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 001 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected			
<b>REVENUES</b>							
Assessment levy: on-roll - gross	\$ 2,070,764				\$ 2,228,137		
Allowable discounts (4%)	(82,831)				(89,125)		
Assessment levy: on-roll - net	1,987,933	\$ 1,899,564	\$ 88,369	\$ 1,987,933	2,139,012	8%	7%
Interest	70,000	1,488	30,000	31,488	70,000	0%	55%
Street sweeping	10,494	-	10,494	10,494	-	-100%	N/A
Miscellaneous	-	1,750	-	1,750	-	N/A	N/A
Total revenues	2,068,427	1,902,802	128,863	2,031,665	2,209,012	7%	8%
<b>EXPENDITURES</b>							
<b>Professional fees</b>							
Supervisors**	9,689	3,956	5,733	9,689	9,689	0%	0%
Engineering	12,171	9,345	2,826	12,171	12,171	0%	0%
Legal	14,605	3,109	4,057	7,166	14,605	0%	51%
Audit**	7,500	-	7,500	7,500	7,500	0%	0%
Management	34,079	17,039	17,039	34,078	34,079	0%	0%
Accounting & payroll	13,631	6,815	6,816	13,631	13,631	0%	0%
Computer services	4,089	2,045	2,045	4,090	4,089	0%	0%
Assessment roll preparation	6,877	3,438	3,439	6,877	6,877	0%	0%
Telephone	771	385	385	770	771	0%	0%
Postage & reproduction	1,095	614	481	1,095	1,095	0%	0%
Printing and binding	3,990	1,995	1,995	3,990	3,990	0%	0%
Legal notices and communications	913	773	140	913	913	0%	0%
Office supplies	609	822	406	1,228	609	0%	-102%
Subscriptions and memberships	213	213	-	213	213	0%	0%
ADA website compliance	205	128	77	205	205	0%	0%
Insurance**	9,551	9,612	-	9,612	10,788	13%	11%
Miscellaneous (bank fees)	5,477	1,061	2,029	3,090	4,260	-22%	27%
Total professional fees	125,465	61,350	54,968	116,318	125,485	0%	7%
<b>Field management</b>							
Other contractual	30,670	15,335	15,335	30,670	30,670	0%	0%
Total field management	30,670	15,335	15,335	30,670	30,670	0%	0%
<b>Water management services</b>							
NPDES program	2,568	288	2,280	2,568	2,568	0%	0%
Other contractual services: lakes	146,381	60,523	85,857	146,380	141,244	-4%	-4%
Other contractual services: wetlands	30,817	17,146	13,671	30,817	35,953	17%	14%
Other contractual services: culverts/dr	30,817	6,297	24,520	30,817	30,817	0%	0%
Other contractual services: lake health	5,136	20	5,116	5,136	5,136	0%	0%
Aquascaping	15,408	-	15,408	15,408	15,408	0%	0%
Capital outlay	7,704	-	7,704	7,704	7,704	0%	0%
Repairs and maintenance (aerators)	7,704	511	7,193	7,704	7,704	0%	0%
Contingencies	-	-	-	-	-	N/A	N/A
Total water management	246,535	84,785	161,749	246,534	246,534	0%	0%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 001 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected			
<b>EXPENDITURES (continued)</b>							
<b>Street lighting</b>							
Contractual Services	32,456	2,951	29,505	32,456	32,456	0%	0%
Personnel services	-	28,334	-	28,334	-	N/A	N/A
Electricity	38,947	21,976	21,908	43,884	44,627	15%	2%
Hurricane light repair	-	-	-	-	-	N/A	N/A
Total street lighting	<u>71,403</u>	<u>53,261</u>	<u>51,413</u>	<u>104,674</u>	<u>77,083</u>	8%	-36%
<b>Landscape services</b>							
Supervisor	90,065	27,784	62,279	90,063	101,425	13%	11%
Personnel services	892,540	444,467	447,993	892,460	985,040	10%	9%
Other contractual- horticulturalists	1,623	-	1,623	1,623	1,623	0%	0%
Other contractual-training	1,217	299	919	1,218	1,217	0%	0%
Maintenance tracking software	16,228	2,270	5,680	7,950	8,114	-50%	2%
Capital outlay: equipment	48,684	43,915	4,769	48,684	48,684	0%	0%
Fuel	20,285	19,476	12,171	31,647	20,285	0%	-56%
Repairs and maintenance (parts)	32,456	21,975	12,171	34,146	32,456	0%	-5%
Insurance	13,640	18,114	-	18,114	19,967	46%	9%
Minor operating equipment	16,228	8,593	7,635	16,228	16,228	0%	0%
Horticulture dumpster	32,456	33,227	16,228	49,455	52,741	63%	6%
Employee uniforms	27,588	10,712	12,171	22,883	23,531	-15%	3%
Chemicals	47,061	32,980	20,285	53,265	55,175	17%	3%
Flower program	105,482	46,768	58,715	105,483	105,482	0%	0%
Mulch program	67,346	53,091	8,114	61,205	67,346	0%	9%
Plant replacement program	32,456	7,092	16,228	23,320	32,456	0%	28%
Other contractual - tree trimming	10,272	1,258	6,086	7,344	10,272	0%	29%
Unbudgeted contractual services	66,535	65,898	637	66,535	66,535	0%	0%
Fountain maintenance	8,114	11,404	4,057	15,461	16,228	100%	5%
Office operations	18,662	10,271	9,737	20,008	20,285	9%	1%
Monument maintenance	12,171	947	11,224	12,171	12,171	0%	0%
Total landscape services	<u>1,561,109</u>	<u>860,541</u>	<u>718,722</u>	<u>1,579,263</u>	<u>1,697,261</u>	9%	7%
<b>Roadway services</b>							
Personnel	6,934	2,570	2,596	5,166	5,680	-18%	9%
Repairs and maintenance - parts	5,136	1,469	2,029	3,498	3,651	-29%	4%
Insurance	1,541	1,986	-	1,986	2,029	32%	2%
Total roadway services	<u>13,611</u>	<u>6,025</u>	<u>4,625</u>	<u>10,650</u>	<u>11,360</u>	-17%	6%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 001 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected			
<b>EXPENDITURES (continued)</b>							
<b>Parks &amp; recreation</b>							
Utilities	10,080	5,144	4,382	9,526	10,560	5%	10%
Operating supplies	960	683	609	1,292	1,440	50%	10%
Total parks and recreation	<u>11,040</u>	<u>5,827</u>	<u>4,991</u>	<u>10,818</u>	<u>12,000</u>	9%	10%
<b>Other fees &amp; charges</b>							
Property appraiser	3,480	-	-	-	3,480	0%	100%
Tax collector	5,144	6,762	-	6,762	5,144	0%	-31%
Total other fees & charges	<u>8,624</u>	<u>6,762</u>	<u>-</u>	<u>6,762</u>	<u>8,624</u>	0%	22%
Total expenditures	<u>2,068,457</u>	<u>1,093,886</u>	<u>1,011,803</u>	<u>2,105,689</u>	<u>2,209,017</u>	7%	5%
Excess/(deficiency) of revenues over/(under) expenditures	(30)	808,916	(882,940)	(74,024)	(5)		
Fund balance - beginning (unaudited)	727,687	679,121	1,488,037	679,121	605,097		
Fund balance - ending (projected)	<u>\$ 727,657</u>	<u>\$ 1,488,037</u>	<u>\$ 605,097</u>	<u>\$ 605,097</u>	<u>\$ 605,092</u>		

\*\*These items are cost shared 75/25 between the general funds and the enterprise funds. The 75% is then split 50/50 between the

Description	Total Units	Assessment Summary		Total Revenue
		2024	2025	
Common & Administration	156.57	\$ 247.71	\$ 269.94	\$ 42,264.51
Full Assessment	3043.17	644.92	694.56	2,113,664.16
Limited Benefit Assessment-outside g	487.93	142.19	147.99	72,208.76
	<u>3,687.67</u>			<u>\$ 2,228,137.43</u>

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 101 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Revenues & Expenditures			
<b>REVENUES</b>							
Assessment levy: on-roll - gross	\$ 500,063				\$ 537,513		
Allowable discounts (4%)	(20,003)				(21,501)		
Assessment levy: on-roll - net	480,060	\$452,163	\$ 27,897	\$ 480,060	516,012	7%	7%
Interest	15,000	999	15,000	15,999	15,000	0%	-7%
Street sweeping	2,506	-	2,506	2,506	-	-100%	N/A
Miscellaneous	-	-	-	-	-	N/A	N/A
Total revenues	497,566	453,162	45,403	498,565	531,012	7%	6%
<b>EXPENDITURES</b>							
<b>Professional fees</b>							
Supervisors**	9,689	3,956	5,733	9,689	9,689	0%	0%
Engineering	2,829	2,172	657	2,829	2,829	0%	0%
Legal	3,395	723	943	1,666	3,395	0%	51%
Audit**	7,500	-	7,500	7,500	7,500	0%	0%
Management	7,921	3,961	3,961	7,922	7,921	0%	0%
Accounting & payroll	3,168	1,584	1,584	3,168	3,168	0%	0%
Computer services	951	475	475	950	951	0%	0%
Assessment roll preparation	1,599	800	799	1,599	1,599	0%	0%
Telephone	179	90	90	180	179	0%	-1%
Postage & reproduction	255	143	112	255	255	0%	0%
Printing and binding	928	464	464	928	928	0%	0%
Legal notices and communications	212	180	32	212	212	0%	0%
Office supplies	141	191	94	285	141	0%	-102%
Subscriptions and memberships	50	50	-	50	50	0%	0%
ADA website compliance	48	30	18	48	48	0%	0%
Insurance**	9,551	9,612	-	9,612	10,788	13%	11%
Miscellaneous (bank fees)	1,273	376	472	848	990	-22%	14%
Total professional fees	49,689	24,807	22,934	47,741	50,643	2%	6%
<b>Field management</b>							
Other contractual	7,129	3,564	3,565	7,129	7,129	0%	0%
Total field management	7,129	3,564	3,565	7,129	7,129	0%	0%
<b>Water management services</b>							
NPDES program	597	67	530	597	597	0%	0%
Other contractual services: lakes	34,024	14,068	19,957	34,025	32,831	-4%	-4%
Other contractual services: wetlands	7,163	3,985	3,178	7,163	8,357	17%	14%
Other contractual services: culverts/drains	7,163	1,464	5,699	7,163	7,163	0%	0%
Other contractual services: lake health	1,194	5	1,189	1,194	1,194	0%	0%
Aquascaping	3,582	-	3,582	3,582	3,582	0%	0%
Capital outlay	1,791	-	1,791	1,791	1,791	0%	0%
Repairs and maintenance (aerators)	1,791	119	1,672	1,791	1,791	0%	0%
Contingencies	-	-	-	-	-	N/A	N/A
Total water management	57,305	19,708	37,598	57,306	57,306	0%	0%



**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 101 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Revenues & Expenditures			
<b>EXPENDITURES (continued)</b>							
<b>Street lighting</b>							
Contractual services	7,544	686	6,858	7,544	7,544	0%	0%
Personnel services		6,586	-	6,586	-	N/A	N/A
Electricity	9,053	5,108	5,092	10,200	10,373	15%	2%
Hurricane light repair	-	-	-	-	-	N/A	N/A
Total street lighting	<u>16,597</u>	<u>12,380</u>	<u>11,950</u>	<u>24,330</u>	<u>17,917</u>	8%	-36%
<b>Landscape services</b>							
Supervisor	20,935	6,461	14,476	20,937	23,575	13%	11%
Personnel services	207,460	103,409	104,131	207,540	228,960	10%	9%
Other contractual- horticulturalists	377	-	377	377	377	0%	0%
Other contractual-training	283	69	213	282	283	0%	0%
Maintenance tracking software	3,772	528	1,320	1,848	1,886	-50%	2%
Capital outlay	11,316	10,207	1,109	11,316	11,316	0%	0%
Fuel	4,715	4,527	2,829	7,356	4,715	0%	-56%
Repairs and maintenance (parts)	7,544	5,108	2,829	7,937	7,544	0%	-5%
Insurance	3,170	4,257	-	4,257	4,641	46%	8%
Minor operating equipment	3,772	1,997	1,775	3,772	3,772	0%	0%
Horticulture dumpster	7,544	7,723	3,772	11,495	12,259	63%	6%
Employee uniforms	6,412	2,490	2,829	5,319	5,469	-15%	3%
Chemicals	10,939	7,666	4,715	12,381	12,825	17%	3%
Flower program	24,518	10,870	13,647	24,517	24,518	0%	0%
Mulch program	15,654	12,340	1,886	14,226	15,654	0%	9%
Plant replacement program	7,544	1,648	3,772	5,420	7,544	0%	28%
Other contractual - tree trimming	2,388	292	1,415	1,707	2,388	0%	29%
Unbudgeted contractual services	15,465	15,317	148	15,465	15,465	0%	0%
Fountain maintenance	1,886	2,651	943	3,594	3,772	100%	5%
Office operations	4,338	2,387	2,263	4,650	4,715	9%	1%
Monument maintenance	2,829	220	2,609	2,829	2,829	0%	0%
Total landscape services	<u>362,861</u>	<u>200,167</u>	<u>167,058</u>	<u>367,225</u>	<u>394,507</u>	9%	7%
<b>Roadway services</b>							
Personnel	1,612	596	604	1,200	1,320	-18%	9%
Repairs and maintenance - parts	1,194	341	472	813	849	-29%	4%
Insurance	358	467	-	467	472	32%	1%
Total roadway services	<u>3,164</u>	<u>1,404</u>	<u>1,076</u>	<u>2,480</u>	<u>2,641</u>	-17%	6%

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 101 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Revenues & Expenditures			
<b>EXPENDITURES (continued)</b>							
<b>Parks &amp; recreation</b>							
Utilities	420	214	1,018	1,232	440	5%	-180%
Operating supplies	40	28	141	169	60	50%	-182%
Total parks and recreation	<u>460</u>	<u>242</u>	<u>1,159</u>	<u>1,401</u>	<u>500</u>	9%	-180%
<b>Other fees &amp; charges</b>							
Property appraiser	145	-	-	-	145	0%	100%
Tax collector	214	21	-	21	214	0%	90%
Total other fees & charges	<u>359</u>	<u>21</u>	<u>-</u>	<u>21</u>	<u>359</u>	0%	94%
Total expenditures	<u>497,564</u>	<u>262,293</u>	<u>245,340</u>	<u>507,633</u>	<u>531,002</u>	7%	4%
Excess/(deficiency) of revenues over/(under) expenditures	2	190,869	(199,937)	(9,068)	10		
Fund balance - beginning (unaudited)	440,974	386,386	577,255	386,386	377,318		
Fund balance - ending (projected)	<u>\$ 440,976</u>	<u>\$ 577,255</u>	<u>\$ 377,318</u>	<u>\$ 377,318</u>	<u>\$ 377,328</u>		

\*\*These items are cost shared 75/25 between the general funds and the enterprise funds. The 75% is then split 50/50 between

Description	Total Units	Assessment Summary		Total Revenue
		2024	2025	
Full Assessment	828.54	\$ 601.43	\$ 646.54	\$ 535,684.25
Limited Benefit Assessment-outside gates	10.73	163.48	170.39	1,828.28
	<u>839.27</u>			<u>\$ 537,512.53</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 002 - THE COLONY BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024						
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
<b>REVENUES</b>							
Assessment levy: on-roll - gross	\$ 803,492				\$ 803,492		
Allowable discounts (4%)	(32,140)				(32,140)		
Assessment levy: on-roll - net	771,352	\$ 734,474	\$ 36,882	\$ 771,356	771,352	0%	0%
Interest	15,000	2,057	7,000	9,057	10,000	-33%	9%
Total revenues	786,352	736,531	43,882	780,413	781,352	-1%	0%
<b>EXPENDITURES</b>							
<b>Professional fees</b>							
Accounting & payroll	9,380	4,690	4,690	9,380	9,380	0%	0%
Computer services	3,411	1,706	1,705	3,411	3,411	0%	0%
Assessment roll preparation	1,150	575	575	1,150	1,150	0%	0%
Field management	14,211	7,106	7,105	14,211	14,211	0%	0%
Other current charges	-	305	-	305	-	N/A	N/A
Total professional fees	28,152	14,382	14,075	28,457	28,152	0%	-1%
<b>Street lighting</b>							
Contractual services - lightpoles	5,000	718	4,282	5,000	5,000	0%	0%
Total street lighting	5,000	718	4,282	5,000	5,000	0%	0%
<b>Landscape services</b>							
Personnel services	350,000	170,110	179,890	350,000	353,000	1%	1%
Other contractual- horticulturalists	1,500	-	750	750	1,500	0%	50%
Other contractual- training	1,500	44	750	794	1,500	0%	47%
Other Contractual- turf and shrub	100,000	44,183	55,817	100,000	100,000		
Capital outlay	20,000	-	20,000	20,000	20,000	0%	0%
Fuel	7,500	-	7,500	7,500	7,500	0%	0%
Repairs & maintenance (parts)	12,000	7,249	7,000	14,249	14,000	17%	-2%
Insurance	3,000	3,648	-	3,648	3,000	0%	-22%
Horticulture dumpster	16,000	5,400	10,600	16,000	16,000	0%	0%
Miscellaneous equipment	2,500	-	1,500	1,500	2,500	0%	40%
Chemicals	2,500	1,822	1,500	3,322	3,500	40%	5%
Flower program	70,000	41,886	28,114	70,000	70,000	0%	0%
Mulch program	40,000	25,672	14,328	40,000	40,000	0%	0%
Plant replacement program	40,000	3,500	20,000	23,500	40,000	0%	41%
Other contractual - tree trimming	12,000	4,730	7,270	12,000	12,000	0%	0%
Monument maintenance	3,000	-	3,000	3,000	3,000	0%	0%
Total landscape services	681,500	308,244	358,019	666,263	687,500	1%	3%

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
GENERAL FUND 002 - THE COLONY BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024						
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
<b>Fountain services</b>							-
Operating supplies	140,000	100,197	50,000	150,197	150,000	7%	0%
Total fountain services	140,000	100,197	50,000	150,197	150,000	7%	0%
Total expenditures	854,652	423,541	426,376	849,917	870,652	2%	2%
Excess/(deficiency) of revenues over/(under) expenditures	(68,300)	312,990	(382,494)	(69,504)	(89,300)		
Fund balance - beginning (unaudited)	404,960	397,316	710,306	397,316	327,812		
Fund balance - ending (projected)	<u>\$ 336,660</u>	<u>\$ 710,306</u>	<u>\$ 327,812</u>	<u>\$ 327,812</u>	<u>\$ 238,512</u>		

Description	Total Units	Assessments		Total Revenue
		2024	2025	
002 Assessment	1,259.63	\$ 637.88	\$ 637.88	\$ 803,492.78

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451 COMBINED BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024							
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected	
<b>OPERATING REVENUES</b>								
Charges for services:								
Assessment levy - gross	\$ 339,109				\$ 339,342			
Allowable discounts (4%)	(13,564)				(13,574)			
Assessment levy - net	325,545	\$ 309,172	\$ 20,211	\$ 329,383	325,768	0%	-1%	
Irrigation revenue	584,000	289,726	193,643	483,369	584,000	0%	17%	
Miscellaneous	55,000	-	39,999	39,999	55,000	0%	27%	
Total revenues	964,545	598,898	253,853	852,751	964,768	0%	12%	
<b>OPERATING EXPENSES</b>								
<b>Professional fees</b>								
Supervisors	6,459	2,638	3,821	6,459	6,459	0%	0%	
Engineering	5,000	3,839	1,161	5,000	5,000	0%	0%	
Legal	6,000	1,277	2,500	3,777	6,000	0%	37%	
Audit	5,000	-	5,000	5,000	5,000	0%	0%	
Management	16,732	8,364	8,368	16,732	17,067	2%	2%	
Accounting & payroll	5,600	2,800	2,800	5,600	5,600	0%	0%	
Computer services	1,680	840	840	1,680	1,680	0%	0%	
Utility billing	33,500	23,052	16,000	39,052	40,000	19%	2%	
Telephone	311	156	155	311	311	0%	0%	
Postage & reproduction	450	252	198	450	450	0%	0%	
Printing and binding	1,639	820	819	1,639	1,639	0%	0%	
Legal notices and communications	375	317	58	375	375	0%	0%	
Office supplies	250	337	-	337	250	0%	-35%	
Subscriptions and memberships	87	88	(1)	87	87	0%	0%	
ADA website compliance	147	52	95	147	147	0%	0%	
Insurance	6,340	6,408	-	6,408	6,728	6%	5%	
Miscellaneous (bank fees)	2,250	433	1,000	1,433	1,750	-22%	18%	
Total Professional fees	91,820	51,673	42,814	94,487	98,543	7%	4%	
<b>Field Management fees</b>								
Other contractual services	12,600	6,300	6,300	12,600	12,600	0%	0%	
Total field management fees	12,600	6,300	6,300	12,600	12,600	0%	0%	
<b>Water management services</b>								
NPDES program	1,835	205	1,630	1,835	1,835	0%	0%	
Other contractual services: lakes	104,595	43,247	61,348	104,595	100,925	-4%	-4%	
Other contractual services: wetlands	22,020	12,251	9,769	22,020	25,690	17%	14%	
Other contractual services: culverts/drains	22,020	4,500	17,520	22,020	22,020	0%	0%	
Other contractual services: lake health	3,670	15	3,655	3,670	3,670	0%	0%	
Aquascaping	11,010	-	11,010	11,010	11,010	0%	0%	
Capital outlay	5,505	-	5,505	5,505	5,505	0%	0%	
Repairs and maintenance (aerators)	5,505	365	5,140	5,505	5,505	0%	0%	
Contingencies	-	-	-	-	-	N/A	N/A	
Total water management services	176,160	60,583	115,577	176,160	176,160	0%	0%	

