

RESOLUTION 2016-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AMENDEDMENT TO THE GENERAL FUND BUDGET FOR FISCAL YEAR 2015 AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution 2014-05 the Baytree Community Development District Board of Supervisors (the "Board") adopted a General Fund Budget for Fiscal Year 2015; and

WHEREAS, the Board desires to amend the budgeted revenues and expenditures approved for Fiscal Year 2015.

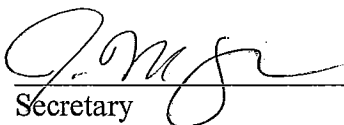
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT:

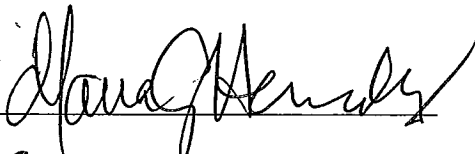
1. The General Fund Budget for Fiscal Year 2015 is hereby amended and restated as set forth on the Fiscal Year 2015 Budget attached hereto as "Exhibit A".
2. This Resolution shall take effect immediately upon adoption and be reflected in the monthly and Fiscal Year End 9/30/2015 Financial Statements and Audit Report of the District.

PASSED AND ADOPTED THIS 7th DAY OF OCTOBER, 2015.

ATTEST:

**BOARD OF SUPERVISORS OF THE
BAYTREE COMMUNITY
DEVELOPMENT DISTRICT**


Secretary

By: 
Its: Chairman

Baytree

Community Development District



**Amended Budget
FY 2015**

September 29, 2015

Presented by:



Baytree
Community Development District
 Amended Budget FY 2015
 General Fund

Description	Adopted Budget FY2015	Increase/ Decrease	Amended Budget FY2015	Actuals as of 8/31/15
Revenues				
Maintenance Assessments	\$695,968	\$2,685	\$698,653	\$698,653
Interest Income	\$0	\$10	\$10	\$7
Miscellaneous Income (IOB Cost Share Agreement)	\$27,426	\$0	\$27,426	\$21,204
Miscellaneous Income	\$4,000	\$671	\$4,671	\$4,434
Projected Excess Revenues - FY 2014	\$0	\$40,101	\$40,101	\$0
Total Revenues	\$727,394	\$43,467	\$770,861	\$724,298
Expenditures				
<i>Administrative</i>				
Supervisor Fees	\$8,000	\$0	\$8,000	\$7,200
FICA Expenses	\$612	\$0	\$612	\$551
Engineering	\$25,000	\$0	\$25,000	\$17,147
Assessment Administration	\$7,500	\$0	\$7,500	\$7,500
Attorney Fees	\$17,750	\$26,306	\$44,056	\$42,556
Annual Audit	\$3,400	\$0	\$3,400	\$3,400
Management Fees	\$38,588	\$0	\$38,588	\$35,372
Computer Time	\$1,000	\$0	\$1,000	\$917
Telephone	\$150	\$0	\$150	\$6
Postage	\$1,500	\$0	\$1,500	\$1,087
Insurance	\$13,153	\$0	\$13,153	\$12,150
Tax Collector Fee	\$13,100	\$870	\$13,970	\$13,970
Printing & Binding	\$1,700	\$0	\$1,700	\$1,481
Legal Advertising	\$1,200	\$342	\$1,542	\$1,342
Website Administration	\$600	\$0	\$600	\$550
Other Current Charges	\$1,250	\$0	\$1,250	\$837
Office Supplies	\$400	\$0	\$400	\$195
Property Taxes	\$250	\$0	\$250	\$228
Dues, Licenses & Subscriptions	\$175	\$0	\$175	\$175
Administrative Expenses	\$135,328	\$27,518	\$162,846	\$146,665

