

RESOLUTION NO. 2022-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT ADOPTING THE DISTRICT'S PROPOSED BUDGET FOR ITS FISCAL YEAR COMMENCING JULY 1, 2023; DIRECTING ITS SECRETARY TO SUBMIT TRUE COPIES OF THIS RESOLUTION TO SPECIFIED OFFICERS OF THE CITY OF JACKSONVILLE, FLORIDA, AS DESIGNATED HEREIN; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Recitals

WHEREAS, by its enactment of Ordinance No. 2021-838-E (the "Ordinance"), the City Council (the "City Council") of the City of Jacksonville, Florida (the "City"), established the Baymeadows Community Improvement District (the "District") as a dependent special district of the City pursuant to Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (the "Special District Act"); and,

WHEREAS, Section 7(A) of the District's Charter, as enacted under Section 2 of the Ordinance, along with the Special District Act, requires the District to adopt a proposed budget for each fiscal year and submit the same to the City Council by the April 1 immediately preceding the commencement of the District's fiscal year on the next ensuing July 1; and,

WHEREAS, by the adoption of this resolution, the Board of Supervisors of the District (the "Board") intends to adopt its proposed budget for the District's fiscal year commencing July 1, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT:

SECTION 1. AUTHORITY. The District has the authority to adopt this Resolution pursuant to the Special District Act.

SECTION 2. ADOPTION OF PROPOSED BUDGET. The Board hereby adopts as the District's proposed budget for its fiscal year commencing July 1, 2023, the document attached hereto as Exhibit A.

SECTION 3. SUBMITTAL TO CITY COUNCIL. In accordance with the foregoing Sec. 7(A) of the District's Charter, the Board hereby directs its Secretary to submit true copies of this resolution and its attachment to the Director/Council Secretary of the City Council and to the Council Auditor of the City Council at the earliest practical occasion, but in no event later than April 1, 2023.

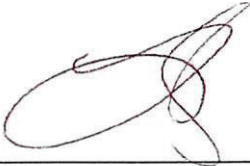
SECTION 4. SEVERABILITY. If any section, subsection, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

SECTION 5. EFFECTIVE DATE. This resolution shall become effective immediately upon the adoption hereof.

[Continues on the following page.]

PASSED AND ADOPTED this 15th day of February, 2023, by the Board of Supervisors of the Baymeadows Community Improvement District assembled in Jacksonville, Florida.

ATTEST:



Secretary/Assistant Secretary

**BAYMEADOWS COMMUNITY
IMPROVEMENT DISTRICT**



Chairman/Vice Chairman, Board of Supervisors

Exhibit A

[Proposed Budget of the Baymeadows Community Improvement District]



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Baymeadows Community Improvement District

Adopted Proposed Budget Fiscal Year 2023/2024

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**Proposed Budget
Baymeadows Community Improvement District
General Fund
Fiscal Year 2023/2024**

	Chart of Accounts Classification	Budget for 2023/2024	Comments
1			
2	REVENUES		
3			
4	Special Assessments		
5	Tax Roll*	\$ 542,439	
6			
7	TOTAL REVENUES	\$ 542,439	
8			
9	EXPENDITURES - ADMINISTRATIVE		
10			
11	Legislative		
12	Financial & Administrative		
13	Administrative Services	\$ 4,200	
14	District Management	\$ 19,200	
15	District Engineer	\$ 15,000	Estimated
16	Assessment Roll	\$ 5,000	
17	Financial & Revenue Collections	\$ 3,600	
18	Accounting Services	\$ 15,000	
19	Public Officials Liability Insurance	\$ 2,675	Based on Current Amount
20	Legal Advertising	\$ 2,500	
21	Dues, Licenses & Fees	\$ 175	DEO Annual Fee
22	Miscellaneous Fees	\$ 2,500	Estimated To Include Required Mailed Notices
23	Website Hosting, Maintenance, Backup	\$ 3,238	Includes Ongoing Fees Annually Per Campus Suite Agreement and Estimated Domain Costs. (Initial Onboarding was \$1162.50)
24	Legal Counsel		
25	District Counsel	\$ 15,000	Estimated
26	Administrative Subtotal	\$ 88,088	
27			
28	EXPENDITURES - FIELD OPERATIONS		
29			
30	Stormwater Control		
31	Aquatic Maintenance	\$ 38,890	

Proposed Budget
Baymeadows Community Improvement District
General Fund
Fiscal Year 2023/2024

	Chart of Accounts Classification	Budget for 2023/2024	Comments
32	Aquatic/Stormwater Repairs	\$ 25,000	
33	Aquatic/Stormwater System Cleaning and Inspection	\$ 190,000	Reflects Updated Estimated Costs to TV Stormwater System
34	Other Physical Environment		
35	General Liability Insurance	\$ 3,235	Based on Current Amount
36	Property Insurance	\$ 2,500	Entry Monument Only
37	Landscape & Irrigation Maintenance Contract	\$ 49,879	Based on updated Vendor Estimate Received for area outlined in BCID Landscape Responsibilities Document FY 23/24, does not include areas noted for future consideration.
38	Miscellaneous Expense	\$ 20,000	
39	Road & Street Facilities		
40	Roadway Maintenance	\$ 30,000	Proposed to Include Patching Cypress Green Drive and Ongoing Misc. Repairs
41	Roadway Improvements	\$ 49,847	Proposed to Include Resurfacing a Portion of Baymeadows Circle West from Linkside through Putters Cove
42	Contingency		
43	Miscellaneous Contingency	\$ 45,000	Proposed to Include Deferred Expenses \$20,000 DR Horton Loan Repayment, Rogers Towers \$25,000 Estimated .
44	Field Operations Subtotal	\$ 454,351	
45			
46	TOTAL EXPENDITURES	\$ 542,439	
47			
48	EXCESS OF REVENUES OVER EXPENDITURES	\$ -	

BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2023/2024 O&M Budget		\$542,438.50
Collection Cost @	3.5%	\$20,524.70
Early Payment Discount @	4%	\$23,456.80
2023/2024 Total		<u>\$586,420.00</u>
2022/2023 O&M Budget		N/A
2023/2024 O&M Budget		\$542,438.50
Total Difference		<u><u>N/A</u></u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
<u>Single Family</u>				
Putters Cove	\$0.00	\$500.00	N/A	N/A
Linkside	\$0.00	\$500.00	N/A	N/A
Las Casas	\$0.00	\$500.00	N/A	N/A
Meadow Walk	\$0.00	\$500.00	N/A	N/A
<u>Townhomes</u>				
Las Prados	\$0.00	\$400.00	N/A	N/A
Village Green I	\$0.00	\$400.00	N/A	N/A
Village Green II	\$0.00	\$400.00	N/A	N/A
Village Green III	\$0.00	\$400.00	N/A	N/A
Los Lagos	\$0.00	\$400.00	N/A	N/A
BayPointe South	\$0.00	\$400.00	N/A	N/A
BayPointe North	\$0.00	\$400.00	N/A	N/A
Lakeside	\$0.00	\$400.00	N/A	N/A
Terrace Pines	\$0.00	\$0.00	N/A	N/A
Mallard Creek	\$0.00	\$0.00	N/A	N/A
Golfside	\$0.00	\$0.00	N/A	N/A
<u>Multi-Family</u>				
The Avenues	\$0.00	\$20.00	N/A	N/A
The Village Del Mar	\$0.00	\$20.00	N/A	N/A
The Lofts	\$0.00	\$20.00	N/A	N/A
<u>Commercial</u>				
Business Suites	\$0.00	\$500.00	N/A	N/A
Business Condos	\$0.00	\$750.00	N/A	N/A
Business - Small	\$0.00	\$1,000.00	N/A	N/A
Business - Large	\$0.00	\$2,500.00	N/A	N/A

Notes:

Fiscal Year 2023-2024 will be the first time Operations & Maintenance assessments are levied by the District.

Terrace Pines, Mallard Creek, and Golfside are undeveloped, therefore are not assessable per Ordinance 2021-838-E.

BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

FISCAL YEAR 2023/2024 O&M ASSESSMENT SCHEDULE

TOTAL O&M BUDGET	\$642,438.50
COLLECTION COSTS @ 3.5%	\$20,524.70
EARLY PAYMENT DISCOUNT @ 4%	\$23,466.80
TOTAL O&M ASSESSMENT	\$586,420.00

PER LOT O&M ASSESSMENT ⁽¹⁾
\$500.00
\$500.00
\$500.00
\$500.00
\$400.00
\$400.00
\$400.00
\$400.00
\$400.00
\$400.00
\$400.00
\$400.00
\$0.00
\$0.00
\$0.00
\$20.00
\$20.00
\$20.00
\$500.00
\$750.00
\$1,000.00
\$2,500.00

UNITS ASSESSED	ALLOCATION OF O&M ASSESSMENT					TOTAL O&M BUDGET
	O&M UNITS	EAU FACTOR	TOTAL EAU'S	% TOTAL EAU'S	TOTAL	
Single Family						
Putters Cove	17	1.25	21.25	1.45%	\$8,500.00	
Linkside	81	1.25	101.25	6.91%	\$40,500.00	
Las Casas	48	1.25	60.00	4.09%	\$24,000.00	
Meadow Walk	143	1.25	178.75	12.19%	\$71,500.00	
Townhomes/Condos						
Las Prados	125	1.00	125.00	8.53%	\$50,000.00	
Village Green I	109	1.00	109.00	7.43%	\$43,600.00	
Village Green II	54	1.00	54.00	3.68%	\$21,600.00	
Village Green III	12	1.00	12.00	0.82%	\$4,800.00	
Los Lagos	166	1.00	166.00	11.32%	\$66,400.00	
BayPointe South	200	1.00	200.00	13.64%	\$80,000.00	
BayPointe North	204	1.00	204.00	13.91%	\$81,600.00	
Lakeside	26	1.00	26.00	1.77%	\$10,400.00	
Terrace Pines	0	1.00	0.00	0.00%	\$0.00	
Mallard Creek	0	1.00	0.00	0.00%	\$0.00	
Golfside	0	1.00	0.00	0.00%	\$0.00	
Multi-Family						
The Avenues	904	0.05	45.20	3.08%	\$18,080.00	
The Village Del Mar	144	0.05	7.20	0.49%	\$2,880.00	
The Lofts	103	0.05	5.15	0.35%	\$2,060.00	
Commercial						
Business Suites	81	1.25	101.25	6.91%	\$40,500.00	
Business Condos	10	1.88	18.75	1.28%	\$7,500.00	
Business - Small	10	2.50	25.00	1.71%	\$10,000.00	
Business - Large	1	6.25	6.25	0.43%	\$2,500.00	
TOTAL	2438		1466.05	100.00%	\$586,420.00	

LESS: Collection Costs (3.5%) and Early Payment Discounts (4%):

Net Revenue to be Collected:

\$586,438.50

(\$43,981.50)

⁽¹⁾ Units with heated structures greater than 1 square foot are subject to District's annual assessment.

(3) Annual assessment that will appear on November 2023 Duval County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early). Per unit assessments not to exceed maximum caps defined in Exhibit 2 of Ordinance 2021-838-E.

NOTE: Assessments cover the period from July 1, 2023 - June 30, 2024.

EXPENDITURES – ADMINISTRATIVE:

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



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Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.



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Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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