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451 COMBINED BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024					Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025		
<b>OPERATING EXPENSES (continued)</b>							
<b>Landscape services</b>							
Other contractual - tree trimming	7,340	-	2,500	2,500	7,340	0%	66%
Total landscape services	<u>7,340</u>	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>7,340</u>	0%	66%
<b>Roadway Services</b>							
Personnel	4,955	941	1,500	2,441	4,955	0%	51%
Repairs and maintenance - parts	3,670	1,049	1,500	2,549	3,670	0%	31%
Insurance	3,000	1,885	-	1,885	3,000	0%	37%
<b>Total Roadway Services</b>	<u>11,625</u>	<u>3,875</u>	<u>3,000</u>	<u>6,875</u>	<u>11,625</u>	0%	41%
<b>Irrigation services</b>							
Personnel	74,000	23,302	40,000	63,302	67,000	-9%	6%
Reclaimed water- Bay Creek	75,646	40,915	41,000	81,915	82,000	8%	0%
Surplus RCS Water- Bayside	75,945	-	-	-	75,945	0%	100%
Repairs and maintenance - parts	25,000	17,243	7,757	25,000	25,000	0%	0%
Insurance	12,500	16,083	-	16,083	19,480	56%	17%
Meter costs	7,500	6,415	1,085	7,500	7,500	0%	0%
Other contractual services	9,000	4,535	4,465	9,000	9,000	0%	0%
Electricity	95,000	38,908	45,000	83,908	90,000	-5%	7%
Pumps & machinery	75,000	23,041	40,000	63,041	75,000	0%	16%
Depreciation	60,000	29,256	30,744	60,000	60,000	0%	0%
Total irrigation services	<u>509,591</u>	<u>199,698</u>	<u>210,051</u>	<u>409,749</u>	<u>510,925</u>	0%	20%
Total operating expenses	<u>809,136</u>	<u>322,129</u>	<u>377,742</u>	<u>699,871</u>	<u>817,193</u>	1%	14%
Operating income/loss	155,409	276,769	(123,889)	152,880	147,575		
<b>Nonoperating revenues/(expenses)</b>							
Interest income	500	1,883	-	1,883	500	0%	-277%
Total nonoperating revenues/(expenses)	<u>500</u>	<u>1,883</u>	<u>-</u>	<u>1,883</u>	<u>500</u>	0%	-277%
Change in net assets	155,909	278,652	(123,889)	154,763	148,075		
Total net assets - beginning (unaudited)	1,369,142	1,423,265	1,701,917	1,423,265	1,578,028		
Total net assets - ending (projected)	<u>\$ 1,525,051</u>	<u>\$ 1,701,917</u>	<u>\$ 1,578,028</u>	<u>\$ 1,578,028</u>	<u>\$ 1,726,103</u>		

Description	Total Units	Assessment Summary		Total Revenue
		2024	2025	
Full Assessment	4,013.52	\$ 84.49	\$ 84.55	\$ 339,343



**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451 COMBINED BUDGET  
DEFINITIONS OF EXPENDITURES**

**OPERATING EXPENSES**

**Professional fees**

Supervisors	\$ 6,459
Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The Districts anticipate 12 meetings in fiscal year 2022.	
Engineering	5,000
Barraco and Associates, Inc., provides a broad array of engineering, consulting and construction services to the Districts, which assist in crafting solutions with sustainability for the long term interest of the community - recognizing the needs of government, the environment and maintenance of the Districts' facilities.	
Legal	6,000
Coleman, Yovanovich and Koester, PA serves Bayside and Daniel H. Cox, PA. serves Bay Creek, both provide on-going general counsel and legal representation. Attorneys attend the noticed Board meetings in order to anticipate and deal with possible legal issues as they may arise and to respond to questions. In this capacity, as local government lawyers, realize that this type of local	
Audit	5,000
The Districts are required by Florida State Statute to undertake an independent examination of its books, records and accounting procedures on an annual basis. The Districts currently have an agreement with Grau & Associates to perform these services.	
Management	17,067
<b>Wrathell, Hunt and Associates, LLC</b> , specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the Districts, develop financing programs, administer the issuance of tax exempt bond financings, and finally, operate and maintain the assets of the community.	
Accounting & payroll	5,600
<b>Wrathell, Hunt and Associates, LLC</b> , prepares all financial work related to the Districts' funds (general, debt service and capital projects, etc.). This includes monthly financials, the annual budget and various other items.	
Computer services	1,680
<b>Wrathell, Hunt and Associates, LLC</b> , provides maintenance of the Districts' financial records, which includes accounts payable and profit & loss statements.	
Utility billing	40,000
Utility billing is contracted with Coral Springs Improvement District (CSID). CSID inputs the provided monthly readings into their billing software, generates the monthly bills, administer the collections, provide customer service and administer the delinquencies and shut offs as needed.	
Telephone	311
Telephone and fax machine.	

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451 COMBINED BUDGET  
DEFINITIONS OF EXPENDITURES**

**EXPENDITURES (continued)**

Postage & reproduction	450
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing and binding	1,639
Letterhead, envelopes, copies, etc.	
Legal notices and communications	375
The Districts advertise in The News Press for monthly meetings, special meetings, public hearings, bidding, etc.	
Office supplies	250
Accounting and administrative supplies.	
Subscriptions and memberships	87
Annual fee paid to the Department of Community Affairs.	
ADA website compliance	147
Insurance	6,728
The Districts carry public officials and general liability insurance with policies written by Florida Municipal Insurance Trust. The limit of liability is set at \$1,000,000 for general liability (\$2,000,000 general aggregate) and \$1,000,000 for public officials liability limit.	
Miscellaneous (bank fees)	1,750
Bank charges and other miscellaneous expenses incurred during the year.	

**Field Management fees**

Other contractual services	12,600
As part of the consulting manager's contract, the Districts retain the services of a field manager. The field manager is responsible for the day-to-day field operations. These responsibilities include, but are not limited to, preparing and bidding of services and commodities, contract administration, hiring and maintaining qualified personnel, preparation of and implementation of operating schedules and policies, ensuring compliance with all operating permits, prepare and implement field operating budgets, provide information/education to public regarding District programs and attends Board meetings. This service is provided by <b>Wrathell, Hunt and Associates, LLC</b> .	

**Water management services**

Other Contractual services	
The Districts contract with licensed and qualified contractors to provide lake, wetland, underground and biologists to provide the needed maintenance services.	
Other contractual services: lakes	100,925
Other contractual services: wetlands	25,690
Other contractual services: culverts/drains	22,020
Other contractual services: lake health	3,670

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451 COMBINED BUDGET  
DEFINITIONS OF EXPENDITURES**

**EXPENDITURES (continued)**

Aquascaping	11,010
Planting of aquatic and wetland plants to ensure the integrity and permit compliance of the storm water management system.	
Capital outlay	5,505
Purchase and installation of new aeration equipment.	
Repairs and maintenance (aerators)	5,505
This covers any unforeseen costs that may be incurred.	
<b>Other contractual - tree trimming</b>	
Hard wood tree trimming in sensitive locations within the Districts' common areas and parks that exceed the on site capabilities or expertise of staff.	7,340
<b>Roadway Services</b>	
Personnel	4,955
Includes salary, taxes and benefits for the Districts' street sweeper.	
Repairs and maintenance - parts	3,670
Parts replacement for vehicles and equipment.	
Insurance	3,000
Insurance costs for automobiles, property and worker's compensation related to	
<b>Irrigation services</b>	
Personnel	67,000
Includes salary, taxes and benefits for the Districts' maintenance supervisor and irrigation manager.	
Reclaimed water- Bay Creek	82,000
Surplus RCS Water- Bayside	75,945
Repairs and maintenance - parts	25,000
Parts replacement for vehicles and equipment.	
Insurance	19,480
Insurance costs for automobiles, property and workers' compensation.	
Meter costs	7,500
Costs associates with installation of single family residential meters. Revenue to support these costs come directly from the meter fee assessed at the time of the application to connect to the system	
Other contractual services	9,000
The District contractors with a qualified provider for services related to plant meters and equipment.	
Electricity	90,000
Cost of electricity for operation of Districts' well fields and high service pump.	
Pumps & machinery	75,000
Repairs and maintenance for the irrigation supply system, including main line, valves and well repairs.	
Depreciation	60,000
The District's capital assets that relate to the irrigation funds are depreciated by the straight line method over their estimated useful lives.	
Total expenditures	\$ 817,193

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
ENTERPRISE FUND 401 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024						
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
<b>OPERATING REVENUES</b>							
Charges for services:							
Assessment levy - gross	\$ 254,332				\$ 254,507		
Allowable discounts (4%)	(10,173)				(10,181)		
Assessment levy - net	244,159	\$ 232,489	\$ 11,670	\$ 244,159	244,326	0%	0%
Irrigation revenue	325,000	200,120	135,333	335,453	325,000	0%	-3%
Miscellaneous/interest	45,000	-	29,999	29,999	45,000	0%	33%
Meter fees	-	-	-	-	-	N/A	N/A
Total revenues	614,159	432,609	177,002	609,611	614,326	0%	1%
<b>OPERATING EXPENSES</b>							
<b>Professional fees</b>							
Supervisors**	3,230	1,319	1,911	3,230	3,230	0%	0%
Engineering	3,750	2,879	871	3,750	3,750	0%	0%
Legal	4,500	958	1,875	2,833	4,500	0%	37%
Audit**	2,500	-	2,500	2,500	2,500	0%	0%
Management	12,549	6,273	6,276	12,549	12,800	2%	2%
Accounting & payroll	4,200	2,100	2,100	4,200	4,200	0%	0%
Computer services	1,260	630	630	1,260	1,260	0%	0%
Utility billing	25,125	17,289	12,000	29,289	30,000	19%	2%
Telephone	233	117	116	233	233	0%	0%
Postage & reproduction	338	189	149	338	338	0%	0%
Printing and binding	1,229	615	614	1,229	1,229	0%	0%
Legal notices and communications	281	238	44	282	281	0%	0%
Office supplies	188	253	-	253	188	0%	-35%
Subscription and memberships	65	66	(1)	65	65	0%	0%
ADA website compliance	110	39	71	110	110	0%	0%
Insurance**	3,170	3,204	-	3,204	5,046	59%	37%
Miscellaneous	1,688	326	750	1,076	1,313	-22%	18%
Total professional fees	64,416	36,495	29,906	66,401	71,043	10%	7%
<b>Field management fees</b>							
Other contractual services	9,450	4,725	4,725	9,450	9,450	0%	0%
Total field management fees	9,450	4,725	4,725	9,450	9,450	0%	0%
<b>Water management services</b>							
NPDES program	1,376	154	1,223	1,377	1,376	0%	0%
Other contractual services: lakes	78,446	32,435	46,011	78,446	75,694	-4%	-4%
Other contractual services: wetlands	16,515	9,188	7,327	16,515	19,268	17%	14%
Other contractual services: culverts/drain:	16,515	3,375	13,140	16,515	16,515	0%	0%
Other contractual services: lake health	2,753	11	2,741	2,752	2,753	0%	0%
Aquascaping	8,258	-	8,258	8,258	8,258	0%	0%
Capital outlay	4,129	-	4,129	4,129	4,129	0%	0%
Repairs and maintenance (aerators)*	4,129	274	3,855	4,129	4,129	0%	0%
Contingencies	-	-	-	-	-	N/A	N/A
Total water management services	132,121	45,437	86,684	132,121	132,122	0%	0%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
ENTERPRISE FUND 401 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024					Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025		
<b>OPERATING EXPENSES (continued)</b>							
<b>Landscape services</b>							
Other contractual - tree trimming	5,505	-	1,875	1,875	5,505	0%	66%
Total landscape services	5,505	-	1,875	1,875	5,505	0%	66%
<b>Roadway Services</b>							
Personnel	3,716	706	1,125	1,831	3,716	0%	51%
Repairs and maintenance - parts	2,753	787	1,125	1,912	2,753	0%	31%
Insurance	2,250	1,414	-	1,414	2,250	0%	37%
<b>Total Roadway Services</b>	<b>8,719</b>	<b>2,907</b>	<b>2,250</b>	<b>5,157</b>	<b>8,719</b>	<b>0%</b>	<b>41%</b>
<b>Irrigation services</b>							
Personnel	55,500	17,477	30,000	47,477	50,250	-9%	6%
Surplus RCS Water- Bayside	75,945	-	-	-	75,945	0%	100%
Repairs and maintenance - parts	18,750	12,932	5,818	18,750	18,750	0%	0%
Insurance	9,375	12,062	-	12,062	14,610	56%	17%
Meter costs	5,625	4,811	814	5,625	5,625	0%	0%
Other contractual services	6,750	3,401	3,349	6,750	6,750	0%	0%
Electricity	71,250	29,181	33,750	62,931	67,500	-5%	7%
Pumps & machinery	56,250	17,281	30,000	47,281	56,250	0%	16%
Depreciation	45,000	21,756	23,058	44,814	45,000	0%	0%
Total irrigation services	344,445	118,901	126,789	245,690	340,680	-1%	28%
						N/A	N/A
						N/A	N/A
Other Fees & Charges						N/A	N/A
Property Appraiser	-	-	-	-	-	N/A	N/A
Tax Collector	-	-	-	-	-	N/A	N/A
Total Other Fees & Charges	-	-	-	-	-	N/A	N/A
						N/A	N/A
Total operating expenses	564,656	208,465	250,354	458,819	567,519	1%	19%
Operating income/loss	49,503	224,144	(73,352)	150,792	46,807	-5%	-222%
<b>Nonoperating revenues/(expenses)</b>							
Interest income	375	1,880	-	1,880	375	0%	-401%
Miscellaneous income	-	-	-	-	-	N/A	N/A
Total nonoperating revenues/(expenses)	375	1,880	-	1,880	375	0%	-401%
Change in net assets	49,878	226,024	(73,352)	152,672	47,182		
Total net assets - beginning (unaudited)	1,394,140	1,414,499	1,640,523	1,414,499	1,567,171		
Total net assets - ending (projected)	<u>\$1,444,018</u>	<u>\$1,640,523</u>	<u>\$1,567,171</u>	<u>\$1,567,171</u>	<u>\$1,614,353</u>		

Description	Assessment Summary			Total Revenue
	Total Units	2024	2025	
Full Assessment	3,194.34	\$ 79.62	\$ 79.67	\$ 254,493

\*\*These items are cost shared 75/25 between the general funds and the enterprise funds. The 75% is then split 50/50 between the respective general funds and the 25% is split 50/50 between the respective enterprise funds.

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
ENTERPRISE FUND 451 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024						
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025	Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
<b>OPERATING REVENUES</b>							
Charges for services:							
Assessment levy - gross	\$ 84,777				\$ 84,836		
Allowable discounts (4%)*	(3,391)				(3,394)		
Assessment levy - net	81,386	\$ 76,683	\$ 4,703	\$ 81,386	81,442	0%	0%
Irrigation revenue	259,000	89,606	169,394	259,000	259,000	0%	0%
Miscellaneous/interest	10,000	-	10,000	10,000	10,000	0%	0%
Total revenues	<u>350,386</u>	<u>166,289</u>	<u>184,097</u>	<u>350,386</u>	<u>350,442</u>	0%	0%
<b>OPERATING EXPENSES</b>							
<b>Professional fees</b>							
Supervisors**	3,230	1,319	1,911	3,230	3,230	0%	0%
Engineering	1,250	960	290	1,250	1,250	0%	0%
Legal	1,500	319	625	944	1,500	0%	37%
Audit**	2,500	-	2,500	2,500	2,500	0%	0%
Management	4,183	2,091	2,092	4,183	4,267	2%	2%
Accounting & payroll	1,400	700	700	1,400	1,400	0%	0%
Computer services	420	210	210	420	420	0%	0%
Utility billing	8,375	5,763	4,000	9,763	10,000	19%	2%
Telephone	78	39	39	78	78	0%	0%
Postage & reproduction	113	63	50	113	113	0%	0%
Printing and binding	410	205	205	410	410	0%	0%
Legal notices and communications	94	79	15	94	94	0%	0%
Office supplies	63	84	-	84	63	0%	-33%
Subscription and memberships	22	22	-	22	22	0%	0%
ADA website compliance	37	13	24	37	37	0%	0%
Insurance**	3,170	3,204	-	3,204	3,364	6%	5%
Miscellaneous	563	107	250	357	438	-22%	18%
Total professional fees	<u>27,408</u>	<u>15,178</u>	<u>12,911</u>	<u>28,089</u>	<u>29,186</u>	6%	4%
<b>Field management fees</b>							
Other contractual services	3,150	1,575	1,575	3,150	3,150	0%	0%
Total field management fees	<u>3,150</u>	<u>1,575</u>	<u>1,575</u>	<u>3,150</u>	<u>3,150</u>	0%	0%
<b>Water management services</b>							
NPDES program	459	51	408	459	459	0%	0%
Other contractual services: lakes	26,149	10,812	15,337	26,149	25,231	-4%	-4%
Other contractual services: wetlands	5,505	3,063	2,442	5,505	6,423	17%	14%
Other contractual services: culverts/drains	5,505	1,125	4,380	5,505	5,505	0%	0%
Other contractual services: lake health	918	4	914	918	918	0%	0%
Aquascaping	2,753	-	2,753	2,753	2,753	0%	0%
Capital outlay	1,376	-	1,376	1,376	1,376	0%	0%
Repairs and maintenance (aerators)*	1,376	91	1,285	1,376	1,376	0%	0%
Contingencies	-	-	-	-	-	N/A	N/A
Total water management services	<u>44,041</u>	<u>15,146</u>	<u>28,895</u>	<u>44,041</u>	<u>44,041</u>	0%	0%

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
ENTERPRISE FUND 451 BUDGET  
FISCAL YEAR 2025**

	Fiscal Year 2024					Budget % Change 2024 vs 2025	Budget '25 vs '24 Projected
	Adopted Budget FY 2024	Actual through 3/31/24	Projected through 9/30/24	Total Actual & Projected	Proposed Budget FY 2025		
<b>OPERATING EXPENSES (continued)</b>							
<b>Landscape services</b>							
Other contractual - tree trimming	1,835	-	625	625	1,835	0%	66%
Total landscape services	1,835	-	625	625	1,835	0%	66%
<b>Roadway Services</b>							
Personnel	1,239	235	375	610	1,239	0%	51%
Repairs and maintenance - parts	918	262	375	637	918	0%	31%
Insurance	750	471	-	471	750	0%	37%
Total Roadway Services	2,907	968	750	1,718	2,907	0%	41%
<b>Irrigation services</b>							
Personnel	18,500	5,825	10,000	15,825	16,750	-9%	6%
Reclaimed water- Bay Creek	75,646	40,915	41,000	81,915	82,000	8%	0%
Surplus RCS Water- Bayside	-	-	-	-	-	N/A	N/A
Repairs and maintenance - parts	6,250	4,311	1,939	6,250	6,250	0%	0%
Insurance	3,125	4,021	-	4,021	4,870	56%	17%
Meter costs	1,875	1,604	271	1,875	1,875	0%	0%
Other contractual services	2,250	1,134	1,116	2,250	2,250	0%	0%
Electricity	23,750	9,727	11,250	20,977	22,500	-5%	7%
Pumps & machinery	18,750	5,760	10,000	15,760	18,750	0%	16%
Depreciation	15,000	7,500	7,686	15,186	15,000	0%	-1%
Total irrigation services	165,146	80,797	83,262	164,059	170,245	3%	4%
Total operating expenses	244,487	113,664	127,393	241,057	251,364	3%	4%
Operating income/loss	105,899	52,625	56,704	109,329	99,078	-6%	-10%
Nonoperating revenues/(expenses)							
Interest income	125	3	-	3	125	0%	98%
Total nonoperating revenues/(expenses)	125	3	-	3	125	0%	98%
Change in net assets	106,024	52,628	56,704	109,332	99,203		
Total net assets - beginning (unaudited)	13,533	8,766	61,394	8,766	118,098		
Total net assets - ending (projected)	<u>\$ 119,557</u>	<u>\$ 61,394</u>	<u>\$ 118,098</u>	<u>\$ 118,098</u>	<u>\$ 217,301</u>		

Description	Total Units	Assessment Summary		Total Revenue
		2024	2025	
Full Assessment	819.18	\$ 103.49	\$ 103.56	\$ 84,834

\*\*These items are cost shared 75/25 between the general funds and the enterprise funds. The 75% is then split 50/50 between the respective general funds and the 25% is split 50/50 between the respective enterprise funds.