Baytree
Community Development District
 Amended Budget FY 2015
 General Fund

Description	Adopted Budget FY2015	Increase/ Decrease	Amended Budget FY2015	Actuals as of 8/31/15
<i>Operation and Maintenance</i>				
Security Contract	\$112,181	\$0	\$112,181	\$100,779
Gate Maint. Contract	\$1,200	\$0	\$1,200	\$1,100
Maintenance - Gatehouse	\$10,000	\$2,038	\$12,038	\$10,628
Telephone - Gatehouse/Pool	\$7,500	\$0	\$7,500	\$6,212
Transponders	\$3,500	\$1,501	\$5,001	\$5,001
Field Management Fees	\$26,250	\$0	\$26,250	\$24,063
Electric	\$51,900	\$0	\$51,900	\$43,001
Water & Sewer	\$21,120	\$0	\$21,120	\$12,320
Gas	\$8,850	\$0	\$8,850	\$6,321
Maintenance - Lakes	\$36,107	\$0	\$36,107	\$32,548
Maintenance - Landscape Contract	\$86,676	\$0	\$86,676	\$79,457
Maintenance - Additional Landscape	\$18,000	\$0	\$18,000	\$7,450
Maintenance - Pool	\$14,440	\$1,866	\$16,306	\$15,356
Maintenance - Irrigation	\$6,000	\$0	\$6,000	\$4,869
Maintenance - Lighting	\$6,000	\$3,555	\$9,555	\$9,363
Maintenance - Monuments	\$2,500	\$4,968	\$7,468	\$5,908
Maintenance - Other Field (R&M General)	\$4,000	\$0	\$4,000	\$3,461
Maintenance - Playground	\$750	\$0	\$750	\$0
Maintenance - Tennis Court Area	\$1,000	\$426	\$1,426	\$1,389
Christmas Lighting	\$4,500	\$0	\$4,500	\$3,768
Operating Supplies	\$750	\$0	\$750	\$0
Sidewalk/Curb Cleaning	\$5,000	\$1,595	\$6,595	\$6,595
Miscellaneous	\$1,000	\$0	\$1,000	\$0
O&M Expenses	\$429,224	\$15,949	\$445,173	\$379,586
<i>Reserves</i>				
Transfer Out - Capital Projects - Paving - Baytree	\$48,842	\$0	\$48,842	\$48,842
Transfer Out - Capital Projects - Paving - IOB Funds	\$15,958	\$0	\$15,958	\$15,958
Transfer Out - Capital Projects - Reserves	\$52,775	\$0	\$52,775	\$52,775
Transfer Out - Community Beautification Fund	\$45,268	\$0	\$45,268	\$45,268
Transfer Out - Projected Excess Revenues	\$0	\$0	\$0	\$0
Reserves	\$162,843	\$0	\$162,843	\$162,843
Total Expenses	\$727,395	\$43,467	\$770,862	\$689,094
Excess Revenues/(Expenditures)	(\$0)	(\$0)	(\$0)	\$35,204

Baytree Community Development District

REVENUES:

Maintenance Assessments

The District will levy a Non Ad Valorem Assessment on all taxable property within the Baytree Community Development District in order to pay for operating & maintenance expenditures for the Fiscal Year.

Interest Income

Represents estimated interest earnings from cash balances in the District's operating account with Wachovia and investments through Regions.

Miscellaneous Income (IOB Cost Share Agreement)

Represents estimated earnings from Isles of Baytree.

Miscellaneous Income

Represents estimated earnings from the sale of security gate transponders, pool access cards, and tennis court instructor fees.

Projected Excess Revenues - FY2014

Represents the amount of funds to be available at the beginning of the Fiscal Year.

EXPENDITURES

Administrative:

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated \$200 per meeting.

FICA Expenses

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

Engineering

The District currently has a contract with Adkins Engineering to provide engineering service to the District. The contract includes preparation for board meetings, contract specifications, bidding, etc.

Assessment Administration

Expenses related to administering the Annual Assessments on the tax roll with the Brevard County Tax Collector.

Attorney Fees

The District contracts for legal counsel services. This contract includes preparation for board meetings, contract review, etc.