**Bayside  
Improvement Community Development District**

\*\*\*PRELIMINARY\*\*\*

**Lee County**

<b>2024 - 2025 Assessments</b>			<b>O&amp;M Assessment</b>			<b>Total Assessment</b>	<b>Change vs. Prior Year</b>	
			<b>General Fund</b>	<b>Colony Fund</b>	<b>Enterprise Fund</b>		<b>\$\$</b>	<b>%</b>
Bayside Neighborhoods	Limited Benefit Assessment-outside gates	\$ 147.99	\$ -	\$ 79.67	\$ 227.66	\$ 5.85	3%	
Bayside Neighborhoods	Full Assessment	\$ 694.56	\$ -	\$ 79.67	\$ 774.23	\$ 49.69	6%	
Bayside Neighborhoods	Common and Administration	\$ 269.94	\$ -	\$ 79.67	\$ 349.61	\$ 22.28	6%	
The Colony Neighborhoods	Full Assessment	\$ 694.56	\$ 637.88	\$ 79.67	\$ 1,412.11	\$ 49.69	4%	
The Colony Neighborhoods	Common and Administration	\$ 269.94	\$ 637.88	\$ 79.67	\$ 987.49	\$ 22.28	2%	

<b>2023 - 2024 Assessments</b>			<b>O&amp;M Assessment</b>			<b>Total Assessment</b>		
			<b>General Fund</b>	<b>Colony Fund</b>	<b>Enterprise Fund</b>			
Bayside Neighborhoods	Limited Benefit Assessment-outside gates	\$ 142.19	\$ -	\$ 79.62	\$ 221.81			
Bayside Neighborhoods	Full Assessment	\$ 644.92	\$ -	\$ 79.62	\$ 724.54			
Bayside Neighborhoods	Common and Administration	\$ 247.71	\$ -	\$ 79.62	\$ 327.33			
The Colony Neighborhoods	Full Assessment	\$ 644.92	\$ 637.88	\$ 79.62	\$ 1,362.42			
The Colony Neighborhoods	Common and Administration	\$ 247.71	\$ 637.88	\$ 79.62	\$ 965.21			

**Bay Creek  
Community Development District  
2024-2025 Assessments**

**\*\*\*PRELIMINARY\*\*\***

<b>Residential Neighborhoods (per unit)</b>	<b>O&amp;M Assessment</b>			<b>Change Vs. Prior Year</b>	
	<b>General Fund</b>	<b>Enterprise Fund</b>	<b>Total Assessment</b>	<b>\$</b>	<b>%</b>
Ascot	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Pinewater Place	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Bay Creek	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
The Ridge	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Bay Creek (phase 2)	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Baycrest Villas	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Costa Del Sol	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
The Cottages	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Southbridge	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
Creekside Crossing	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
The Point	\$ 646.54	\$ 103.56	\$ 750.10	\$ 45.18	6%
<b>Commercial &amp; Golf Course</b>					
Pelican's Nest Golf Course	\$ 37,201.91	\$ 3,878.32	\$ 41,080.23	\$ 2,598.25	6%
US 41 Commercial Parcels	\$ 1,828.28	\$ 1,111.20	\$ 2,939.48	\$ 74.89	3%

Fiscal year 2023 - 2024 Assessments:	SF	\$ 601.43	\$ 103.49	\$ 704.92
	MF	\$ 601.43	\$ 103.49	\$ 704.92
	GC	\$ 34,606.28	\$ 3,875.70	\$ 38,481.98
	COMM	\$ 1,754.14	\$ 1,110.45	\$ 2,864.59

NOTE: ENTERPRISE FUND ASSESSMENTS APPLY TO ALL ASSESSABLE UNITS INCLUDING 37.45 PNGC UNITS

**Bayside Improvement**  
**Community Development District**  
**Assessable Unit Schedule Analysis - GF 001**  
**Fiscal Year 2025**

Parcel	Classification	2024 Units	2025 Units
<b>Single-Family</b>			
Unit 1- Pennyroyal	SF	43	43
Unit 2- Goldcrest	SF	42	42
Unit 3- Lakemont	SF	101	101
Unit 4 - Lakemont	SF	42	42
Unit 6- Bay Cedar I	SF	30	30
Unit 7- The Capri	SF	63	63
Unit 8- Longlake	SF	39	39
Unit 9- Lakemont	SF	22	22
Unit 10 -Longlake	SF	64	64
Unit 11- Longlake	SF	33	33
Unit 12- Longlake	SF	11	11
Unit 13- Longlake Village	SF	56	56
Unit 15- Bay Cedar II	SF	36	36
Unit 19- Heron Point	SF	23	23
Coventry	SF	8	8
	Sub-total	613	613
<b>Multi-Family</b>			
Lakemont Cove	MF	124	124
Cypress Island	MF	68	68
Palm Colony	MF	120	120
Sandpiper Isles	MF	100	100
Sandpiper Greens	MF	48	48
Mystic Ridge	MF	46	46
Sawgrass Point	MF	124	124
The Reserve	MF	60	60
Southbridge	MF	34	34
	Sub-total	724	724

**Bayside Improvement**  
**Community Development District**  
**Assessable Unit Schedule Analysis - GF 001**  
**Fiscal Year 2025**

Parcel	Classification	2024 Units	2025 Units
<b>Commercial</b>			
Parcel F/B	COM	35.26	35.26
PNGC Golf Maintenance Facility	COM	12.54	12.54
PCGC Golf Maintenance Facility	COM	15.67	15.67
PNGC Clubhouse	COM	32.14	32.14
PCGC Clubhouse	COM	31.63	31.63
	Sub-total	127.24	127.24
<b>Golf Course</b>			
Pelican's Nest	GC	220.08	220.08
Pelican Colony	GC	145.85	145.85
	Sub-total	365.93	365.93
LaScala (Baywinds addition)	MF	64	64
Palermo (Baywinds addition)	MF	71	71
		135	135
Total Full Assessment Units (non-bonded area)		1965.17	1965.17
<b>Single Family</b>			
Waterside	SF	46	46
Messina Ct.	SF	6	6
Sanctuary	SF	52	52
Addison Place	SF	28	28
Tuscany Isles	SF	40	40
Bellagio	SF	26	26
	Sub-total	198	198
<b>Multi-Family</b>			
Heron Cove	MF	22	22
Heron Glen	MF	15	15
Las Palmas	MF	49	49
Merano	MF	100	100
Sorento	MF	72	72
Treviso	MF	76	76
Villa Trevi	MF	5	5
Villa @ Castella	MF	24	24
Casa @ Castella	MF	24	24
Mansions @ Castella	MF	24	24
Florenzia	MF	116	116
Navona	MF	100	100
Terzetto Phase I	MF	30	30
Terzetto Phase II	MF	39	39
Ponza (former Pelican Landing Res)	MF	13	13
Cielo	MF	96	96
Altaira	MF	75	75
	Sub-total	880	880

**Bayside Improvement**  
**Community Development District**  
**Assessable Unit Schedule Analysis - GF 001**  
**Fiscal Year 2025**

Parcel	Classification	2024 Units	2025 Units
<b>Commercial</b>			
Tract B Walden Center	COM	37.70	37.70
Tides Condo (f/k/a Villas at P.L. Apartments)	COM	280	280
Tract I	COM	6.61	6.61
Coconut Square, Lot 1	COM	8.0995	8.0995
Coconut Square, Lot 2	COM	5.8586	5.8586
Coconut Square, Lot 3	COM	5.7240	5.7240
Coconut Square, Lot 4	COM	5.8184	5.8184
Coconut Square, Lot 5	COM	15.1479	15.1479
Colony Sales Office	COM	1	1
North building	COM	11.0780	11.0780
South building	COM	11.0781	11.0781
Tract E	COM	7.19	7.19
Hyatt	COM	92.63	92.63
	Sub-total	487.93	487.93
Total Full Assessment Units (bond series 1996 area)		1565.93	1565.93
<b>Total Full Assessment Units</b>		<b>3531.10</b>	<b>3531.10</b>
<b>FUTURE UNITS</b>			
<b>Reduced Services</b>			
Elks Lodge	non-profit	6.57	6.57
	Sub-total	6.57	6.57
<b>Multi-Family</b>			
Colony VIII (5630)	MF	75	75
Colony IX (5640)	MF	75	75
	Sub-total	150	150
<b>Total Future Limited Service Assessment Units</b>		<b>156.57</b>	<b>156.57</b>
<b>Grand Total of Bayside Assessable Units</b>		<b>3687.67</b>	<b>3687.67</b>

4,526.94

**BAYCREEK COMMUNITY DEVELOPMENT DISTRICT  
ASSESSABLE UNIT SCHEDULE ANALYSIS  
Fiscal Year 2025**

Residential Units	type	acres	Units	GF 101 O & M ERU's	GF 003 O & M ERU's
Single Family					
Ascot	SF		48		
Pinewater Place	SF		44		
			92	92	92
Estate Single Family					
Unit 16 Bay Creek	ESF		20		
Unit 17 The Ridge	ESF		43		
Unit 17 addition The Ridge	ESF		2		
Bay Creek Phase 2	ESF		15		
Total Estate Single Family			80	80	80
Multi Family					
Baycrest Villas	MF		90		
Costa Del Sol	MF		62		
Unit 18 The Cottages	MF		41		
Southbridge	MF		132		
Creskide Crossing	MF		114		
The Point	MF		160		
Total Multi Family			599	599	599
Total Residential			771	771	771
Commercial & Golf Course					
US 41 Commercial	COM	1.85		10.73	0
Pelican's Nest Golf Course	GOLF	57.54		57.54	0
Total Commercial		59.39		68.27	0
<b>Total O &amp; M Units</b>			<b>839.27</b>	<b>771.00</b>	

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451  
ASSESSABLE UNIT SCHEDULE ANALYSIS  
FISCAL YEAR 2025**

	<b>2024 Units</b>	<b>2025 Units</b>
Unit 1- Pennyroyal	43.00	43.00
Unit 2- Goldcrest	42.00	42.00
Unit 3- Lakemont	101.00	101.00
Unit 4 - Lakemont	42.00	42.00
Unit 6- Bay Cedar I	30.00	30.00
Unit 7- The Capri	63.00	63.00
Unit 8- Longlake	39.00	39.00
Unit 9- Lakemont	22.00	22.00
Unit 10 -Longlake	64.00	64.00
Unit 11- Longlake	33.00	33.00
Unit 12- Longlake	11.00	11.00
Unit 13- Longlake Village	56.00	56.00
Unit 15- Bay Cedar II	36.00	36.00
Unit 19- Heron Point	23.00	23.00
Coventry	8.00	8.00
Lakemont Cove	124.00	124.00
Cypress Island	68.00	68.00
Palm Colony	120.00	120.00
Sandpiper Isles	100.00	100.00
Sandpiper Greens	48.00	48.00
Mystic Ridge	46.00	46.00
Sawgrass Point	124.00	124.00
The Reserve	60.00	60.00
Southbridge	34.00	34.00
LaScala (Baywinds addition)	64.00	64.00
Palermo (Baywinds addition)	71.00	71.00
Waterside	46.00	46.00
Messina Ct.	6.00	6.00
Sanctuary	52.00	52.00
Addison Place	28.00	28.00
Tuscany Isles	40.00	40.00
Bellagio	26.00	26.00
Heron Cove	22.00	22.00
Heron Glen	15.00	15.00
Las Palmas	49.00	49.00
Merano	100.00	100.00
Sorento	72.00	72.00
Treviso (Colony II)	76.00	76.00
Villa Trevi	5.00	5.00
Villa @ Castella	24.00	24.00
Casa @ Castella	24.00	24.00
Mansions @ Castella	24.00	24.00
Florenca (Colony III-5610)	116.00	116.00
Navona	100.00	100.00
Tezetto Phase I	30.00	30.00



**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
ENTERPRISE FUND 401/451  
ASSESSABLE UNIT SCHEDULE ANALYSIS  
FISCAL YEAR 2025**

	<b>2024 Units</b>	<b>2025 Units</b>
Tezetto Phase II	39.00	39.00
Altaira Colony IV (5620)	75.00	75.00
Cielo Colony V (5450)	96.00	96.00
Colony VIII (5630)	75.00	75.00
Colony IX (5640)	75.00	75.00
Ponza (former Pelican Landing Residential Assoc)	13.00	13.00
Parcel F/B	35.26	35.26
PNGC Clubhouse	32.14	32.14
PCGC Clubhouse	31.63	31.63
Walden Center	37.70	37.70
Tides	280.00	280.00
Tract I	6.61	6.61
Coconut Square Lot 1	8.10	8.10
Coconut Square Lot 2	5.86	5.86
Coconut Square Lot 3	5.72	5.72
Coconut Square Lot 4	5.82	5.82
Coconut Square Lot 5	15.15	15.15
Colony Sales Office	1.00	1.00
North Building	11.08	11.08
South Building	11.08	11.08
Tract E WCI Site	7.19	7.19
<b>Bayside</b>	<b>3,194.34</b>	<b>3,194.34</b>
Ascot	48.00	48.00
Pinewater Place	44.00	44.00
Unit 16 Bay Creek	20.00	20.00
Unit 17 The Ridge	43.00	43.00
Unit 17 addition The Ridge	2.00	2.00
Bay Creek Phase 2	15.00	15.00
Baycrest Villas	90.00	90.00
Costa Del Sol	62.00	62.00
Unit 18 The Cottages	41.00	41.00
Southbridge	132.00	132.00
Creekside Crossing	114.00	114.00
The Point	160.00	160.00
Commercial	10.73	10.73
PN Golf Club	37.45	37.45
<b>Bay Creek</b>	<b>819.18</b>	<b>819.18</b>
<b>Total Enterprise Fund</b>	<b>4,013.52</b>	<b>4,013.52</b>

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

**12A**

**RESOLUTION 2024-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Bayside Improvement Community Development District (“**District**”) prior to June 15, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

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

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

1.     **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2.     **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE:                   \_\_\_\_\_

HOUR:                   2:00 p.m.

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

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

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

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

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

**PASSED AND ADOPTED THIS 20TH DAY OF MAY, 2024.**

ATTEST:

**BAYSIDE IMPROVEMENT COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice, Board of Supervisors

**Exhibit A:** Fiscal Year 2024/2025 Budget

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

**12B**

**RESOLUTION 2024-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAY CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Bay Creek Community Development District (“**District**”) prior to June 15, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: \_\_\_\_\_

HOUR: 2:00 p.m.

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

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

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

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

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

**PASSED AND ADOPTED THIS 20TH DAY OF MAY, 2024.**

ATTEST:

**BAY CREEK COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice, Board of Supervisors

**Exhibit A:** Fiscal Year 2024/2025 Budget



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

**13**

**Exhibit A**

<b>BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT AND BAY CREEK COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 JOINT MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 28, 2024</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>December 2, 2024*</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>January 27, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>February 24, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>March 24, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>April 28, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>May 19, 2025*</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>June 23, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>July 18, 2025</b>	<b>Budget Workshop</b>	<b>9:00 AM</b>
<b>July 28, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>August 25, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>
<b>September 22, 2025</b>	<b>Regular Meeting</b>	<b>2:00 PM</b>

**\*Exceptions**

*The December meeting date is three (3) weeks earlier to accommodate the holidays.*

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

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

**13A**

**RESOLUTION 2024-04**

**A RESOLUTION OF THE BAYSIDE IMPROVEMENT COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR JOINT REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Bayside Improvement Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Lee County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

**SECTION 1. ADOPTING REGULAR MEETING SCHEDULE.** Regular meetings of the District’s Board shall be held during Fiscal Year 2024/2025 as provided on the schedule attached hereto as **Exhibit A**.

**SECTION 2. FILING REQUIREMENT.** In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Lee County and the Florida Department of Economic Opportunity.

**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 20th day of May, 2024.

Attest:

**BAYSIDE IMPROVEMENT COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

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

**13B**

**RESOLUTION 2024-04**

**A RESOLUTION OF THE BAY CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR JOINT REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE**

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

**WHEREAS**, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

**SECTION 1. ADOPTING REGULAR MEETING SCHEDULE.** Regular meetings of the District’s Board shall be held during Fiscal Year 2024/2025 as provided on the schedule attached hereto as **Exhibit A**.

**SECTION 2. FILING REQUIREMENT.** In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Lee County and the Florida Department of Economic Opportunity.

**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 20th day of May, 2024.

Attest:

**BAY CREEK COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

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

**14**



**INSTRUCTIONS FROM OUR OFFICE DO NOT SEND A WIRE.**

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**From:** William Nicholson <[sundancer3421@gmail.com](mailto:sundancer3421@gmail.com)>

**Sent:** Monday, April 29, 2024 5:37 PM

**To:** Chuck Adams <[adamsc@whhassociates.com](mailto:adamsc@whhassociates.com)>

**Subject:** Fwd: Notes - Meeting with Jim Hoppensteadt and Levi Herrera on 4/23/24

Please forward the E-Mail, below, plus the Word Document Attachment to all CDD Board Members.

Thanks Chuck.

Bill Nicholson

Begin forwarded message:

**From:** William Nicholson <[sundancer3421@gmail.com](mailto:sundancer3421@gmail.com)>

**Subject: Notes - Meeting with Jim Hoppensteadt and Levi Herrera on 4/23/24**

**Date:** April 29, 2024 at 5:32:25 PM EDT

**To:** PL General Manager & COO <[jim@pelicanlanding.com](mailto:jim@pelicanlanding.com)>, PL Privacy Office <[levi@pelicanlanding.com](mailto:levi@pelicanlanding.com)>, [edennisplca@gmail.com](mailto:edennisplca@gmail.com)

**Cc:** Chuck Adams <[adamsc@whhassociates.com](mailto:adamsc@whhassociates.com)>, [bobsuffernplca@rsuffern.us](mailto:bobsuffernplca@rsuffern.us), Greg Urbancic <[gurbancic@cyklawfirm.com](mailto:gurbancic@cyklawfirm.com)>

Hi Jim, Levi, and Ellen,

I want to thank you for meeting with me last Tuesday, April 23rd, 2024, for the purpose of reviewing the history and the current state of readiness of the Disaster Recovery Agreement that is in place, and approved several years ago by the PLCA and both CDD Boards.

As is my normal practice, I memorialize meetings with follow up notes in an effort to provide an informal record of what was discussed and what action items were generated, if any. The attached document contains what I believe to be the salient aspects of our discussion, to the best of my recollection, and I wanted to share it with you, and my colleagues on the CDD Boards.

Due to Florida Sunshine Laws, this is the only method I have available to me to disseminate relevant information to fellow CDD Board Members (thru Chuck Adams) without waiting for the next public CDD monthly meeting, which is still several weeks away, on May 20th, 2024.

Please feel free to supplement these notes with anything you feel was discussed as a

noteworthy topic, and not represented in my notes.

I believe that the PLCA and the CDD's have a joint obligation to be prepared and "at the ready" to respond to weather related disasters that could impact the PL community, and I hope our conversation brought the coming hurricane season, and our preparedness for it, to the forefront of everyone's mind.

Please let me or Chuck Adams know if you think that one or more continuing coordination meetings with the CDD might be beneficial to help both organizations be in lock step with respect to Roles and Responsibilities, and in being fully prepared as far as disaster response preparedness is concerned for the upcoming 2024 hurricane season, which is predicted to be much more active than the historical average. The CDD's are always ready to engage with the PLCA to coordinate our strategic response and deployment of resources related to the potential for natural disasters.

Regards,

Bill Nicholson  
Bayside CDD Vice Chair

April 29<sup>th</sup>, 2024

To: Jim Hoppensteadt, PLCA GM & COO  
Levi, Privacy Manager  
Ellen Dennis, PLCA Treasurer (Partial Attendance)

From: Bill Nicholson, Bayside CDD Supervisor

Re: Meeting Notes for April 23<sup>rd</sup>, 2024 meeting with Jim and Levi

Due to Jim's recent arrival in PL, and the impending 2024 hurricane season, the CDD offered to conduct an overview discussion of the Disaster Response Agreement (which is currently in place) to assist in Jim's orientation, and to help prepare for the upcoming 2024 hurricane season. The following is a summary of the conversation that took place in Jim's office, in the PL Community Center, on Tuesday, April 23<sup>rd</sup>, 2024, at 12 Noon:

We briefly reviewed the history of the PLCA / CDD Disaster Response Agreement, and the application of this Agreement after Hurricane Ian. The agreement was not in place for Hurricane Irma since the CDD took the lead in that cleanup effort – including planning, execution, funding, and reimbursement.

We then discussed changes in FEMA reimbursement policies implemented after Hurricane Irma which resulted in a shift in prime financial responsibility from the CDD to the PLCA.

For Hurricane Irma, the CDD paid all of the cleanup costs and pursued / obtained reimbursement from FEMA. After Hurricane Irma, FEMA defined the responsibility for contractor payment and follow up reimbursement as belonging to the PLCA. This change in FEMA reimbursement policy triggered the need for a PLCA / CDD Disaster Recovery Agreement. A similar, but separate, Agreement was created between The Colony and the CDD.

As part of the Disaster Recovery Agreement, the PLCA agreed to obtain a \$2M line of credit to ensure that adequate immediate financial resources were available to pay for all Disaster Recovery expenses.

Levi stated that although The PLCA submitted a formal request for reimbursement, both FEMA and The City of Bonita Springs denied all claims, and no reimbursements were ever obtained. Levi stated that the PLCA was not considered to be eligible for reimbursement because it was an HOA organization, and because the streets were considered to be "private".

As this conversation unfolded, Jim stated that if both the CDD and the PLCA are ineligible for FEMA reimbursement that maybe the CDD should revert to being both the Disaster Recovery coordinator, as well as resuming financial responsibility for Disaster Recovery.

I suggested that Jim and Ellen discuss FEMA reimbursement eligibility with their Association Attorney because the CDD is operating under a different understanding.

I mentioned as part of the Agreement, the PLCA is responsible for establishing and maintaining a pool of contractors that are willing to enter into provisional contracts such that adequate 3<sup>rd</sup> party resources will commit to provide PL with first priority response in the event of a Disaster. Several years ago, the CDD provided Levi a recommended list of high quality, reliable contractors that already have familiarity with PL.

I also recommended that Levi consider re confirming the PL First Priority Response Status with their selected contractor base, revalidating key relationships, especially given that the 2023 hurricane season was uneventful and the two years since Hurricane Ian warrant a reaffirmation of prior agreements.

Activation of the Disaster Recovery Agreement requires the PLCA President or the PLCA GM to notify Chuck Adams that you want the CDD to engage under the terms of the Agreement (copy attached). The CDD will contact pre-approved support contractors and manage / coordinate the clean-up operation on main streets and common areas in PL, Phase I. The CDD will track and validate contractor invoicing and forward statements to the PLCA for expedited processing and payment.

In response to my procedural summary above, Levi stated that the CDD did not perform in this manner in response to Hurricane Ian, and that all of the contractor coordination, priority setting, field management, labor and equipment tracking, invoice review / reconciliation, and summary data for the FEMA reimbursement request fell to the PLCA Staff. Further, Levi stated that the CDD applied all field effort of the CDD landscaping crew staff to The Colony recovery effort, and that no CDD resources were expended in the recovery of the Phase I section of PL.

Since I was not personally in this chain of command or information flow during Hurricane Ian cleanup operations, I was not able to provide any additional clarity on how the precise response to Hurricane Ian played out, but to help provide a better template for future disasters, and to learn what role the CDD actually played (and should play), I recommended that a post review of the Hurricane Ian response be added to the Agenda for the upcoming CDD monthly meeting, scheduled for Monday, May 20<sup>th</sup>, 2024.

I also recommended that the PLCA issue a reminder to all PL communities encouraging them to review their individual Disaster Recovery Plans, to realize that PLCA responsibility is limited to common areas and a few community streets that are part of “parcel neighborhoods”, and to re confirm that their contractor resources are still willing and ready to give each neighborhood priority response services when, and if needed.

I appreciate the time that Jim and Levi were willing to spend with me. I think that the discussion was open, and mutually beneficial.

Regards,

Bill Nicholson  
Bayside CDD Supervisor

Cc: Chuck Adams, CDD District Manager  
Bayside CDD Supervisors (thru Chuck Adams)  
Bay Creek Supervisors (thru Chuck Adams)  
Greg Urbancic, CDD District Attorney  
Bob Suffern, PLCA President

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

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2024**

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
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**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
COMBINED BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2024**

	General Fund		
	General Fund 001 & 101	General Fund 002	Total Governmental Funds
<b>ASSETS</b>			
Cash			
Truist	\$ 603,448	\$613,413	\$ 1,216,861
Truist - Debt Card	7,000	-	7,000
FineMark MM	1	-	1
FineMark ICS	-	6	6
Bank United MM	30,000	5,000	35,000
Bank United ICS	1,234,024	45,821	1,279,845
Due from other funds			
Bayside general fund 001	55	-	55
Bayside general fund 002 - The Colony	-	1,000	1,000
Prepaid expense	130	-	130
WC deposit	1,806	-	1,806
Deposits	125	555	680
Total assets	<u>\$ 1,876,589</u>	<u>\$ 665,795</u>	<u>\$ 2,542,384</u>
<b>LIABILITIES &amp; FUND BALANCES</b>			
<b>Liabilities</b>			
Due to other funds			
Bayside general fund 002 - The Colony	\$ 1,000	\$ -	\$ 1,000
Bay Creek - general fund 101	55	-	55
Due to Bayside - enterprise fund 401	221	-	221
Due to Bay Creek - enterprise fund 451	132	-	132
Total liabilities	<u>1,408</u>	<u>-</u>	<u>1,408</u>
<b>Fund Balances</b>			
Unassigned	1,875,181	665,795	2,540,976
Total fund balances	<u>1,875,181</u>	<u>665,795</u>	<u>2,540,976</u>
Total liabilities and fund balances	<u>\$ 1,876,589</u>	<u>\$ 665,795</u>	<u>\$ 2,542,384</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 1,876,589</u>	<u>\$ 665,795</u>	<u>\$ 2,542,384</u>

\* These accounts are unreconciled as statements were not available prior to the financial preparation date.

**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 APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ -	\$ 2,406,946	\$ 2,468,020	98%
Interest	1,209	8,024	85,000	9%
Street sweeping	-	-	13,000	0%
Miscellaneous	1,606	3,356	-	N/A
Total revenues	<u>2,815</u>	<u>2,418,326</u>	<u>2,566,020</u>	94%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	1,614	9,526	19,377	49%
Engineering	3,938	15,455	15,000	103%
Legal	1,761	5,593	18,000	31%
Audit	-	-	15,000	0%
Management	3,500	24,500	42,000	58%
Accounting & payroll	1,400	9,799	16,799	58%
Computer services	420	2,940	5,040	58%
Assessment roll preparation* <sup>1</sup>	706	4,945	8,476	58%
Telephone	79	555	950	58%
Postage & reproduction	208	965	1,350	71%
Printing & binding	410	2,869	4,918	58%
Legal notices and communications	-	953	1,125	85%
Office supplies	-	1,013	750	135%
Subscriptions & memberships	-	263	263	100%
ADA website compliance	-	158	253	62%
Insurance* <sup>1</sup>	-	19,224	19,102	101%
Miscellaneous (bank fees)	264	1,685	6,750	25%
Total administrative	<u>14,300</u>	<u>100,443</u>	<u>175,153</u>	57%
<b>Field management</b>				
Other contractual	3,150	22,049	37,799	58%
Total field management services	<u>3,150</u>	<u>22,049</u>	<u>37,799</u>	58%
<b>Water management</b>				
NPDES program	-	355	3,165	11%
Other contractual services: lakes	14,059	88,651	180,405	49%
Other contractual services: wetlands	2,840	23,971	37,980	63%
Other contractual services: culverts/drains	27,788	35,548	37,980	94%
Other contractual services: lake health	1,225	1,250	6,330	20%
Aquascaping* <sup>1</sup>	-	-	18,990	0%
Capital outlay	-	-	9,495	0%
Repairs and maintenance (aerators)	344	972	9,495	10%
Total water management services	<u>46,256</u>	<u>150,747</u>	<u>303,840</u>	50%

**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 APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	15,796	50,716	-	N/A
Electricity	-	27,084	41,509	65%
Contractual services-lightpole	-	3,637	46,491	8%
Total street lighting services	<u>15,796</u>	<u>81,437</u>	<u>88,000</u>	93%
<b>Landscaping</b>				
Supervisor	5,445	39,689	111,000	36%
Personnel services	90,017	637,892	1,100,000	58%
Capital outlay	847	54,969	60,000	92%
Fuel	3,923	27,926	25,000	112%
Repairs and maintenance (parts)	8,006	35,088	40,000	88%
Insurance* <sup>1</sup>	-	22,371	16,810	133%
Minor operating equipment	574	11,163	20,000	56%
Horticulture dumpster	7,650	48,600	40,000	122%
Employee uniforms	1,733	14,935	34,000	44%
Chemicals	3,672	44,323	58,000	76%
Flower program* <sup>2</sup>	28,759	86,398	130,000	66%
Mulch program* <sup>2</sup>	-	65,431	83,000	79%
Plant replacement program* <sup>2</sup>	18,297	27,036	40,000	68%
Other contractual - tree trimming* <sup>1</sup>	-	1,550	12,660	12%
Other contractual - horticulturalist	-	-	2,000	0%
Other contractual - training	-	368	1,500	25%
Maintenance tracking software	-	2,798	20,000	14%
Unbudgeted contractual services	-	81,215	82,000	99%
Fountain maintenance	339	14,394	10,000	144%
Office operations	2,147	14,805	23,000	64%
Monument maintenance	-	1,167	15,000	8%
Total landscaping services	<u>171,409</u>	<u>1,232,118</u>	<u>1,923,970</u>	64%
<b>Roadway</b>				
Personnel	456	3,623	8,546	42%
Repairs and maintenance - parts	-	1,810	6,330	29%
Insurance	-	2,453	1,899	129%
Total roadway services	<u>456</u>	<u>7,886</u>	<u>16,775</u>	47%

**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 APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Parks &amp; recreation</b>				
Utilities	770	6,128	10,500	58%
Operating supplies	350	1,061	1,000	106%
Total parks & recreation	<u>1,120</u>	<u>7,189</u>	<u>11,500</u>	63%
<b>Other fees &amp; charges</b>				
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>252,487</u>	<u>1,608,652</u>	<u>2,566,020</u>	63%
Excess/(deficiency) of revenues over/(under) expenditures	(249,672)	809,674	-	
Fund balances - beginning	2,124,853	1,065,507	1,168,661	
Fund balances - ending	<u>\$ 1,875,181</u>	<u>\$ 1,875,181</u>	<u>\$ 1,168,661</u>	

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

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

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
COMBINED STATEMENT OF NET POSITION  
ENTERPRISE FUNDS 401 & 451  
APRIL 30, 2024**

	Bayside Improvement Enterprise Fund 401	Bay Creek Enterprise Fund 451	Total Enterprise Funds 401 & 451
<b>ASSETS</b>			
<b>Current assets:</b>			
Cash			
Wells Fargo	\$ 4,144	\$ -	\$ 4,144
SunTrust	335,086	63,970	399,056
Bank United MM	10,000	2,000	12,000
Bank United ICS	865,941	8,138	874,079
Accounts receivable (customers)	19,727	6,740	26,467
Due from Bayside general fund 001	208	116	324
Due from Bay Creek general fund 101	13	16	29
Due from Bay Creek enterprise fund 451	87,911	-	87,911
WC deposit	104	35	139
Total current assets	<u>1,323,134</u>	<u>81,015</u>	<u>1,404,149</u>
<b>Noncurrent assets:</b>			
Capital assets			
Property, plant and equipment	1,968,959	24,570	1,993,529
Irrigation system	-	596,951	596,951
Less accumulated depreciation	(1,609,426)	(566,653)	(2,176,079)
Total capital assets, net of accumulated depreciation	<u>359,533</u>	<u>54,868</u>	<u>414,401</u>
Total noncurrent assets	<u>359,533</u>	<u>54,868</u>	<u>414,401</u>
Total assets	<u>1,682,667</u>	<u>135,883</u>	<u>1,818,550</u>
<b>LIABILITIES</b>			
<b>Current liabilities:</b>			
Customer deposits	47,895	12,189	60,084
Due to Bayside enterprise fund 401	-	87,911	87,911
Total current liabilities	<u>47,895</u>	<u>100,100</u>	<u>147,995</u>
<b>NET POSITION</b>			
Net investment in capital assets	359,533	54,868	414,401
Unrestricted	1,275,239	(19,085)	1,256,154
Total net position	<u>\$ 1,634,772</u>	<u>\$ 35,783</u>	<u>\$ 1,670,555</u>

**BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS  
COMBINED STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUNDS 401 & 451  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>OPERATING REVENUES:</b>				
<b>Charges for services</b>				
Assessment levy - net	\$ -	\$ 316,586	\$ 325,545	97%
Irrigation	41,643	331,370	584,000	57%
Total operating revenues	<u>41,643</u>	<u>647,956</u>	<u>909,545</u>	71%
<b>OPERATING EXPENSES:</b>				
<b>Administrative services</b>				
Supervisor's fees	538	3,176	6,459	49%
Engineering fees	1,312	5,152	5,000	103%
Legal	587	1,864	6,000	31%
Audit	-	-	5,000	0%
Management	1,395	9,759	16,731	58%
Accounting & payroll	467	3,267	5,600	58%
Computer services	140	980	1,680	58%
Utility billing	3,853	26,907	33,500	80%
Telephone	25	181	311	58%
Postage & reproduction	69	321	450	71%
Printing and binding	136	956	1,639	58%
Legal notices and communications	-	317	375	85%
Office supplies	-	337	251	134%
Subscription and memberships	-	88	87	101%
ADA website compliance	-	52	147	35%
Insurance* <sup>1</sup>	-	6,408	6,340	101%
Miscellaneous	88	521	2,250	23%
Total administrative services	<u>8,610</u>	<u>60,286</u>	<u>91,820</u>	66%
<b>Field management services</b>				
Other contractual services	1,051	7,351	12,600	58%
Total field management services	<u>1,051</u>	<u>7,351</u>	<u>12,600</u>	58%
<b>Water management services</b>				
NPDES program	-	205	1,835	11%
Other contractual services: lakes	8,150	51,399	104,595	49%
Other contractual services: wetlands	1,646	13,897	22,020	63%
Other contractual services: culverts/drains	16,111	20,610	22,020	94%
Other contractual services: lake health	711	725	3,670	20%
Aquascaping* <sup>1</sup>	-	-	11,010	0%
Capital outlay	-	-	5,505	0%
Repairs and maintenance (aerators)*	199	564	5,505	10%
Total water management services	<u>26,817</u>	<u>87,400</u>	<u>176,160</u>	50%

**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 APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	7,340	0%
Total landscape services	-	-	<u>7,340</u>	0%
<b>Roadway services</b>				
Personnel	141	1,082	4,955	22%
Repairs and maintenance - parts	-	1,049	3,671	29%
Insurance	20	1,905	2,999	64%
Total irrigation supply services	<u>161</u>	<u>4,036</u>	<u>11,625</u>	35%
<b>Irrigation supply services</b>				
Personnel	3,626	26,928	74,000	36%
Reclaimed water	23,908	64,822	75,646	86%
Repairs and maintenance - parts	2,959	20,204	25,000	81%
Insurance* <sup>1</sup>	-	16,083	12,500	129%
Minor operating equipment	-	-	75,945	0%
Meter costs	4,904	11,317	7,500	151%
Other contractual services	1,875	6,411	9,000	71%
Electricity	7,157	46,065	95,000	48%
Pumps & machinery	5,652	28,691	75,000	38%
Depreciation	4,876	34,132	60,000	57%
Total irrigation supply services	<u>54,957</u>	<u>254,653</u>	<u>509,591</u>	50%
Total operating expenses	<u>91,596</u>	<u>413,726</u>	<u>809,136</u>	51%
Operating income/(loss)	<u>(49,953)</u>	<u>234,230</u>	<u>100,409</u>	
Nonoperating revenues/(expenses):				
Interest income	2,642	13,060	500	2612%
Miscellaneous income	-	-	55,000	0%
Total nonoperating revenues	<u>2,642</u>	<u>13,060</u>	<u>55,500</u>	24%
Change in net position	(47,311)	247,290	155,909	
Total net position - beginning	1,717,866	1,423,265	1,407,673	
Total net position - ending	<u>\$ 1,670,555</u>	<u>\$ 1,670,555</u>	<u>\$ 1,563,582</u>	

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

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

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2024**

	General Fund		Total Governmental Funds
	001	The Colony 002	
<b>ASSETS</b>			
Cash			
Truist	\$ 294,521	\$613,413	\$ 907,934
Truist - debit card	7,000	-	7,000
FineMark ICS	-	6	6
Bank United ICS	1,020,625	45,821	1,066,446
Bank United MM	5,000	5,000	10,000
Due from other funds			
Bayside general fund 002 - The Colony	-	1,000	1,000
Prepaid expense	130	-	130
WC deposit	1,462	-	1,462
Deposits	125	555	680
Total assets	<u>\$ 1,328,863</u>	<u>\$ 665,795</u>	<u>\$ 1,994,658</u>
<b>LIABILITIES &amp; FUND BALANCES</b>			
<b>Liabilities</b>			
Due to other funds			
Bayside general fund 002 - The Colony	1,000	-	1,000
Due to other governments (Bay Creek)			
Bay Creek - general fund 101	55	-	55
Bay Creek - enterprise fund 451	116	-	116
Due to Bayside - enterprise fund 401	208	-	208
Total liabilities	<u>1,379</u>	<u>-</u>	<u>1,379</u>
<b>Fund balances</b>			
Unassigned	1,327,484	665,795	1,993,279
Total fund balances	<u>1,327,484</u>	<u>665,795</u>	<u>1,993,279</u>
Total liabilities and fund balances	<u>\$ 1,328,863</u>	<u>\$ 665,795</u>	<u>\$ 1,994,658</u>



**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 001  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ -	\$ 1,939,837	\$ 1,987,933	98%
Interest	375	2,149	70,000	3%
Street sweeping	-	-	10,494	0%
Miscellaneous	1,606	3,356	-	N/A
Total revenue	<u>1,981</u>	<u>1,945,342</u>	<u>2,068,427</u>	94%
<b>EXPENDITURES</b>				
<b>Administration services</b>				
Supervisors	807	4,763	9,689	49%
Engineering	3,195	12,540	12,171	103%
Legal	1,429	4,538	14,605	31%
Audit	-	-	7,500	0%
Management	2,840	19,879	34,079	58%
Accounting & payroll	1,136	7,951	13,631	58%
Computer services	341	2,386	4,089	58%
Assessment roll preparation* <sup>1</sup>	573	4,012	6,877	58%
Telephone	64	450	771	58%
Postage & reproduction	169	783	1,095	72%
Printing & binding	333	2,328	3,990	58%
Legal notices and communications	-	773	913	85%
Office supplies	-	822	609	135%
Subscriptions & memberships	-	213	213	100%
ADA website compliance	-	128	205	62%
Insurance* <sup>1</sup>	-	9,612	9,551	101%
Miscellaneous (bank fees)	213	1,274	5,477	23%
Total administration services	<u>11,100</u>	<u>72,452</u>	<u>125,465</u>	58%
<b>Field management</b>				
Other contractual services	2,556	17,891	30,670	58%
Total field management services	<u>2,556</u>	<u>17,891</u>	<u>30,670</u>	58%
<b>Water management</b>				
NPDES program	-	288	2,568	11%
Other contractual services: lakes	11,407	71,931	146,381	49%
Other contractual services: wetlands	2,304	19,450	30,817	63%
Other contractual service: culverts/drains	22,547	28,844	30,817	94%
Other contractual services: lake health	994	1,014	5,136	20%
Aquascaping* <sup>1</sup>	-	-	15,408	0%
Capital outlay	-	-	7,704	0%
Repairs and maintenance (aerators)	279	789	7,704	10%
Total water management services	<u>37,531</u>	<u>122,316</u>	<u>246,535</u>	50%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 001  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	12,817	41,151	-	N/A
Electricity	-	21,976	32,456	68%
Contractual services-lightpole	-	2,951	38,947	8%
Total street lighting services	<u>12,817</u>	<u>66,078</u>	<u>71,403</u>	93%
<b>Landscaping</b>				
Supervisor	4,417	32,200	90,065	36%
Personnel	73,029	517,495	892,540	58%
Capital outlay	687	44,602	48,684	92%
Fuel	3,183	22,659	20,285	112%
Repairs & maintenance (parts)	6,496	28,470	32,456	88%
Insurance* <sup>1</sup>	-	18,114	13,640	133%
Minor operating equipment	466	9,058	16,228	56%
Horticultural dumpster	6,207	39,434	32,456	121%
Employee uniforms	1,406	12,118	27,588	44%
Chemicals	2,983	35,964	47,061	76%
Flower program* <sup>2</sup>	23,335	70,103	105,482	66%
Mulch program* <sup>2</sup>	-	53,091	67,346	79%
Plant replacement program* <sup>2</sup>	14,846	21,937	32,456	68%
Other contractual - tree trimming* <sup>1</sup>	-	1,258	10,272	12%
Other contractual - horticulturalist	-	-	1,623	0%
Other contractual - training	-	299	1,217	25%
Maintenance tracking software	-	2,270	16,228	14%
Unbudgeted contractual services	-	65,898	66,535	99%
Fountain maintenance	275	11,679	8,114	144%
Office operations	1,742	12,013	18,662	64%
Monument maintenance	-	947	12,171	8%
Total landscaping services	<u>139,072</u>	<u>999,609</u>	<u>1,561,109</u>	64%
<b>Roadway services</b>				
Personnel	369	2,940	6,934	42%
Repairs & maintenance - parts	-	1,469	5,136	29%
Insurance	-	1,986	1,541	129%
Total roadway services	<u>369</u>	<u>6,395</u>	<u>13,611</u>	47%
<b>Parks &amp; recreation</b>				
Utilities	739	5,883	10,080	58%
Operating supplies	336	1,019	960	106%
Total parks & recreation	<u>1,075</u>	<u>6,902</u>	<u>11,040</u>	63%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 001  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	3,480	0%
Tax collector	-	5,336	5,144	104%
Total other fees & charges	-	5,336	8,624	62%
Total expenditures	204,520	1,296,979	2,068,457	63%
Excess/(deficiency) of revenues over/(under) expenditures	(202,539)	648,363	(30)	
Fund balances - beginning	1,530,023	679,121	727,687	
Fund balances - ending	<u>\$ 1,327,484</u>	<u>\$ 1,327,484</u>	<u>\$ 727,657</u>	