Baytree Community Development District

Annual Audit

The District is required by Florida Statute to arrange for an Independent audit of its financial records on an annual basis. The budget is based on the current rate for the annual audit. The District has contracted with Grau & Associates to provide these services.

Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

Computer Time

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a mainframe computer leased by Governmental Management Services-Central Florida, LLC.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability, public official's liability and property insurance coverage is provided by the Florida Insurance Alliance.

Tax Collector Fee

Represents charges from Brevard County Tax Collector's office for administration of the tax collection process.

Printing & Binding

The District incurs charges for printing and binding agenda packages and printing computerized checks, correspondence, stationery, envelopes, photocopies and other printed material.

Legal Advertising

The District does most of its legal advertising in the Florida Today. Based on prior years cost for advertising regular meetings, special meetings, public hearings, etc.

Website Administration

The District costs as they relate to the ongoing maintenance of its own website.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

Baytree Community Development District

Property Taxes

Represents the estimated non-ad valorem assessment from the County that will be charged to the District.

Dues, License & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175.

Operation and Maintenance:

Security

The District currently has a contract with Universal Protection Services to provide security service for the District.

DESCRIPTION	ANNUAL AMOUNT
REGULAR HOURS: CONTRACT COST OF \$12.65 PER HOUR FOR 356 DAYS	\$108,082
HOLIDAY HOURS: CONTRACT COST OF \$18.98 PER HOUR FOR 9 DAYS	\$4,099
	\$112,181

Gate Maintenance Contract

Represents annual contract amount from for maintenance of the automated gate entrance systems.

Maintenance - Gatehouse

Represents maintenance contract for gates, and any other maintenance cost the District may incur at the security gate house, i.e. plumbing, gate repairs, etc.

Telephone - Gatehouse/Pool

The District has a telephone at the front entrance for the security staff to make local calls. Additionally, the District has a phone line at the front and rear entrance for the automated gate access system, and an IP line at the front gate for the access system and the line for the emergency phone at the pool. The amount is based on projected monthly charges from AT&T.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
131679593 201 BAYTREE DR FRONT GATE	\$85	\$1,020
321 254-0017 857 3148 201 BAYTREE DR FRONT GATE	\$335	\$4,020
321 751-1034 001 3145 630 BAYTREE DR BACK GATE	\$85	\$1,020
321 751-0214 454 3143 8207 NATIONAL DR POOL AREA	\$120	\$1,440
		\$7,500

Transponders

Accounts for costs associated with purchasing new transponders to replace those purchased by residents.

Field Management Fees

The District has a contract with Governmental Management Services-Central Florida, LLC to provide on-site management services for the District.

Baytree Community Development District

Electric

Represents costs for electric for projects such as streetlights, signs, electric for well pumps, guardhouse, entrance features, fountain and pool house. Florida Power & Light provides this service.

DESCRIPTION		MONTHLY AMOUNT	ANNUAL AMOUNT
00533-81406	8002 BRADWICK WAY # WALL	\$15	\$180
02781-39043	8207 NATIONAL DR # POOL HSE	\$555	\$6,660
04080-73153	609 BAYTREE DR # WALL	\$25	\$300
04396-25492	8205 NATIONAL DR # COURTS	\$50	\$600
09459-03086	8147 OLD TRAMWAY DR # ENTRANCE	\$25	\$300
11105-10375	7948 DAVENTRY DR # WALL	\$15	\$180
14771-79517	345 BAYTREE DR # PUMP	\$80	\$960
15604-14425	8005 KINGSWOOD WAY # FOUNTAIN	\$265	\$3,180
36008-52200	602 BAYTREE DR # SIGN	\$20	\$240
46619-40025	8253 OLD TRAMWAY DR # ENT SIGN	\$20	\$240
47131-19107	1409 SOUTHPOINTE CT# ENT SIGN	\$15	\$180
67950-66148	7951 DAVENTRY DR # PUMP STREET	\$50	\$600
73679-10572	201 BAYTREE DR # GRD HSE	\$280	\$3,360
83711-46575	8005 KINGSWOOD WAY # STREET LIGHTS	\$2,300	\$27,600
86596-45173	8005 KINGSWOOD WAY # PUMP	\$300	\$3,600
88573-27285	687 DEERHURST DR # PUMP	\$85	\$1,020
91260-64568	8128 OLD TRAMWAY DR # SIGN	\$10	\$120
99142-26460	8005 KINGSWOOD WAY# GATE	\$15	\$180
	Contingency		\$2,400
			\$51,900

Water & Sewer

Represents cost for water & sewer for expenses associated with the front guardhouse and community pool. City of Cocoa Utilities provides this utility service.