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

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

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 002 - THE COLONY  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ -	\$ 750,654	\$ 771,352	97%
Interest & miscellaneous	233	2,933	15,000	20%
Total revenues	<u>233</u>	<u>753,587</u>	<u>786,352</u>	96%
<b>EXPENDITURES</b>				
<b>Administrative services</b>				
Accounting & payroll	782	5,472	9,380	58%
Computer services	284	1,990	3,411	58%
Assessment roll preparation* <sup>1</sup>	96	671	1,150	58%
Field management	1,184	8,290	14,211	58%
Other current charges	67	374	-	N/A
Total administrative services	<u>2,413</u>	<u>16,797</u>	<u>28,152</u>	60%
<b>Street lighting services</b>				
Contractual services - light poles* <sup>1</sup>	1,650	2,368	5,000	47%
Total street lighting services	<u>1,650</u>	<u>2,368</u>	<u>5,000</u>	47%
<b>Landscaping maintenance services</b>				
Personnel services	25,665	195,776	350,000	56%
Other contractual - horticulturalists	-	-	1,500	0%
Other contractual - training	-	44	1,500	3%
Other contractual - turf & shrub	7,364	51,546	100,000	52%
Rentals & leases	-	-	20,000	0%
Fuel	-	-	7,500	0%
Repairs & maintenance (parts)	1,215	8,463	12,000	71%
Insurance* <sup>1</sup>	-	3,648	3,000	122%
Horticulture dumpster	450	5,850	16,000	37%
Miscellaneous equipment	-	-	2,500	0%
Chemicals	-	1,821	2,500	73%
Flower program* <sup>2</sup>	-	41,886	70,000	60%
Mulch program* <sup>2</sup>	-	25,672	40,000	64%
Plant replacement program* <sup>2</sup>	-	3,500	40,000	9%
Other contractual - tree trimming* <sup>2</sup>	-	4,730	12,000	39%
Monument maintenance	510	510	3,000	17%
Total landscaping maintenance services	<u>35,204</u>	<u>343,446</u>	<u>681,500</u>	50%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 002 - THE COLONY  
FOR THE PERIOD ENDED APRIL 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Fountain services</b>				
Operating supplies	22,300	122,497	140,000	87%
Total fountain services	<u>22,300</u>	<u>122,497</u>	<u>140,000</u>	87%
Total expenditures	<u>61,567</u>	<u>485,108</u>	<u>854,652</u>	57%
Net increase/(decrease) of fund balance	(61,334)	268,479	(68,300)	
Fund balance - beginning	727,129	397,316	404,960	
Fund balance - ending	<u>\$ 665,795</u>	<u>\$ 665,795</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  
APRIL 30, 2024**

	Bayside Improvement Enterprise Fund 401
<b>ASSETS</b>	
<b>Current assets:</b>	
Cash	
Wells Fargo	\$ 4,144
SunTrust	335,086
Bank United ICS	865,941
Bank United MM	10,000
Accounts receivable (customers)	19,727
Due from Bayside general fund 001	208
Due from Bay Creek general fund 101	13
Due from Bay Creek enterprise fund	87,911
WC deposit	104
Total current assets	1,323,134
<b>Noncurrent assets:</b>	
Capital assets	
Property, plant and equipment	1,968,959
Less accumulated depreciation	(1,609,426)
Total capital assets, net of accumulated depreciation	359,533
Total noncurrent assets	359,533
Total assets	1,682,667
<b>LIABILITIES</b>	
<b>Current liabilities:</b>	
Customer deposits	47,895
Total current liabilities	47,895
<b>NET POSITION</b>	
Net investment in capital assets	359,533
Unrestricted	1,275,239
Total net position	\$ 1,634,772

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUND 401  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
<b>Operating revenues</b>				
Charges for services:				
Assessment levy - net	\$ -	\$ 237,611	\$ 244,159	97%
Irrigation	28,691	228,812	325,000	70%
Total operating revenues	<u>28,691</u>	<u>466,423</u>	<u>569,159</u>	82%
<b>Operating expenses</b>				
<b>Administrative services</b>				
Supervisors	269	1,588	3,230	49%
Engineering	984	3,864	3,750	103%
Legal	440	1,398	4,500	31%
Audit	-	-	2,500	0%
Management	1,046	7,319	12,549	58%
Accounting & payroll	350	2,450	4,200	58%
Computer services	105	735	1,260	58%
Utility billing	2,890	20,180	25,125	80%
Telephone	19	136	233	58%
Postage & reproduction	52	241	338	71%
Printing and binding	102	717	1,229	58%
Legal notices and communications	-	238	281	85%
Office supplies	-	253	188	135%
Subscription and memberships	-	66	65	102%
ADA website compliance	-	39	110	35%
Insurance* <sup>1</sup>	-	3,204	3,170	101%
Miscellaneous	67	394	1,688	23%
Total administrative services	<u>6,324</u>	<u>42,822</u>	<u>64,416</u>	66%
<b>Field management services</b>				
Other contractual services	788	5,513	9,450	58%
Total field management services	<u>788</u>	<u>5,513</u>	<u>9,450</u>	58%
<b>Water management services</b>				
NPDES program	-	154	1,376	11%
Other contractual services: lakes	6,113	38,548	78,446	49%
Other contractual services: wetlands	1,235	10,423	16,515	63%
Other contractual services: culverts/drains	12,083	15,457	16,515	94%
Other contractual services: lake health	533	544	2,753	20%
Aquascaping* <sup>1</sup>	-	-	8,258	0%
Capital outlay	-	-	4,129	0%
Repairs and maintenance (aerators)*	149	423	4,129	10%
Total water management services	<u>20,113</u>	<u>65,549</u>	<u>132,121</u>	50%

**BAYSIDE IMPROVEMENT  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUND 401  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	5,505	0%
Total landscape services	-	-	5,505	0%
<b>Roadway services</b>				
Personnel	106	812	3,716	22%
Repairs and maintenance - parts	-	787	2,753	29%
Insurance	15	1,429	2,250	64%
Total irrigation supply services	121	3,028	8,719	35%
<b>Irrigation supply services</b>				
Personnel	2,720	20,196	55,500	36%
Repairs and maintenance - parts	2,219	15,153	18,750	81%
Insurance* <sup>1</sup>	-	12,062	9,375	129%
Surplus RCS Water-Bayside	-	-	75,945	0%
Meter costs	3,678	8,488	5,625	151%
Other contractual services	1,406	4,808	6,750	71%
Electricity	5,368	34,549	71,250	48%
Pumps & machinery	4,239	21,518	56,250	38%
Depreciation	3,626	25,382	45,000	56%
Total irrigation supply services	23,256	142,156	344,445	41%
Total operating expenses	50,602	259,068	564,656	46%
Operating income/(loss)	(21,911)	207,355	4,503	
<b>Nonoperating revenues/(expenses)</b>				
Interest income	2,610	12,918	375	3445%
Miscellaneous income	-	-	45,000	0%
Total nonoperating revenues	2,610	12,918	45,375	28%
Change in net position	(19,301)	220,273	49,878	
Total net position - beginning	1,654,073	1,414,499	1,394,140	
Total net position - ending	<u>\$ 1,634,772</u>	<u>\$ 1,634,772</u>	<u>\$ 1,444,018</u>	

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



**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2024**

	General Fund	Total Governmental Funds
	101	
<b>ASSETS</b>		
Cash		
SunTrust	\$ 308,927	\$ 308,927
FineMark MM	1	1
Bank United ICS	213,399	213,399
Bank United MM	25,000	25,000
Due from other governments - Bayside Improvement		
Bayside general fund 001	55	55
WC deposit	344	344
Total assets	\$ 547,726	\$ 547,726
<b>LIABILITIES &amp; FUND BALANCES</b>		
<b>Liabilities</b>		
Due to other governments - Bayside Improvement		
Bayside - enterprise fund 401	13	13
Due to Bay Creek - enterprise fund 451	16	16
Total liabilities	29	29
<b>Fund balances</b>		
Unassigned	547,697	547,697
Total fund balances	547,697	547,697
Total liabilities and fund balances	\$ 547,726	\$ 547,726

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 101  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>REVENUES</b>				
Assessment levy - net	\$ -	\$ 467,109	\$ 480,060	97%
Interest	834	5,875	15,000	39%
Street sweeping	-	-	2,506	0%
Total revenues	<u>834</u>	<u>472,984</u>	<u>497,566</u>	95%
<b>EXPENDITURES</b>				
<b>Administration services</b>				
Supervisors	807	4,763	9,689	49%
Engineering	743	2,915	2,829	103%
Legal	332	1,055	3,395	31%
Audit	-	-	7,500	0%
Management	660	4,621	7,921	58%
Accounting & payroll	264	1,848	3,168	58%
Computer services	79	554	951	58%
Assessment roll preparation* <sup>1</sup>	133	933	1,599	58%
Telephone	15	105	179	59%
Postage & reproduction	39	182	255	71%
Printing & binding	77	541	928	58%
Legal notices and communications	-	180	212	85%
Office supplies	-	191	141	135%
Subscriptions & memberships	-	50	50	100%
ADA website compliance	-	30	48	63%
Insurance* <sup>1</sup>	-	9,612	9,551	101%
Miscellaneous (bank fees)	51	411	1,273	32%
Total administration services	<u>3,200</u>	<u>27,991</u>	<u>49,689</u>	56%
<b>Field management fees</b>				
Other contractual	594	4,158	7,129	58%
Total field management	<u>594</u>	<u>4,158</u>	<u>7,129</u>	58%
<b>Water management</b>				
NPDES program	-	67	597	11%
Other contractual services: lakes	2,652	16,720	34,024	49%
Other contractual services: wetlands	536	4,521	7,163	63%
Other contractual service: culverts/drains	5,241	6,704	7,163	94%
Other contractual services: lake health	231	236	1,194	20%
Aquascaping* <sup>1</sup>	-	-	3,582	0%
Capital outlay	-	-	1,791	0%
Repairs and maintenance (aerators)	65	183	1,791	10%
Total water management	<u>8,725</u>	<u>28,431</u>	<u>57,305</u>	50%

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 101  
FOR THE PERIOD ENDED APRIL 30, 2024**

	Current Month	Year to Date	Annual Budget	% of Budget
<b>Street lighting</b>				
Personnel services	2,979	9,565	-	N/A
Electricity	-	5,108	9,053	56%
Contractual services-lightpole	-	686	7,544	9%
Total street lighting	<u>2,979</u>	<u>15,359</u>	<u>16,597</u>	93%
<b>Landscape services</b>				
Supervisor	1,028	7,489	20,935	36%
Personnel services	16,988	120,397	207,460	58%
Capital outlay	160	10,367	11,316	92%
Fuel	740	5,267	4,715	112%
Repairs and maintenance (parts)	1,510	6,618	7,544	88%
Insurance* <sup>1</sup>	-	4,257	3,170	134%
Minor operating equipment	108	2,105	3,772	56%
Horticulture dumpster	1,443	9,166	7,544	122%
Employee uniforms	327	2,817	6,412	44%
Chemicals	689	8,359	10,939	76%
Flower program* <sup>2</sup>	5,424	16,295	24,518	66%
Mulch program* <sup>2</sup>	-	12,340	15,654	79%
Plant replacement program* <sup>2</sup>	3,451	5,099	7,544	68%
Other contractual - tree trimming* <sup>1</sup>	-	292	2,388	12%
Other contractual - horticulturalist	-	-	377	0%
Other contractual - training	-	69	283	24%
Maintenance tracking software	-	528	3,772	14%
Unbudgeted contractual services	-	15,317	15,465	99%
Fountain maintenance	64	2,715	1,886	144%
Office operations	405	2,792	4,338	64%
Monument maintenance	-	220	2,829	8%
Total landscape services	<u>32,337</u>	<u>232,509</u>	<u>362,861</u>	64%
<b>Roadway services</b>				
Personnel	87	683	1,612	42%
Repairs and maintenance - parts	-	341	1,194	29%
Insurance	-	467	358	130%
Total roadway services	<u>87</u>	<u>1,491</u>	<u>3,164</u>	47%
<b>Parks &amp; recreation</b>				
Utilities	31	245	420	58%
Operating supplies	14	42	40	105%
Total parks and recreation	<u>45</u>	<u>287</u>	<u>460</u>	62%

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 101  
FOR THE PERIOD ENDED APRIL 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Annual Budget</u>	<u>% of Budget</u>
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	145	0%
Tax collector	-	1,447	214	676%
Total other fees & charges	<u>-</u>	<u>1,447</u>	<u>359</u>	403%
Total expenditures	<u>47,967</u>	<u>311,673</u>	<u>497,564</u>	63%
Excess/(deficiency) of revenues over/(under) expenditures	(47,133)	161,311	2	
Fund balances - beginning	594,830	386,386	440,974	
Fund balances - ending	<u>\$ 547,697</u>	<u>\$ 547,697</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  
APRIL 30, 2024**

	Bay Creek Enterprise Fund 451
<b>ASSETS</b>	
<b>Current assets:</b>	
Cash	
SunTrust	\$ 63,970
Bank United ICS	8,138
Bank United MM SunTrust	2,000
Accounts receivable (customers)	6,740
Due from Bayside general fund 001	116
Due from Bay Creek general fund 101	16
WC deposit	35
Total current assets	<u>81,015</u>
<b>Noncurrent assets:</b>	
Capital assets	
Property, plant and equipment	24,570
Irrigation system	596,951
Less accumulated depreciation	<u>(566,653)</u>
Total capital assets, net of accumulated depreciation	<u>54,868</u>
Total noncurrent assets	<u>54,868</u>
Total assets	<u>135,883</u>
<b>LIABILITIES</b>	
<b>Current Liabilities:</b>	
Customer deposits	12,189
Due to Bayside enterprise fund 401	<u>87,911</u>
Total current liabilities	<u>100,100</u>
<b>NET POSITION</b>	
Net investment in capital assets	54,868
Unrestricted	<u>(19,085)</u>
Total net position	<u>\$ 35,783</u>

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUND 451  
FOR THE PERIOD ENDED APRIL 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Operating revenues</b>				
Charges for services:				
Assessment levy - net	\$ -	\$ 78,975	\$ 81,386	97%
Irrigation	12,952	102,558	259,000	40%
Total operating revenues	<u>12,952</u>	<u>181,533</u>	<u>340,386</u>	53%
<b>Operating expenses</b>				
<b>Administrative services</b>				
Supervisors	269	1,588	3,230	49%
Engineering	328	1,288	1,250	103%
Legal	147	466	1,500	31%
Audit	-	-	2,500	0%
Management	349	2,440	4,183	58%
Accounting & payroll	117	817	1,400	58%
Computer services	35	245	420	58%
Utility billing	963	6,727	8,375	80%
Telephone	6	45	78	58%
Postage & reproduction	17	80	113	71%
Printing and binding	34	239	410	58%
Legal notices and communications	-	79	94	84%
Office supplies	-	84	63	133%
Subscription and memberships	-	22	22	100%
ADA website compliance	-	13	37	35%
Insurance* <sup>1</sup>	-	3,204	3,170	101%
Miscellaneous	21	127	563	23%
Total administrative services	<u>2,286</u>	<u>17,464</u>	<u>27,408</u>	64%
<b>Field management services</b>				
Other contractual services	263	1,838	3,150	58%
Total field management services	<u>263</u>	<u>1,838</u>	<u>3,150</u>	58%
<b>Water management services</b>				
NPDES program	-	51	459	11%
Other contractual services: lakes	2,037	12,851	26,149	49%
Other contractual services: wetlands	411	3,474	5,505	63%
Other contractual services: culverts/drains	4,028	5,153	5,505	94%
Other contractual services: lake health	178	181	918	20%
Aquascaping* <sup>1</sup>	-	-	2,753	0%
Capital outlay	-	-	1,376	0%
Repairs and maintenance (aerators)*	50	141	1,376	10%
Total water management services	<u>6,704</u>	<u>21,851</u>	<u>44,041</u>	50%

**BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUND 451  
FOR THE PERIOD ENDED APRIL 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Landscape services</b>				
Other contractual - tree trimming	-	-	1,835	0%
Total landscape services	<u>-</u>	<u>-</u>	<u>1,835</u>	<u>0%</u>
<b>Roadway services</b>				
Personnel	35	270	1,239	22%
Repairs and maintenance - parts	-	262	918	29%
Insurance	5	476	750	63%
Total irrigation supply services	<u>40</u>	<u>1,008</u>	<u>2,907</u>	<u>35%</u>
<b>Irrigation supply services</b>				
Personnel	906	6,732	18,500	36%
Reclaimed water	23,908	64,822	75,646	86%
Repairs and maintenance - parts	740	5,051	6,250	81%
Insurance* <sup>1</sup>	-	4,021	3,125	129%
Meter costs	1,226	2,829	1,875	151%
Other contractual services	469	1,603	2,250	71%
Electricity	1,789	11,516	23,750	48%
Pumps & machinery	1,413	7,173	18,750	38%
Depreciation	1,250	8,750	15,000	58%
Total irrigation supply services	<u>31,701</u>	<u>112,497</u>	<u>165,146</u>	<u>68%</u>
Total operating expenses	<u>40,994</u>	<u>154,658</u>	<u>244,487</u>	<u>63%</u>
Operating income/(loss)	(28,042)	26,875	95,899	
Nonoperating revenues/(expenses)				
Interest income	32	142	125	114%
Miscellaneous income	-	-	10,000	0%
Total nonoperating revenues	<u>32</u>	<u>142</u>	<u>10,125</u>	<u>1%</u>
Change in net position	(28,010)	27,017	106,024	
Total net position - beginning	63,793	8,766	13,533	
Total net position - ending	<u>\$ 35,783</u>	<u>\$ 35,783</u>	<u>\$ 119,557</u>	

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

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

**MINUTES**



**DRAFT**

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

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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 April 22, 2024 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public 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 (via phone/Zoom)	Assistant Secretary
Gail Gravenhorst	Assistant Secretary
Karen Montgomery	Assistant Secretary

**Present for Bay Creek CDD:**

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

**Also present:**

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel, Bayside Improvement CDD
Wes Kayne (via phone/Zoom)	District Engineer
Paul Kemp	Field Manager
Andy Nott	Superior Waterway
Jim Hoppensteadt	Pelican Landing General Manager
Eric Franzoi	President of W.J. Johnson & Associates
Dean Francis	Resident & Longlake Village HOA President
Norman Billups	Resident

41 Jane Speidel Resident  
42 Robert Cameron Resident  
43 Patricia Haskin Resident  
44 Laurie Francis Resident  
45 Tom Briers Resident

46  
47

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

50

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

52 The Pledge of Allegiance was recited.

53

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

55

56 For Bayside Improvement CDD, Supervisors Montgomery, Gravenhorst, Nicholson and  
57 McCarthy were present. Supervisor Cramer attended via telephone/Zoom.

58 For Bay Creek CDD, all Supervisors were present.

59

60 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery,**  
61 **with all in favor, authorizing the attendance and full participation of Mr. Bernie**  
62 **Cramer, via phone/Zoom, due to exceptional circumstances, was approved.**

63

64

65 **THIRD ORDER OF BUSINESS** **Public Comments: Agenda Items**

66

67 Resident Robert Cameron voiced his opinion that the CDDs operated poorly this past year.  
68 He thinks the irrigation system performed poorly and the Capri lawns are unsightly. He had new  
69 sod installed in his front yard, at his expense.

70 Mrs. Adams stated that she received several public comments about this and suggested  
71 hearing all public comments before Mr. Kemp responds.

72 Resident Patricia Haskin, speaking on behalf of Capri homeowners, asked for  
73 reimbursement of the cost to replace damaged lawns and bushes due what she believes was  
74 incorrect programming of the sprinkler system last summer, despite reporting irrigation issues to  
75 appropriate Staff. She discussed letters sent to residents about the condition of their lawns,

76 collected signatures from nine residents who suffered loss and questioned scheduling upcoming  
77 plantings when the email states they are only allowed to water once a week. In her opinion,  
78 communication is lacking. She requested help from the Board.

79 Resident Jane Speidel stated that Ms. Haskin expressed residents’ displeasure and the  
80 residents want the Board to find a solution in what transpired in Capri.

81 Mr. Kemp discussed transitioning between the Phase 2 and Phase 3 pump schedules to  
82 address drought conditions last summer, to recharge the wells and replenish water in the lakes.  
83 Residents should notify Staff of sprinkler issues, as it might be due to a clogged meter that just  
84 needs to be flushed out.

85 Discussion ensued regarding distribution of the pump station schedule, correction of the  
86 pump station mis-programming within four weeks, residents understanding the pump schedule,  
87 Lee County’s once a week water restrictions due to current drought conditions and the customer  
88 service links that are posted on the website.

89 Resident and Longlake Village HOA President Dean Francis asked about the filter project  
90 and asked if neighborhood volunteers can install littoral plantings to expand the buffer, at their  
91 expense. Mr. Adams stated Staff will obtain proposals once the best location to tie into the  
92 system is determined; the project is expected to be completed later this summer. Regarding  
93 littorals, he suggested residents redirect sprinkler heads to cover the littorals during the dry  
94 season, not plant lilies and plant littorals that produce color.

95 The preferred list will be emailed to Mr. Francis.

96 Resident Norman Billups referred to photographs and distributed the letter to Longlake  
97 Representatives listing several of his concerns about the berm turning onto Pennyroyal Drive.

98 Mr. Adams stated that he inspected the berm after receiving Ms. Cramer’s email. With  
99 guidance from the Landscape Committee, he and the Field Manager will work on a remediation  
100 plan to return the area to the Landscape Architect’s plan; work will commence in the rainy  
101 season.

102 Mr. Durney suggested Mr. Billups mention his concerns to the Landscape Committee.

103

104 **JOINT BUSINESS ITEM(S)**

105 **FOURTH ORDER OF BUSINESS**105 **Staff Report: District Engineer – Barraco &**  
106 **Associates, Inc.**107  
108 Mr. Kayne reported the following:109 ➤ The Bayside annual sluice gate inspections were completed Friday. He will submit the  
110 Report to Mrs. Adams by Friday to include on the next agenda. Staff reported one structure with  
111 a rusty chain due to the wheels locking up; overall, everything “looked good”.112 ➤ Parcel M & N: Field Representatives continue with on-site inspections of the temporary  
113 conveyance every two to three weeks. At this time the BMP’S are still in place and there are no  
114 issues.115 ➤ The 24” directional bore for drainage crossing Pelican Colony Boulevard took a few days  
116 to uncover; once connected to the temporary conveyance, the CDD might see some  
117 improvement.

118

119 **FIFTH ORDER OF BUSINESS**119 **Treatment Report: March 2024 – Superior**  
120 **Waterway Services, Inc. (Andy Nott)**

121

122 Mr. Nott presented the Treatment Report and discussed upcoming monitoring and  
123 treatments on certain lakes. Overall, the lakes look good. He distributed and presented the Estero  
124 Water Sample analysis for Lake A-16. The concern is identifying ammonia and COD Chemical  
125 oxygen demand; aeration will help over time but applying a high rate of bacteria for one month  
126 is recommended and initiating a maintenance plan for one year, which will help reduce the  
127 nutrients, breakdown organic materials and sludge in the bottom of the lake, and help with odor  
128 and clarity. He will provide treatment and maintenance proposals for the next agenda.129 • **Consideration of Service Agreement [Fountain Repair]**130 Mr. Kemp presented the Superior Waterway Services, Inc. proposal to retrofit lighting in  
131 Fountains B3 South and B3 North to modern LED lights.132 Mr. Adams addressed a question about the budget and Mr. Nott addressed a question  
133 about shipping costs; the CDDs will be credited if the actual shipping cost is less than the amount  
134 listed.

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**On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery, with all in favor, the Superior Waterway Services, Inc. Service Agreement for Fountain Repair dated October 16, 2023 to retrofit Fountains B3 South and B3 North lighting to LED lights, for a combined total not-to-exceed amount of \$4,895.14, was approved.**

**On MOTION for Bay Creek by Mr. Addison and seconded by Mr. Travers, with all in favor, the Superior Waterway Services, Inc. Service Agreement for Fountain Repair dated October 16, 2023, to retrofit Fountains B3 South and B3 North lighting to LED lights, for a combined total not-to-exceed amount of \$4,895.14, was approved.**

**SIXTH ORDER OF BUSINESS**

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

Mr. Franzoi presented Letters of Engagement for a revised Statement of Work and estimated costs, as follows:

**A. Building Pricing**

The estimated cost to quantity the installed cost of a steel building is \$29,500; bids will be solicited to purchase, install and erect a prefabricated steel structure and concrete pad, which will be presented, along with building specs, at a future meeting.

**B. Deferred Maintenance Items**

The estimated cost for maintenance items deferred beyond their life expectancy is \$39,600.

**C. Zoning LDO- Proposed New Building**

The estimated cost to apply for the Limited Development Order (LDO) "Type D" requested by Zoning and apply for the zoning administrative amendment, if required, is \$6,750. Mr. Adams advised Mr. Franzoi that the CDDs will pay the application fees directly to the County.

Discussion ensued regarding estimates exceeding the \$35,000 competitive bid threshold, asking Mr. Franzoi to review bids, find out if they can be adjusted below the threshold amount and Management processing the maintenance proposal.

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**On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Montgomery, with all in favor, the W.J. Johnson & Associates Letters of Engagement for Project #23048.03 and Project #23048.04, subject to Mr. Franzoi adjusting the total amount to not exceed \$34,999, were approved.**

**On MOTION for Bay Creek by Mr. Addison and seconded by Mr. Travers, with all in favor, with all in favor, the W.J. Johnson & Associates Letters of Engagement for Project #23048.03 and Project #23048.04, subject to Mr. Franzoi adjusting the total amount to not exceed \$34,999, were approved.**

**SEVENTH ORDER OF BUSINESS**

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

This item was deferred.

**EIGHTH ORDER OF BUSINESS**

**Discussion: Water Quality and the Task Force**

This item was deferred.

**NINTH ORDER OF BUSINESS**

**Consideration of Coleman Yovanovich Koester, P.A. Engagement for District Counsel Services [Bay Creek CDD]**

Mr. McCarthy asked Mr. Urbancic how the CDDs will be billed. Mr. Urbancic stated that he will bill his time in half between the CDDs for general items and then separate billing for items specific to each District.

**On MOTION for Bay Creek by Mr. Janek and seconded by Mr. Travers, with all in favor, with all in favor, engagement of Coleman Yovanovich Koester, P.A. to serve as District Counsel for the Bay Creek CDD, was approved.**

**TENTH ORDER OF BUSINESS**

**Discussion/Update: Cane Toad Summary from April 9, 2024 PLCA Meeting**

208 The Cane Toad Summary of discussions from the April 9, 2024 PLCA Meeting was included  
209 for informational purposes.

210 Ms. Montgomery stated that all participants in the PLCA meeting concluded that a cane  
211 toad removal plan is a CDD matter to coordinate. She recommended deferring this until the  
212 Pesky Varmints and Southern Trappers proposals can be presented at the next meeting.

213 Discussion ensued regarding the CDDs maintaining the lakes, adult toads outside CDD  
214 property, Pesky Varmints 50% discount if everyone participates, the contract not including a  
215 promise to diminish the population and a suggestion to contact the person written up in the  
216 News Press and Florida Weekly about a program he devised.

217

218 **On MOTION for Bayside by Mr. McCarthy and seconded by Ms. Gravenhorst,**  
219 **with all in favor, taking no action and tabling this until all participants agree to**  
220 **participate in the program, was approved.**

221

222 **On MOTION for Bay Creek by Mr. Addison and seconded by Ms. McVay, with all**  
223 **in favor, with all in favor, taking no action and tabling this until all participants**  
224 **agree to participate in the program, was approved.**

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226

227 **ELEVENTH ORDER OF BUSINESS**

**Committee Reports**

228

229 **A. PLCA Landscape Committee**

230

There was no report.

231 **B. Colony Landscape Committee**

232

The Report was included for informational purposes.

233 **▪ Approval of March 25, 2024 Joint Regular Meeting Minutes**

234

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

235

236 **On MOTION for Bayside by Mr. McCarthy and seconded by Mr. Nicholson, with**  
237 **all in favor, the March 25, 2024 Joint Regular Meeting Minutes, as amended to**  
238 **include any changes submitted to Management, were approved.**

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**On MOTION for Bay Creek by Mr. Travers and seconded by Mr. Addison, with all in favor, the March 25, 2024 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.**

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

The Monthly Year-End Financial Forecast Report was distributed in the meeting.

**THIRTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial Statements as of March 31, 2024**

Mr. Adams discussed CDD Management taking action to ensure the interest earned amounts in the ICS accounts are captured correctly in future statements. The next statement will show the transfer of funds he authorized to the BankUnited ICS investment account. There are plans to close out Bayside’s FineMark account and Wells Fargo account; those funds will be moved to the ICS account. He will email the current financial position to the Boards and move the “miscellaneous income” line item for both CDDs under the Operating Revenues section.

Discussion ensued regarding monitoring the “Irrigation” revenue line item.

The financials were accepted.

**FOURTEENTH ORDER OF BUSINESS** **Approval of March 25, 2024 Joint Regular Meeting Minutes**

This item was presented following Item 11B.

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

This item was not addressed.

**SIXTEENTH ORDER OF BUSINESS** **Old Business**

There was no old business.



275 SEVENTEENTH ORDER OF BUSINESS Staff Reports

276

277 A. District Counsel: Gregory Urbancic, Esq., Coleman Yovanovich Koester, P.A.

278 There was no report.

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

280 I. Monthly Status Report: Field Operations

281 The Monthly Report was included for informational purposes.

282 II. NEXT MEETING DATE: May 20, 2024 at 2:00 PM [Presentation of Fiscal Year  
283 2024/2025 Proposed Budget]

284 o QUORUM CHECK

285 All Supervisors, except Mr. Nicholson, confirmed their attendance at the May 20, 2024  
286 meeting.

287

288 EIGHTEENTH ORDER OF BUSINESS Supervisors' Requests

289

290 Ms. Montgomery advertised the PLCA meeting this Thursday at 4:00 p.m., and invited  
291 everyone to learn about the Corkscrew Regional Eco System Watershed. She conveyed the  
292 question from a Sawgrass Board Member regarding how Sawgrass can get a fountain in its lake.  
293 Mr. Adams advised that it must be coordinated with the golf course.

294 Ms. Gravenhorst asked if sod replacement is part of the plant replacement budget. Mr.  
295 Kemp relied affirmatively.

296 Mr. Nicholson asked if Mr. Hoppensteadt is interested in his offer to discuss the  
297 Emergency Preparedness and Emergency Response plans in place. Mr. Hoppensteadt relied  
298 affirmatively.

299

300 NINETEENTH ORDER OF BUSINESS Public Comments: Non-Agenda Items

301

302 No members of the public spoke.

303

304 TWENTIETH ORDER OF BUSINESS Adjournment

305

306 There being nothing further to discuss, the meeting adjourned at 3:31 p.m.

307 **FOR BAYSIDE IMPROVEMENT:**

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311 \_\_\_\_\_

312 Secretary/Assistant Secretary

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314 **FOR BAY CREEK:**

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319 Secretary/Assistant Secretary

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Chair/Vice Chair

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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 04.22.24 MEETING**

1. Mrs. Adams: Send CDD preferred littoral planting list to Mr. Francis. **COMPLETED after 04.22.24 mtg**
2. Mr. Adams: With Landscape Committee guidance, work w/ Field Management on remediation plan for berm by Pennyroyal Drive. **ONGOING**
3. Mrs. Adams: Distribute Annual Sluice Gate Inspection Report to the Boards and include on next agenda. **ONGOING**
4. Mr. Nott: Send treatment and maintenance proposal for Lake A-16 to Mrs. Adams to include on the next agenda. **COMPLETED after 04.22.24 mtg**
5. Mr. Nott: Credit shipping cost for LED lighting to the CDDs, if warranted. **ONGOING**
6. Mr. Franzoi: Adjust proposal amounts for Maintenance & Admin. Facility below the bid threshold and present, along with the building specs at the next meeting. **ONGOING**
7. Mr. Adams: Email current financial positions to the Boards. Have “miscellaneous income” budget line item for both CDDs moved under the Operating Revenues section. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs**  
**ACTION/AGENDA ITEMS**  
**ACTIVE / ONGOING – CARRY OVER FROM 03.25.24 MEETING**

1. Mr. Nott: Lake B-7 address floating debris in the lake and fountain not working. **ONGOING**
2. Mr. Adams: Work with Mr. Kemp on reviewing the Longlake Village's valve project. **ONGOING**
3. WHA Office: Include "Discussion of Water Quality and Task Force" as an agenda item. **ONGOING**
4. Mr. Willis & Mr. Kemp: Work together on the Colony light bulb replacement project and painting the light poles. **ONGOING**
5. Accounting: Incorporate the earned interest amount into the Unaudited Financial Statements. **ONGOING**
6. Mr. Adams. Research and advise Mr. Durney information on the \$10,000 assigned to the "Nonoperating revenues/(expenses)-Miscellaneous income" budget line item. **ONGOING**
7. Mr. Urbanic: Include engagement letter to serve as District Counsel for the Bay Creek CDD on the next agenda. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs**  
**ACTION/AGENDA ITEMS**  
**ACTIVE /ONGOING – CARRIED OVER OLDER THAN 02.24.24**

1. Mr. Kemp: Prep list of resources that can be done for Scope of Space Constraint Project & Scope for Deferred Maintenance, initially, and what resources will be needed on an ongoing basis. **ONGOING**
2. Staff: Obtain quote from W.J. Johnson & Assoc. for entire scope of services broken down into three proposals; restoration, space optimization and zoning permit. **03.25.24** Mr. Nicholson: Work w/ Mr. Adams and Johnson & Assoc on scope & new proposals w/ Fee Schedule. **ONGOING**
3. Mr. Kemp: Obtain proposal to repair pavers once MRI completes work at 24001 Addison Place Court. **ONGOING**
4. Ms. Hughes: Provide Mr. Kemp life span of the PLCA's various plants. **ONGOING**
5. Mr. Adams: Follow-up with Bank United on status of earned interest. **ONGOING**
6. Staff: Work w PLCA on Cane Toad Mitigation strategy involving all parties. **ONGOING**
7. Mr. Adams: Discuss issue of interest owed to Bayside from Bay Creek, due to the \$80,000 irrigation debt, with the Accounting Department. **02.26.24** Research interest owed to Bayside and reason for changes in the current and prior Variance Report **ONGOING**
8. Mr. Nott: Obtain salinity test and address reinstallation of littorals during the rainy season. Lake behind Ms. McVay's home, Lake D-9. **ONGOING**
9. Mr. Nicholson: Point person w County/ other entities-Space Optimization of Maintenance & Administrative Facility on Coconut Road, in consultation with Staff. **ONGOING**
10. Mr. Adams: Research charging interest if, BI loan to BC is not paid before FY24. **ONGOING**
11. 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**
12. 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**
13. Mr. Adams: Email WCI/PLCA Quit Claim Deed to Mr. Urbancic to review. **ONGOING**
14. Mr. Adams: Update Pg 18 budget description how "Utility billing" is calculated. **ONGOING**

**BAYSIDE IMPROVEMENT & BAY CREEK CDDs**  
**ACTION/AGENDA ITEMS**  
**ACTIVE /ONGOING – CARRIED OVER OLDER THAN 02.24.24**

- 15.** Mr. Adams: Prep MOU-residents maintaining behind McPhail & 2 other homes. **ONGOING**
- 16.** 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**
- 17.** Mr. Adams: Prep spreadsheet depicting items in General Ledger that the CDDs maintain but another entity owns and send to Ms. Gravenhorst. 03.25.24 Give PowerPoint presentation at the next meeting. **ONGOING**
- 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**  
**DATE MOVED TO COMPLETED – RECENT TO OLDEST**

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



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

16. Mr. Adams: Research why water billing no longer indicates when a penalty for overuse applies. **COMPLETED 03.25.24**
17. Staff: Remove treated vines visible when entering the southern gate, towards The Nest. **COMPLETED 03.25.24**
18. Mr. Adams: Review horticulturist dumpster invoice & bill the PLCA accordingly. **COMPLETED 03.25.24**
19. Mr. Adams: Have Acct reconcile charges applied to “Other contractual-tree trimming” line item that belong to “Unbudgeted contractual services” budget line item. **COMPLETED 03.25.24**
20. Mr. Kayne: Ask M&N for construction schedule. Monitor progress & report it to BOS and Staff. **06.26.23** Mr. Adams: Ask Mr. Barraco for construction schedule. **COMPLETED 03.25.24**
21. Staff: Recreate PLCA / CDD list of “Who Owns What” **COMPLETED 03.25.24**
22. Mr. Urbancic: Ask City for letter that it does not oppose vacation & replacement of drainage easement and that there is no necessity for a replat. **COMPLETED 03.25.24**
23. Mr. Adams: Implement irrigation penalty rates. **COMPLETED 01.22.24**
24. 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**
25. 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**
26. Mr. Puthoff: Ask Grace to e-blast pump schedule to all residents and weekly reminders to all HOA Presidents that this is still an issue. **COMPLETED 01.22.24**
27. Staff: Request a proposal to paint fourth monument by Spring Creek; if CDD does not have funds, Landscape Committee wants to fund the expense. **COMPLETED 01.22.24**

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

28. Mr. Willis: Pesky Varmints quote for cane toad removal be revisited before toads are active again. This item will be included on the next meeting agenda. **COMPLETED 01.22.24**
29. Mr. Cox: Email letter to 3709 Baycreek Dr to District Mgmt. **COMPLETED 01.22.24**
30. Mr. Adams: Prep educational PowerPoint Presentation, invite PLCA Management and all three Boards; advertise workshop for mid-January 2024. **COMPLETED 01.22.24**
31. Mr. Kemp: Provide itemized cost for other PLCA painting projects and notify PLCA of the CDD's decision to proceed with monuments. **COMPLETED 01.22.24**
32. Mr. Willis & Mr. Kemp: Review proposals to paint the three 41 monuments, if correct execute contract in the amount not-to-exceed \$17,000. **COMPLETED 01.22.24**
33. Ms. Hill: Email new product info to treat submersibles to Mrs. Adams. **COMPLETED 12.04.23**
34. Mr. Adams: Meet w/ Mr. Kemp to review chart of account budget line items. **COMPLETED 12.04.23**
35. Mr. Adams: Include "Discussion/Consideration to Increase Penalty Rates" on next agenda. **COMPLETED 12.04.23**
36. Mr. Adams: Have vendor repair street light at 25121 Bay Cedar Dr. **COMPLETED 12.04.23**
37. Mr. Adams: Advertise the request for proposals for CDD Maintenance and Operations Facility to the Space Optimization Study at first of the year. **COMPLETED 12.04.23**

**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](#); [Grant Gale](#)  
**Subject:** Monthly Reports - 5/9/2024  
**Date:** Thursday, May 9, 2024 3:57:32 PM  
**Attachments:** [IMG\\_0471.jpeg](#)  
[Prop20240509bentleyPENNYROYAL.pdf](#)  
[Prop20240430qarlandGREENVIEW.pdf](#)  
[Application\\_202404.pdf](#)  
[Colony\\_202404.pdf](#)  
[Emergent\\_202404.pdf](#)  
[Landing\\_202404.pdf](#)

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Cleo,

This month I have a proposal from Bentley to rebuild a metered service for streetlights on Pennyroyal, \$3,225. I have also invited a guest, Grant Gale of The Garland Company, to present a proposal for a new roof on the Baycreek Pump Station on Greenview Drive.

Regards,  
Paul Kemp  
Field Manager  
Bayside/Baycreek CDD  
[pelicanlandingcdds.net](http://pelicanlandingcdds.net)

Landscape:

We are back to weekly mowing. Routine trimming taking place around the three entries. We are hard-cutting some Arbigcolas out on the 41 berm. We fertilized the turf in The Colony and The Landing. PLCA has identified some areas within the gates that have aged-out and has agreed (in principle) to fund material, while the CDD provides labor, as available, on a case by case basis.

Irrigation:

One inch of rain measured since last report and irrigation water levels are receding again so we have returned to the Phase Three Pumps Schedule. We finally received a big shipment of water meters so we have been able to chip away at the zeros and slowly registering meters.