DESCRIPTION		MONTHLY AMOUNT	ANNUAL AMOUNT
121573-112400	201 BAYTREE DR #GUARDHOUSE	\$50	\$600
167895-118058	8207 NATIONAL DR #POOL	\$1,500	\$18,000
	CONTINGENCY		\$2,520
			\$21,120

Gas

Represents cost of gas required for heating the community pool. Florida City Gas provides this utility service.

DESCRIPTION		MONTHLY AMOUNT	ANNUAL AMOUNT
2932702542	8205 NATIONAL DR POOL HEATER	\$675	\$8,100
	CONTINGENCY		\$750
			\$8,850

Baytree Community Development District

Maintenance - Lakes

The District currently has a contract with ECOR to maintain its 66.46 acres of lakes. Additional funds are allocated for the installation of grass carp and unanticipated lake maintenance.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
LAKE MAINTENANCE	\$2,413	\$28,956
NATURAL AREAS MANAGEMENT: CONTRACT COST OF \$350 BI-MONTHLY		\$2,100
GRASS CARP INSTALLATION		\$4,000
CONTINGENCY		\$1,051
		\$36,107

Maintenance - Landscape Contract

The District currently has a contract with Tropic Care, Inc. to maintain its 352,000 Square Feet of Landscaping.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
LANDSCAPE MAINTENANCE	\$7,223	\$86,676
		\$86,676

Maintenance - Additional Landscape

Funding for trimming, replacement of trees/plants, and other routine landscape maintenance not covered under the landscape vendor contract.

Maintenance - Pool

The District has constructed a community swimming pool, which requires maintenance service five times per week.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
VENDOR: OHANA POOLS		
POOL MAINTENANCE	\$600	\$7,200
CONTINGENCY - POOL REPAIRS		\$4,366
VENDOR: J & I JANITORIAL SERVICES		
JANITORIAL SERVICES	\$320	\$3,840
SUPPLIES		\$900
		\$16,306

Maintenance - Irrigation

Represents estimated cost for repairing irrigation line breaks, replacement of sprinklers, etc.

Maintenance - Lighting

Estimated cost for routine/replacement of fixtures.

Baytree Community Development District

Maintenance - Monuments

Estimated cost to pressure clean and paint monuments.

Maintenance - Other Field

Miscellaneous cost related to light fixture repair and replacement, dead tree removals, additional pond work, cleaning storm drains, etc

Maintenance - Playground

Estimated cost for routine maintenance, such as paint, mulch, or repairs.

Maintenance - Tennis Court Area

Estimated cost for routine maintenance, such as nets, facility repair, or minor improvements.

Christmas Lighting

Estimated cost for installation of holiday lights and décor as well as supplies.

Operating Supplies

Purchase of supplies for the District's pool, gatehouse, etc.

Sidewalk/Curb Cleaning

Estimated cost for pressure washing the CDD owned sidewalks throughout the community.

Miscellaneous

Any other miscellaneous expenses incurred during the year.

Reserves:

Transfer Out - Capital Projects - Paving - Baytree/IOB

The District has established a Reserve Account in order to pay for resurfacing of roadways

Transfer Out - Capital Projects - Reserves

Renewal and replacement cost such as replacement cost of the sidewalks, drainage repair, playground equipment, etc. See attached capital improvement program.

Transfer Out - Community Beautification Fund

Represents the assessments dedicated to the Community Beautification Fund.