Phase THREE Pumps Schedule:

Off - Sunday 10am until Wednesday at 6am



<b>Application Landing</b>					
<b>Upcoming Jobs</b>					
<b>Name</b>	<b>Crew</b>	<b>Created</b>	<b>Task</b>	<b>Actual</b>	<b>Team</b>
Tennis courts	2	2024-05-07	Weeds	0	0
Sweet gum ct	1	2024-05-08	Weeds	0	0
Black rush ct	1	2024-05-08	Weeds	0	0
Quil leaf ct	1	2024-05-08	Weeds	0	0
Cassia ct	1	2024-05-08	Weeds	0	0
Fiddlehead ct	1	2024-05-08	Weeds	0	0
Tassel flower ct	1	2024-05-08	Weeds	0	0
Wild indigo	1	2024-05-08	Weeds	0	0
Pine fern ln	1	2024-05-08	Weeds	0	0
Muscadine ln	1	2024-05-08	Weeds	0	0
Holly brier ln	1	2024-05-08	Weeds	0	0
Capri/Goldcrest circles	1	2024-05-08	Weeds	0	0
Candle berry ct	1	2024-05-08	Weeds	0	0
Heron point ct	1	2024-05-08	Weeds	0	0
Baycedar circles	1	2024-05-08	Weeds	0	0
Glenwater ln	1	2024-05-08	Weeds	0	0
Blue sage	1	2024-05-08	Weeds	0	0
Pepper mill ct	1	2024-05-08	Weeds	0	0
Baycreek	1	2024-05-08	Weeds	0	0
The rige circles	1	2024-05-08	Weeds	0	0
Pinewater circle	1	2024-05-08	Weeds	0	0
Greenview dr circle	1	2024-05-08	Weeds	0	0
<b>2024-05-07 to 2024-05-08</b>				<b>0</b>	<b>0</b>

<b>In Progress Jobs</b>					
<b>Name</b>	<b>Crew</b>	<b>Created</b>	<b>Task</b>	<b>Actual</b>	<b>Team</b>
Lakemont circles	2	2024-05-08	Weeds	0	0
		<b>2024-05-08</b>		<b>0</b>	<b>0</b>
<b>Completed Jobs</b>					
<b>Name</b>	<b>Crew</b>	<b>Created</b>	<b>Task</b>	<b>Actual</b>	<b>Team</b>
Dog stations	1	2024-04-01	Cleanup	1.59	1.59
Turf	1	2024-04-01	Application	0	0
Green view dr	1	2024-04-01	Hand Weeding	16.75	16.75
Pelican landing	2	2024-04-03	Hand Weeding	6.56	13.12
Dog stations/trash	1	2024-04-01	Cleanup	1.14	1.14
Turf	1	2024-04-02	Application	0	0
The colony kayak park	1	2024-04-04	Application	1.68	1.68
Colony beach area	1	2024-04-05	Application	2.8	2.8
Crack and crevice	1	2024-04-04	Application	11.99	11.99
Sweeping	1	2024-04-03	Cleanup	8.91	8.91
Dog stations	2	2024-04-09	Cleanup	1.19	2.38
Pelican nest dr	2	2024-04-09	Weeds	1.08	2.16
Us 41	2	2024-04-09	Hand Weeding	7.85	15.7
Waterside dr	2	2024-04-10	Hand Weeding	0.03	0.06
Dog stations/ trash	1	2024-04-11	Cleanup	1.77	1.77
Sweeping	1	2024-04-11	Cleanup	1.88	1.88
Spring creek rd	2	2024-04-05	Application	0	0
Monuments	2	2024-04-02	Application	5.06	10.12
Monuments	2	2024-04-12	Weeds	2.65	5.3
Dog stations/trash	2	2024-04-15	Cleanup	1.84	3.68
Annuals	1	2024-04-15	Application	4.69	4.69

Annuals	1	2024-04-15	Application	2.34	2.34
Children's park	2	2024-04-16	Weeds	3.38	6.76
Coconut rd	2	2024-04-10	Hand Weeding	10.22	20.44
Pennyroyal dr	2	2024-04-16	Hand Weeding	6.98	13.96
Bougainvilleas	1	2024-04-15	Application	13.05	13.05
Dog stations/trash	1	2024-04-17	Cleanup	1.94	1.94
Greenview dr	2	2024-04-18	Application	6.85	13.7
Pelican landing	2	2024-04-11	Hand Weeding	11.2	22.4
Sweeping	1	2024-04-17	Cleanup	8.89	8.89
Waterside	2	2024-04-18	Application	4.75	9.5
Colony beach area	2	2024-04-12	Weeds	0.52	1.04
Dog stations/trash	2	2024-04-22	Cleanup	1.66	3.32
Black rush court	2	2024-04-22	Weeds	2.47	4.94
Annuals	1	2024-04-22	Annuals	6.01	6.01
Pelican colony blvd	2	2024-04-18	Weeds	10.53	21.06
North commons dr	2	2024-04-23	Weeds	4.06	8.12
Flowering plants	1	2024-04-23	Application	7	7
Bay cedar dr	2	2024-04-22	Weeds	12.22	24.44
Dog stations/trash	1	2024-04-24	Cleanup	2.38	2.38
Coco plum and silver thorns	1	2024-04-23	Application	12.16	12.16
Turf spot treatment	1	2024-04-25	Turf	5.21	5.21
Quillleaf ct and te circle	1	2024-04-25	Weeds	6.09	6.09
Pelicans nest dr	1	2024-04-25	Weeds	4.42	4.42
Sweeping	1	2024-04-24	Cleanup	8.78	8.78
Gold crest dr	1	2024-04-26	Weeds	3.35	3.35
WM8	1	2024-04-23	Cleanup	0	0
Dog stations	2	2024-04-29	Cleanup	2.26	4.52
Springs creek circle	2	2024-04-29	Weeds	5.9	11.8
Crack crevice	1	2024-04-29	Weeds	8.41	8.41

Bougainvilleas	1	2024-04-30	Application	8.73	8.73
Dog stations/ trash	1	2024-05-02	Cleanup	1.82	1.82
Baycedar ficus	2	2024-05-02	Application	5.7	11.4
Waterside ficus	2	2024-05-02		2.66	5.32
Sweeping	1	2024-05-02	Cleanup	8.55	8.55
Bay cedar circles	2	2024-05-03	Weeds	0	0
Gold crest/capri circles	2	2024-05-03	Weeds	0.81	1.62
Blue sage ct	2	2024-05-03	Weeds	0.09	0.18
Waterside circles	2	2024-05-03	Weeds	0.47	0.94
Lakemont park east	2	2024-05-03	Weeds	0.65	1.3
Twin berry ct	2	2024-05-03	Weeds	0.41	0.82
Lake mont west park	1	2024-05-03	Weeds	0.57	0.57
Dog stations/trash	2	2024-05-06	Cleanup	1.95	3.9
Annuals fertilizer	1	2024-05-06	Annuals	8.27	8.27
Pelican colony blvd	2	2024-04-30	Weeds	34.43	68.86
Community center	2	2024-05-07	Application	0.07	0.14
Pelican colony Blvd 41 entrance	2	2024-05-07	Application	0.04	0.08
Lakemont parks	2	2024-05-07	Application	0.03	0.06
Walden center dr	2	2024-05-07	Weeds	2.43	4.86
Pennyroyal berm	1	2024-05-08	Application	1.64	1.64
Community center	2	2024-05-07	Weeds	4.58	9.16
Goldcrest shrubs	1	2024-05-08	Application	0.47	0.47
<b>2024-04-01 to 2024-05-08</b>				<b>336.86</b>	<b>500.44</b>



<b>Updates</b>			
<b>Item Name</b>	<b>User</b>	<b>Created At</b>	<b>Update Content</b>
<b>Green view dr</b>	Jorge Montoya	02/April/2024 08:53:46 AM	Insecticide systemic for chinch bugs
<b>Turf</b>	Jorge Montoya	01/April/2024 03:56:29 PM	Insecticide systemic for chinch bugs
<b>Turf</b>	Jorge Montoya	01/April/2024 03:57:36 PM	Greenveiw,Pinewater pelican
<b>Turf</b>	Jorge Montoya	02/April/2024 08:54:04 AM	Walden dr berm
<b>Monuments</b>	Clara Alonso	11/April/2024 10:54:30 AM	Hand weeding
<b>Pelican landing</b>	Clara Alonso	03/April/2024 09:49:41 AM	Suckers
<b>Crack and crevice</b>	Jorge Montoya	04/April/2024 07:12:29 AM	Non selective
<b>The colony kayak park</b>	Jorge Montoya	04/April/2024 07:56:04 AM	Ant bait
<b>Colony beach area</b>	Jorge Montoya	05/April/2024 07:41:10 AM	Non selective
<b>Spring creek rd</b>	Clara Alonso	05/April/2024 07:50:26 AM	Non selective
<b>Us 41</b>	Clara Alonso	09/April/2024 07:23:11 AM	Non selective
<b>Pelican nest dr</b>	Clara Alonso	09/April/2024 02:46:22 PM	Non selective
<b>Coconut rd</b>	Clara Alonso	10/April/2024 08:55:59 AM	Non selective
<b>Waterside dr</b>	Clara Alonso	10/April/2024 10:47:56 AM	Non selective
<b>Pelican landing</b>	Clara Alonso	11/April/2024 09:23:39 AM	Suckers
<b>Pelican landing</b>	Jorge Montoya	17/April/2024 11:26:14 AM	Non selective/suckers
<b>Monuments</b>	Clara Alonso	12/April/2024 07:25:44 AM	Non selective
<b>Colony beach area</b>	Clara Alonso	12/April/2024 09:44:28 AM	Non selective
<b>Annuals</b>	Jorge Montoya	15/April/2024 07:57:43 AM	Pelican landing area insecticide and fungicide
<b>Annuals</b>	Jorge Montoya	15/April/2024 12:39:59 PM	Insecticide and fungicide
<b>Annuals</b>	Jorge Montoya	15/April/2024 12:40:26 PM	The colony
<b>Bougainvilleas</b>	Jorge Montoya	15/April/2024 03:08:53 PM	Insecticide for caterpillars/liquid fertilizer

<b>Children's park</b>	Clara Alonso	16/April/2024 07:32:49 AM	Non selective
<b>Pennyroyal dr</b>	Clara Alonso	16/April/2024 11:25:25 AM	Non selective
<b>Greenview dr</b>	Jorge Montoya	17/April/2024 03:25:05 PM	Insecticide and fungicide ,iron on vegetation that was trimmed.
<b>Annuals</b>	Jorge Montoya	18/April/2024 10:06:04 AM	Alternate insecticide and fungicide
<b>Annuals fertilizer</b>	Jorge Montoya	18/April/2024 10:10:46 AM	14-14-14 fertilizer and snail bait pelican landing and the colony
<b>Waterside</b>	Jorge Montoya	18/April/2024 02:02:37 PM	Spraying vegetation
<b>Pelican colony blvd</b>	Clara Alonso	18/April/2024 02:16:18 PM	Hand weeding in the jasmine .
<b>Black rush court</b>	Clara Alonso	22/April/2024 08:58:10 AM	Non selective
<b>Black rush court</b>	Clara Alonso	22/April/2024 10:03:55 AM	And hand weeding
<b>Bay cedar dr</b>	Clara Alonso	22/April/2024 11:51:17 AM	Non selective
<b>Bay cedar dr</b>	Clara Alonso	22/April/2024 11:54:11 AM	Hand weeding
<b>Flowering plants</b>	Jorge Montoya	23/April/2024 07:11:34 AM	Insecticide and fungicide,liquid fertilizer
<b>Flowering plants</b>	Jorge Montoya	23/April/2024 01:35:16 PM	Excluding bougainvilleas
<b>North commons dr</b>	Clara Alonso	23/April/2024 08:35:32 AM	Non selective
<b>WM8</b>	Paul Kemp	23/April/2024 10:45:52 AM	On Burnt Pine, north of Nest Drive. Please clean up litter at the north side.
<b>Coco plum and silver thorns</b>	Jorge Montoya	24/April/2024 07:51:42 AM	Fungicide and insecticide iron
<b>Quillleaf ct and te circle</b>	Clara Alonso	25/April/2024 09:57:23 AM	Non selective and hand weeding
<b>Turf spot treatment</b>	Jorge Montoya	25/April/2024 10:13:26 AM	Chinch bugs
<b>Gold crest dr</b>	Clara Alonso	26/April/2024 07:26:59 AM	Non selective and hand weeding
<b>Dog stations</b>	Jorge Montoya	29/April/2024 07:29:46 AM	Picking up debris/trash
<b>Crack crevice</b>	Jorge Montoya	29/April/2024 07:35:15 AM	Pelican landing spot treatment non selective
<b>Springs creek circle</b>	Clara Alonso	29/April/2024 09:58:58 AM	Non selective
<b>Springs creek circle</b>	Clara Alonso	29/April/2024 10:00:55 AM	And hands weeding
<b>Bougainvilleas</b>	Jorge Montoya	29/April/2024 04:02:50 PM	Insecticide and liquid fertilizer

<b>Pelican colony blvd</b>	Clara Alonso	30/April/2024 07:44:12 AM	Non selective
<b>Pelican colony blvd</b>	Clara Alonso	30/April/2024 07:44:42 AM	Hand weeding
<b>Baycedar ficus</b>	Jorge Montoya	02/May/2024 06:59:11 AM	Spraying for whitefly/thrips
<b>Waterside ficus</b>	Jorge Montoya	02/May/2024 12:41:44 PM	Spraying for whitefly and thrips
<b>Gold crest/capri circles</b>	Clara Alonso	03/May/2024 07:34:08 AM	Non selective and hand weeding
<b>Bay cedar circles</b>	Clara Alonso	03/May/2024 07:35:05 AM	Non selective and hand weeding
<b>Blue sage ct</b>	Clara Alonso	03/May/2024 08:24:43 AM	Non selective and hand weeding
<b>Waterside circles</b>	Clara Alonso	03/May/2024 08:29:29 AM	Non selective and hand weeding
<b>Lake mont west park</b>	Clara Alonso	03/May/2024 10:07:51 AM	Non selective and hand weeding
<b>Lakemont park east</b>	Clara Alonso	03/May/2024 09:01:31 AM	Non selective and hand weeding
<b>Twin berry ct</b>	Clara Alonso	03/May/2024 09:42:32 AM	Non selective and hand weeding
<b>Walden center dr</b>	Clara Alonso	07/May/2024 02:15:08 PM	Non selective
<b>Community center</b>	Jorge Montoya	07/May/2024 11:17:43 AM	Fertilizeing turf
<b>Pelican colony Blvd 41 entrance</b>	Jorge Montoya	07/May/2024 11:19:21 AM	Fertilizer turf
<b>Lakemont parks</b>	Jorge Montoya	07/May/2024 11:20:17 AM	Fertilizer turf
<b>Community center</b>	Clara Alonso	07/May/2024 12:19:06 PM	Non selective
<b>Community center</b>	Clara Alonso	07/May/2024 12:19:27 PM	Hand weeding
<b>Tennis courts</b>	Clara Alonso	07/May/2024 12:22:10 PM	Non selective
<b>Tennis courts</b>	Clara Alonso	07/May/2024 12:22:25 PM	Hand weeding
<b>Pennyroyal berm</b>	Jorge Montoya	08/May/2024 07:38:20 AM	Spraying insecticide and fungicide,iron
<b>Lakemont circles</b>	Jorge Montoya	08/May/2024 12:15:32 PM	Non selective and hand weeding
<b>Lakemont circles</b>	Jorge Montoya	08/May/2024 12:24:15 PM	Wax myrtle, catbriar, lyona, baybean the reserve
<b>Sweet gum ct</b>	Jorge Montoya	08/May/2024 12:33:30 PM	Non selective and weeding
<b>Black rush ct</b>	Jorge Montoya	08/May/2024 12:31:47 PM	Non selective and weeding

<b>Quil leaf ct</b>	Jorge Montoya	08/May/2024 12:33:12 PM	Non selective and weeding
<b>Cassia ct</b>	Jorge Montoya	08/May/2024 12:32:52 PM	Non selective and weeding
<b>Fiddlehead ct</b>	Jorge Montoya	08/May/2024 12:34:47 PM	Non selective and weeding
<b>Tassel flower ct</b>	Jorge Montoya	08/May/2024 12:34:20 PM	Non selective and weeding
<b>Wild indigo</b>	Jorge Montoya	08/May/2024 12:32:37 PM	Non selective and weeding
<b>Pine fern In</b>	Jorge Montoya	08/May/2024 12:31:32 PM	Non selective and weeding
<b>Muscadine In</b>	Jorge Montoya	08/May/2024 12:30:54 PM	Non selective and weeding
<b>Candle berry ct</b>	Jorge Montoya	08/May/2024 12:31:12 PM	Non selective and weeding
<b>Heron point ct</b>	Jorge Montoya	08/May/2024 12:33:56 PM	Non selective and weeding
<b>Glenwater In</b>	Jorge Montoya	08/May/2024 12:32:21 PM	Non selective and weeding
<b>Pepper mill ct</b>	Jorge Montoya	08/May/2024 12:32:01 PM	Non selective and weeding
<b>Capri/Goldcrest circles</b>	Jorge Montoya	08/May/2024 12:55:12 PM	Non selective and weeding
<b>Baycedar circles</b>	Jorge Montoya	08/May/2024 12:55:49 PM	Non selective and weeding
<b>Blue sage</b>	Jorge Montoya	08/May/2024 12:56:35 PM	Non selective and weeding
<b>Baycreek</b>	Jorge Montoya	08/May/2024 12:57:17 PM	Non selective and weeding
<b>The rige circles</b>	Jorge Montoya	08/May/2024 12:57:54 PM	Non selective and weeding
<b>Pinewater circle</b>	Jorge Montoya	08/May/2024 12:58:25 PM	Non selective and weeding
<b>Greenview dr circle</b>	Jorge Montoya	08/May/2024 12:59:12 PM	Non selective and weeding
<b>Goldcrest shrubs</b>	Jorge Montoya	08/May/2024 01:01:18 PM	Spraying insecticide and liquid fertilizer fungicide
<b>Holly brier In</b>	Jorge Montoya	08/May/2024 01:30:59 PM	Non selective and weeding

<b>Colony Operations</b>					
<b>In Progress Jobs</b>					
Name	Created	Task	Crew	Actual	Team
Spring Creek rd	2024-04-02	Trimming	6	121.71	730.26
Trimming	2024-04-12	Trimming	6	5.87	35.22
Cleanup debris	2024-05-06	Cleanup	1	4.43	4.43
Application	2024-05-06	Application	1	14.01	14.01
<b>2024-04-02 to 2024-05-07</b>				<b>146.02</b>	<b>783.92</b>
<b>Completed Jobs</b>					
Name	Created	Task	Crew	Actual	Team
Cleanup debris	2024-04-01	Cleanup	1	2.88	2.88
Mowing Bermuda	2024-04-08	Mowing	6	8.87	53.22
Annuals	4/3/24	annuals	1	20.31	20.31
Mowing St Augustine	2024-04-09	Mowing	6	6.13	36.78
Cleanup Debris	2024-04-08	Cleanup	1	3.29	3.29
Mowing Bermuda	2024-04-15	Mowing	6	8.91	53.46
Cleanup debris	2024-04-17	Cleanup	1	10.17	10.17
Application non-selective	2024-04-01	Application	1	61.1	61.1
Mowing Bermuda	2024-04-22	Mowing	6	8.76	52.56
Mowing St. Augustine	2024-04-23	Mowing	3	8.18	24.54
Cleanup debris	2024-04-22	Cleanup	1	4.31	4.31
Annuals	2024-04-22	annuals	2	25.34	50.68
Weeding	2024-04-22	Cleanup	1	7.54	7.54
Mowing Bermuda	2024-04-29	Mowing	6	8.77	52.62
Cleanup debris	2024-04-29	Cleanup	1	1.59	1.59
Annual	2024-05-02	annuals	7	11.35	79.45
Application Non-selective	2024-04-29	Application	1	21.21	21.21
Mowing Bermuda	2024-05-06	Mowing	6	8.99	53.94
Mowing st Augustine	2024-05-07		1	5.99	5.99
<b>2024-04-01 to 2024-05-07</b>				<b>233.69</b>	<b>595.64</b>

<b>Updates</b>			
<b>Item Name</b>	<b>User</b>	<b>Created At</b>	<b>Update Content</b>
<b>Spring Creek rd</b>	Miguel Solis	03/April/2024 07:17:32 AM	Trimming
<b>Spring Creek rd</b>	Paul Kemp	19/April/2024 11:14:20 AM	Trimming Clusia toward Spring Creek Village.
<b>Annuals</b>	Miguel Solis	03/April/2024 04:16:14 PM	Weeding flower beds
<b>Trimming</b>	Paul Kemp	12/April/2024 09:56:32 AM	Coconut Gate
<b>Annuals</b>	Miguel Solis	23/April/2024 08:10:30 AM	Weeding flower beds

<b>Emergent</b>					
<b>In Progress Requests</b>					
<b>Name</b>	<b>Info</b>	<b>Type</b>	<b>Assign</b>	<b>Vendor</b>	<b>Days Since</b>
25060 Banbridge	Privacy hedge along Nest Drive sidewalk needs to be replaced.	Landscape	The Landing	N/A	328
Bellagio	Center median monument light is out.	Lighting	Vendor	Bentley	70
Bellagio fountain	Submersible light is out on entry side	Lighting	Vendor	Bentley	66
Three Streetlights	Muscadine, second from last at Cul-De Sac and Black Rush & Wood sage are out. One at Candleberry and Pennyroyal is malfunctioning.	Lighting	Vendor	Bentley	23
PLCA community center	Good morning There is a lamppost out across from pickleball. Marked with caution tape.👍	Lighting	Vendor	Bentley	22
24310 Woodsage	This street lamp is out but it has a greater problem than the bulb. It gets fixed then soon after repair/bulb changing it fails again.	Lighting	Vendor	Bentley	20
WM8	Clean up litter at the north side.	Landscape	The Landing	N/A	17
Canoe Park Circle	There are at least 7 lights out or broken on the circle.	Lighting	Vendor	Bentley	15
Community center	Streetlight cycling in west median.	Lighting	Vendor	Bentley	14
24729 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	3
23883 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	2
24793GOLDCREST	METER CLOGGED, PELASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	2
Pelican colony blvd	When entering through the north gate. Directly Before Ivory Cane Dr. (Palm Colony) there is a street light out on the right hand side of the street.	Lighting	Vendor	Bentley	2
23943 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	1
3659 Bay Creek Drive	Streetlight is out. This one goes out often...	Lighting	Vendor	Bentley	1

<b>Completed Requests</b>					
<b>Name</b>	<b>Info</b>	<b>Type</b>	<b>Assign</b>	<b>Vendor</b>	<b>Days Since</b>
3611 SANCTUARY	CLEAN METER. PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	35
23914 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE COMPLETED	Irrigation	Irrigation	N/A	36
23878 SANCTUARY	NO PRESSURE PLEASE CLEAN METER AND ADVISE ONCE COMPLETE	Irrigation	Irrigation	N/A	35
3601 SANCTUARY	METER CLOGGED PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	34
BEDDING ACROSS FROM 23956 SANCTUARY	NO PRESSURE PLEASE CLEAN AND ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	35
ENTRANCE OF SANCTUARY	THERE IS LOW PRESSURE AT THE ENTRANCE OF SANTUARY PLEASE ADVISE ONCE REVISED.	Irrigation	Irrigation	N/A	37
23738 SANCTUARY	NO PRESSURE PLEASE CLEAN AND ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	35
3771 Catbrier Ct	Please clean water pump filter at residence. Currently, no water.	Irrigation	Irrigation	N/A	29
23806 SANCTUARY	METER CLOGGED, PLEASE CLEAN AND ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	28
Pelican Landing Community Center	All of the lights in the parking lot of the community center were not on.	Lighting	Vendor	Bentley	39
Candleberry ct.	At the corner of Pennyroyal and Candleberry ct. The street light is out. Resident stated it was intermittent. And will turn on occasionally.	Lighting	Vendor	Bentley	45
3501 candleberry ct., bonita springs, FL	the light at the corner of Candleberry Ct. and Pennyroyal is out. It has been for about 3 weeks. Please fix.	Lighting	Vendor	Bentley	49
3531 Fiddlehead Ct	At the end of the Fiddlehead court. (Past the home) there is a failing streetlight. It's very dim and flickers	Lighting	Vendor	Bentley	52
Shop Light	One light out on the east side of the building, above the electrical panel.	Lighting	Vendor	Bentley	55



24520 Black Rush	Streetlight is out.	Lighting	Vendor	Bentley	58
Gold crest	On the right side of the road in between Mystic Ridge and Pelican nest.	Irrigation		N/A	27
24704 HOLLYBRIER	METER CLOGGED PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	28
24729 HOLLYBRIER	METER CLOGGED, PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	22
3460 Cedar Lake Ct	Delivery truck backed into bushes at the end of the road.	Landscape	The Landing	N/A	51
3639 Heron Point Court, Pelican Landing	The filter from the CDD needs to be flushed out ASAP Thank you, Alicia and Scott Shearer	Irrigation	Irrigation	N/A	18
23883 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	16
23859 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	16
23825 SANCTUARY	METER CLOGGED, ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	14
24824 HOLLYBRIER	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	13
23825 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	13
3781 Lakemont Dr Bonita Springs FL 34134	Neighbor sprinklers working and ours making thumping sound underground between meter and valves and sprinklers have no pressure	Irrigation	Irrigation	N/A	8
23872 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	9
23836 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED	Irrigation	Irrigation	N/A	9
23817 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	8
23800 SANCTUARY	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	8
Sanctuary SOUTH CUL-DE-SAC	METER CLOGGED, PLEASE ADVISE ONCE CLEANED.	Irrigation	Irrigation	N/A	9
Colony north gate	Streetlight out near exit gate	Lighting	Vendor	Bentley	66
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	188
3750 Catbrier Court Pelican Landing	Low irrigation water pressure	Irrigation	Irrigation	N/A	1

<b>Updates</b>			
<b>Item Name</b>	<b>User</b>	<b>Created At</b>	<b>Update Content</b>
<b>25060 Banbridge</b>	Paul Kemp	16/June/2023 01:06:18 PM	Privacy hedge along Nest Drive sidewalk needs to be replaced.
<b>24001 Addison Place Ct</b>	Paul Kemp	17/November/2023 08:30:09 AM	Proposal recieved.
<b>24001 Addison Place Ct</b>	Paul Kemp	28/February/2024 08:08:46 AM	Board approved relining proposal.
<b>24001 Addison Place Ct</b>	Paul Kemp	25/March/2024 10:49:37 AM	Scheduled for April 1st.
<b>24001 Addison Place Ct</b>	Paul Kemp	19/April/2024 11:05:05 AM	Proposal in-hand for paver repair.
<b>3531 Fiddlehead Ct</b>	Paul Kemp	19/March/2024 07:46:28 AM	3531 Fiddlehead Ct  Thank you for the report.We will get the streetlight fixed.  Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandincdds.net
<b>3501 candleberry ct., bonita springs, FL</b>	Paul Kemp	22/March/2024 08:30:46 AM	3501 candleberry ct., bonita springs, FL Hello,  Thank you for the report. We will Gert the streetlight fixed.  Paul Kemp Field Manager Bayside/Baycreek CDD baysidecdd@icloud.com  Please "reply all" when responding.
<b>BEDDING ACROSS FROM 23956 SANCTUARY</b>	Paul Kemp	05/April/2024 06:42:53 AM	BEDDING ACROSS FROM 23956 SANCTUARY  Lillie, I need a better description, please. Is this the cul-de-sac at the end of the road? Please advise.  Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandincdds.net  Please "reply all" when responding.

<p><b>BEDDING ACROSS FROM 23956 SANCTUARY</b></p>	<p>Paul Kemp</p>	<p>05/April/2024 08:41:15 AM</p>	<p>BEDDING ACROSS FROM 23956 SANCTUARY</p> <p>Okay, thanks.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p>
<p><b>3771 Catbrier Ct</b></p>	<p>Paul Kemp</p>	<p>10/April/2024 12:45:32 PM</p>	<p>3771 Catbrier Ct</p> <p>Hello, We have added your meter to the schedule for a flow check.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>
<p><b>Sanctuary SOUTH CUL-DE-SAC</b></p>	<p>Paul Kemp</p>	<p>30/April/2024 02:43:22 PM</p>	<p>SOUTH CUL-DE-SAC</p> <p>Is this in Sanctuary?</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p>
<p><b>3781 Lakemont Dr Bonita Springs FL 34134</b></p>	<p>Paul Kemp</p>	<p>01/May/2024 06:37:22 AM</p>	<p>3781 Lakemont Dr Bonita Springs FL 34134</p> <p>Hello, We will have a look at your meter this week.</p> <p>Regards, Paul Kemp Field Manager Bayside/Baycreek CDD pelicanlandingcdds.net</p> <p>Please "reply all" when responding.</p>

<b>Landing Production</b>					
<b>Upcoming Jobs</b>					
Name	Crew	Team	Created	Actual	Team
Pickleball courts	4	Casco	2024-05-08	0	0
			<b>2024-05-08</b>	<b>0</b>	<b>0</b>
<b>In Progress Jobs</b>					
Name	Crew	Team	Created	Actual	Team
41 South	3	Valery	2024-05-02	30.46	91.38
Fertilizing Turf	4	Casco	2024-05-06	17.54	70.16
Gold Crest, Circles	2	Bitia	2024-05-08	0	0
Pelican Colony	3	Angelina	2024-05-07	8.69	26.07
			<b>2024-05-02 to 2024-05-08</b>	<b>56.69</b>	<b>187.61</b>
<b>Completed Jobs</b>					
Name	Crew	Team	Created	Actual	Team
Black Rush trimming	2	Angelina	2024-04-01	2.62	5.24
Mowing	2	Bitia	2024-04-01	12.93	25.86
Mowing	4	Casco	2024-04-01	17.29	69.16
Mowing	4	Rolando	2024-04-01	21.03	84.12
Annuals	2	Valery	2024-04-03	3.5	7
Annuals	2	Bitia	2024-04-03	9.3	18.6
Sanctuary Medians	2	Bitia	2024-04-03	5.66	11.32
Annuals	2	Angelina	2024-04-03	11.75	23.5
Central Park fountain, cleanup	2	Bitia	2024-04-05	1.46	2.92
Pelican Colony median	4	Casco	2024-04-03	14.28	57.12
Trimming Croton plants	2	Bitia	2024-04-04	6.52	13.04
Bay Crest Clusia	1	Valery	2024-04-08	3.34	3.34
Peppermill circles	2	Bitia	2024-04-08	10.45	20.9

Glenwater Circle	2	Bitia	2024-04-09	3.72	7.44
Sanctuary Medians	2	Bitia	2024-04-10	7.01	14.02
Goldcrest	4	Casco	2024-04-09	11.43	45.72
Goldcrest	4	Rolando	2024-04-09	14.27	57.08
Central Park	2	Bitia	2024-04-11	6.37	12.74
Pennyroyal Circles	2	Bitia	2024-04-11	2.97	5.94
Central Park fountain, Cleanup	2	Bitia	2024-04-12	2.46	4.92
Peppermill berm	2	Angelina	2024-04-01	66.79	133.58
Parkway gate house	2	Angelina	2024-04-03	1.15	2.3
Mowing	2	Bitia	2024-04-15	14.92	29.84
Mowing	4	Rolando	2024-04-15	17.99	71.96
Mowing	4	Casco	2024-04-15	18.71	74.84
Bay Cedar	4	Casco	2024-04-17	4.21	16.84
Sanctuary Medians	2	Bitia	2024-04-16	7.45	14.9
Walden center Awabukis	4	Casco	2024-04-17	5.17	20.68
Walden Center	4	Casco	2024-04-17	3.54	14.16
Central park fountain	4	Casco	2024-04-18	2.79	11.16
Central Park Fountain	2	Bitia	2024-04-17	14.61	29.22
Heron Point circle	2	Bitia	2024-04-22	1.6	3.2
Greenview trimming	2	Valery	2024-04-01	108.46	216.92
41 South	4	Casco	2024-04-11	12.49	49.96
Candleberry circle	2	Bitia	2024-04-22	6.18	12.36
Greenview	4	Casco	2024-04-19	8.8	35.2
Annuals	2	Bitia	2024-04-23	8.66	17.32
spring creek circle	2	Valery	2024-04-04	3.29	6.58
Creekside Crossing	4	Casco	2024-04-10	7.85	31.4
Annuals	2	Valery	2024-04-23	9.4	18.8
Muscadine circle	2	Bitia	2024-04-22	3.3	6.6
Pine Fern Circle	2	Bitia	2024-04-24	3.57	7.14
Annuals	2	Angelina	2024-04-23	16.68	33.36
Pennyroyal	4	Casco	2024-04-23	10.29	41.16
Bay creek	4	Rolando	2024-04-17	3.12	12.48

Wildindigo Circle	2	Bitia	2024-04-24	2.93	5.86
grasses in spring creek circle	4	Rolando	2024-04-04	17.75	71
Tassel Flower, circle	2	Bitia	2024-04-25	2.59	5.18
Coconut Road	2	Angelina	2024-04-16	32.15	64.3
Bay Creek Fishing Docks	4	Rolando	2024-04-04	2.93	11.72
Fiddle Head, Circle	2	Bitia	2024-04-25	1.88	3.76
Cassia, Circle	2	Bitia	2024-04-25	1.73	3.46
Pelican Nest	2	Bitia	2024-04-25	1.04	2.08
Sweet Gum, circle	2	Bitia	2024-04-26	0.97	1.94
Central Park Fountain, cleanup	2	Bitia	2024-04-26	1.33	2.66
The Tides	2	Angelina	2024-04-25	8.14	16.28
Mowing	3	Rolando	2024-04-29	9.15	27.45
Pelican Nest	2	Valery	2024-04-22	35.81	71.62
Mowing	2	Bitia	2024-04-29	15.18	30.36
Pennyroyal North.	2	Angelina	2024-04-29	14.33	28.66
Mowing	4	Casco	2024-04-29	20	80
Lyonia ,Circle	2	Bitia	2024-04-26	5.24	10.48
Bay Bean, Circle	2	Bitia	2024-05-01	1.58	3.16
The Reserve, Circle	2	Bitia	2024-05-01	2.67	5.34
Firebush route	2	Valery	2024-04-30	13.18	26.36
Catbrier, Circle	2	Bitia	2024-05-01	3	6
Wax Myrtle, Circle	2	Bitia	2024-05-02	1.77	3.54
Twinberry, Circle	2	Bitia	2024-05-02	1.12	2.24
Walden Center	4	Casco	2024-04-25	24.15	96.6
Lakemont east, Circles	2	Bitia	2024-05-02	6.08	12.16
Pelican Colony (Coontie)	4	Casco	2024-04-24	2.73	10.92
Central Park Fountain, cleanup	2	Bitia	2024-05-03	1.33	2.66
Lakemont Park 1	2	Bitia	2024-05-06	3.34	6.68
Pennyroyal North	4	Rolando	2024-05-01	24.97	99.88
Lakemont Park 2	2	Bitia	2024-05-06	5.2	10.4
Firebush route	2	Angelina	2024-04-30	30.99	61.98
The Ridge, golf Car Crossing	2	Bitia	2024-05-07	6.1	12.2

Pine water	3	Rolando	10.9	32.7
Capri		Rolando	2.82	11.28
Parkway		Rolando	0	0
The Ridge, Circles		Bitia	4.75	9.5
Bay Cedar, Circles		Bitia	3.48	6.96
			<b>2024-04-01 to 2024-05-08</b>	<b>852.69 2259.31</b>

<b>Updates</b>			
<b>Item Name</b>	<b>User</b>	<b>Created At</b>	<b>Update Content</b>
<b>Greenview trimming</b>	Paul Kemp	19/April/2024 11:09:54 AM	Trimming on the berm
<b>Peppermill berm</b>	Miguel Solis	01/April/2024 10:22:49 AM	Trimming
<b>Sanctuary Medians</b>	Bitia Lily	03/April/2024 06:59:58 AM	Trimming
<b>Pelican Colony median</b>	Miguel Solis	03/April/2024 07:15:26 AM	Removing the grass, and preparing for the new grass
<b>Parkway gate house</b>	Paul Kemp	03/April/2024 08:12:55 AM	Please trim the Podocarpus to a level just below the rocks on the wall.
<b>Annuals</b>	Miguel Solis	03/April/2024 04:14:46 PM	Weeding flower beds
<b>Annuals</b>	Miguel Solis	03/April/2024 04:15:16 PM	Weeding flower beds
<b>Annuals</b>	Miguel Solis	03/April/2024 04:15:34 PM	Weeding flower beds
<b>spring creek circle</b>	Paul Kemp	04/April/2024 07:50:32 AM	Please tidy up these plants.
<b>Bay Creek Fishing Docks</b>	Paul Kemp	04/April/2024 07:56:52 AM	This area needs a trim.
<b>grasses in spring creek circle</b>	Paul Kemp	04/April/2024 09:28:19 AM	Need to be trimmed before we spray for weeds.
<b>Peppermill circles</b>	Paul Kemp	08/April/2024 08:25:42 AM	Are ready for a trim, please.
<b>Bay Crest Clusia</b>	Paul Kemp	08/April/2024 11:03:23 AM	Please lower the height of the Clusia near the sidewalk. This is a sight-line concern for residents exiting the community and golfers traveling on the sidewalk.
<b>Glenwater Circle</b>	Bitia Lily	09/April/2024 01:37:18 PM	Trimming
<b>Sanctuary Medians</b>	Bitia Lily	10/April/2024 08:52:46 AM	Trimming Bougainvillea
<b>Creekside Crossing</b>	Paul Kemp	10/April/2024 01:10:17 PM	There is some trimming to be done east of the entry. Lets meet there to discuss.
<b>Central Park</b>	Bitia Lily	11/April/2024 07:26:36 AM	Trimming Bougainvillea
<b>41 South</b>	Miguel Solis	11/April/2024 07:47:28 AM	Trimming bougainvillea
<b>Pennyroyal Circles</b>	Bitia Lily	11/April/2024 01:50:48 PM	Trimming Railroad Vine Flower
<b>Coconut Road</b>	Miguel Solis	16/April/2024 08:50:38 AM	Trimming
<b>Sanctuary Medians</b>	Bitia Lily	16/April/2024 01:59:36 PM	Trimming Carissa



<b>Bay creek</b>	Paul Kemp	19/April/2024 11:09:29 AM	Clean up fallen tree by the bridge.
<b>Walden center Awabukis</b>	Paul Kemp	18/April/2024 06:52:42 AM	Hard cut outside Heron Glen
<b>Central Park Fountain</b>	Bitia Lily	17/April/2024 12:50:08 PM	Trimming, cleanup
<b>Greenview</b>	Paul Kemp	19/April/2024 11:08:38 AM	Awabuki trimming
<b>Heron Point circle</b>	Bitia Lily	22/April/2024 07:34:37 AM	Trimming, cleanup
<b>Candleberry circle</b>	Bitia Lily	22/April/2024 09:11:09 AM	Trimming, Cleanup
<b>Pelican Nest</b>	Miguel Solis	22/April/2024 01:33:32 PM	Trimming
<b>Muscadine circle</b>	Bitia Lily	22/April/2024 03:22:08 PM	Trimming, cleanup
<b>Pennyroyal</b>	Miguel Solis	23/April/2024 07:10:43 AM	Golf crossing. Trimming
<b>Annuals</b>	Bitia Lily	23/April/2024 07:16:58 AM	Weeding flower beds
<b>Annuals</b>	Miguel Solis	23/April/2024 07:51:42 AM	Weeding flower beds
<b>Annuals</b>	Miguel Solis	23/April/2024 07:52:07 AM	Weeding flower beds
<b>Pine Fern Circle</b>	Bitia Lily	24/April/2024 10:40:05 AM	Trimming, cleanup
<b>Wildindigo Circle</b>	Bitia Lily	24/April/2024 02:14:28 PM	Trimming, cleanup
<b>Walden Center</b>	Miguel Solis	25/April/2024 07:15:28 AM	Trimming Arboricola
<b>Tassel Flower, circle</b>	Bitia Lily	25/April/2024 08:38:40 AM	Trimming, cleanup
<b>Fiddle Head, Circle</b>	Bitia Lily	25/April/2024 11:13:59 AM	Trimming, cleanup
<b>Cassia, Circle</b>	Bitia Lily	25/April/2024 01:07:12 PM	Trimming, cleanup
<b>The Tides</b>	Miguel Solis	29/April/2024 11:17:13 AM	Trimming
<b>Pelican Nest</b>	Bitia Lily	25/April/2024 02:51:06 PM	Trimming bougainvillea
<b>Sweet Gum, circle</b>	Bitia Lily	26/April/2024 07:26:22 AM	Trimming, cleanup
<b>Lyonia ,Circle</b>	Bitia Lily	26/April/2024 08:24:02 AM	Trimming, cleanup
<b>Pennyroyal North.</b>	Miguel Solis	29/April/2024 11:19:38 AM	Trimming. across Heron Cove
<b>Parkway</b>	Paul Kemp	29/April/2024 01:24:50 PM	There is a fallen Bird of Paradise tree east of the pump house. Please remove.

<b>Parkway</b>	Paul Kemp	08/May/2024 07:31:30 AM	@Miguel Solis Did we get this one yet?
<b>Parkway</b>	Miguel Solis	08/May/2024 09:52:58 AM	@Paul Kemp yes
<b>Pennyroyal North</b>	Miguel Solis	06/May/2024 01:56:36 PM	Trimming Awabuki
<b>Bay Bean, Circle</b>	Bitia Lily	01/May/2024 09:52:35 AM	Trimming, cleanup
<b>The Reserve, Circle</b>	Bitia Lily	01/May/2024 11:28:20 AM	Trimming, cleanup
<b>Catbrier, Circle</b>	Bitia Lily	01/May/2024 02:08:16 PM	Trimming, cleanup
<b>41 South</b>	Miguel Solis	02/May/2024 07:05:30 AM	Trimming
<b>Wax Myrtle, Circle</b>	Bitia Lily	02/May/2024 08:35:45 AM	Trimming, cleanup
<b>Twinberry, Circle</b>	Bitia Lily	02/May/2024 10:21:57 AM	Trimming, cleanup
<b>Lakemont east, Circles</b>	Bitia Lily	02/May/2024 11:29:01 AM	Trimming, cleanup
<b>Lakemont Park 1</b>	Bitia Lily	06/May/2024 07:24:50 AM	Trimming, cleanup
<b>Lakemont Park 2</b>	Bitia Lily	06/May/2024 10:45:00 AM	Trimming, cleanup
<b>Capri</b>	Paul Kemp	06/May/2024 11:04:06 AM	Clean up the ugly arbutus. Hard cut the inside only, remove all dead branches. and rake out the bottom. Jorge will return with fertilizer.
<b>The Ridge, golf Car Crossing</b>	Bitia Lily	07/May/2024 07:28:03 AM	Trimming, cleanup
<b>The Ridge, Circles</b>	Bitia Lily	07/May/2024 01:34:11 PM	Trimming, cleanup
<b>Pickleball courts</b>	Paul Kemp	08/May/2024 07:32:55 AM	Please trim the bushes and take care of the weeds around the Pickleball courts.
<b>Bay Cedar, Circles</b>	Bitia Lily	08/May/2024 09:58:43 AM	Trimming, cleanup
<b>Gold Crest, Circles</b>	Bitia Lily	08/May/2024 01:27:16 PM	Trimming, cleanup

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

**STAFF  
REPORTS  
BII**

# WRATHELL, HUNT & ASSOCIATES LLC.

2300 GLADES RD, #410W  
BOCA RATON FL 33431

Lee County FL – Community Development Districts

04/15/2024

<b>NAME OF COMMUNITY DEVELOPMENT DISTRICT</b>	<b>NUMBER OF REGISTERED VOTERS AS OF 04/15/2024</b>
Babcock Ranch	0
Bay Creek	792
Bayside Improvement	3,068
Beach Road Golf Estates	1,339
Brooks I of Bonita Springs	2,253
Brooks II of Bonita Springs	1,518
Coral Bay	81
East Bonita Beach Road	647
Mediterra	446
Parklands Lee	565
Parklands West	592
River Hall	2,860
River Ridge	1,456
Saltleaf CDD	0
Savanna Lakes	82
Stonewater	226
Stoneybrook	1,740
University Square	0
University Village	0
Verandah East	997
Verandah West	1,014
Waterford Landing	1,512
WildBlue	864

Send to: Daphne Gillyard [gillyardd@whhassociates.com](mailto:gillyardd@whhassociates.com) Phone: 561-571-0010

Tammy Lipa – Voice: 239-533-6329  
Email: [tlipa@lee.vote](mailto:tlipa@lee.vote)

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

**STAFF  
REPORTS  
BIII**

**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*

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

**\*Exception(s)**

*December meeting date is three (3) weeks earlier.*

*May meeting date is one (1) week earlier.*