



Rizzetta & Company

## **Baymeadows Community Improvement District**

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**Board of Supervisors' Meeting  
January 14, 2026**

District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084

## **BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT**

Southeast Public Library, 10599 Deerwood Park Blvd Jacksonville, FL 32226

[www.BCIDJax.Org](http://www.BCIDJax.Org)

<b>Board of Supervisors</b>	Patrick Hale Carol Eichling Susan Bailey Linsey Cuffy Walter DeReu John Joyce Mike Miller	Chairman Vice Chairperson Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
<b>District Manager</b>	Lesley Gallagher Danielle Wasilewski	Rizzetta & Company, Inc. Rizzetta & Company, Inc.
<b>District Counsel</b>	Emily Pierce	Rogers Towers PA
<b>District Engineer</b>	Joey Duncan	Dewberry

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comments portion, will be held at the beginning of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CID) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

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District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.BCIDJax.Org](http://www.BCIDJax.Org)

**Board of Supervisors  
Baymeadows Community  
Improvement District**

**January 07, 2025**

## **FINAL AGENDA**

Dear Board Members:

The meeting of the Baymeadows Community Improvement District will be held on **January 14, 2026 at 6:00 p.m.** at the Southeast Public Library, located at 10599 Deerwood Park Blvd., Jacksonville, Florida 32256.

- 1. CALL TO ORDER/ROLL CALL and QUORUM**
- 2. PUBLIC COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Meeting Held on November 12, 2025 ..... Tab 1
  - B. Ratification of Operations & Maintenance Expenditures for August September, and October 2025 ..... Tab 2
  - C. Acceptance of Audit Report for Fiscal Year 2024/2025 (*Under Separate Cover*)
  - D. Consideration of Audit Engagement for Fiscal Year 2023/24 (*Under Separate Cover*)
- 4. CHAIRMAN'S REPORT**
- 5. SUBCOMMITTEE UPDATES**
  - A. Discussion Regarding Signage on Roadways
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
    1. Update on Stormpipe Cleaning and CCTV Inspection
  - C. District Manager
  - D. Landscape ..... Tab 3
  - E. Pond Maintenance Reports ..... Tab 4
- 7. BUSINESS ITEMS**
  - A. Discussion Regarding Roadway Maintenance
    - 1.) Cypress Green Drive ..... Tab 5
  - B. Discussion Regarding Pond Ownership Vs. Maintenance
  - C. Discussion Regarding the Lofts Informal Exemption Request
  - D. Discussion Regarding Fiscal Year 2026/2027 Proposed Budget
- 8. SUPERVISOR REQUESTS**
- 9. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,  
*Lesley Gallagher*  
District Manager

# Tab 1



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**D. Landscape Report**

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50 Mr. Kirbyson reviewed the landscape report found under tab 2 of the agenda.

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52 *The Board then moved to agenda item 7B – Consideration of Yellowstone Landscape Proposals.*

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**B. Consideration of Yellowstone Landscape Proposals (under separate cover)**

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55 Mr. Kirbyson reviewed the landscape report found under tab 2 of the agenda.

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57 On a motion by Ms. Bailey , seconded by Mr. Miller, with all in favor, the Board approved a  
58 proposal for underbrush removal and tree trimming (exhibit A) from Yellowstone in the amount of  
59 \$2,338.90.

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**THIRD ORDER OF BUSINESS****CONSIDERATION OF THE MINUTES  
MEETING HELD ON September 10,  
2025**

63 On a motion by Ms. Eichling, seconded by Mr. Miller, with all in favor, the Board approved the  
64 minutes from the September 10, 2025 meeting for Baymeadows Community Improvement  
65 District.

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**FOURTH ORDER OF BUSINESS****CHAIRMAN'S REPORT**

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No report

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**FIFTH ORDER OF BUSINESS****SUBCOMMITTEE UPDATES**

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No subcommittee updates

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**SIXTH ORDER OF BUSINESS****STAFF REPORTS**

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**A. District Counsel**

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84 Ms. Pierce updated the board that her firm is working on the letters previously discussed  
85 regarding trees and the sidewalk installation.

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89 *Ms. Bailey joined the meeting in progress.*

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**B. District Engineer****1.) Update on Stormwater Cleaning and CCTV Inspection Report**

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Mr. Duncan updated the board that the contractor had completed the pipe work and that his firm is continuing to go through records provided. It appears that there are missing flash drives, hard copies and an updated map as well as debris piles to be cleared. The district manager was directed to not process the last invoice received as it should be adjusted based on a deduction to be calculated.

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**2.) Discussion Regarding Stormwater Repairs**

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**C. District Manager****1.) Update on Goals and Objectives**

On a motion by Ms. Bailey, seconded by Ms. Eichling, with all in favor, the board authorized the District Manager to work with the Chairman and District Counsel to finalize the fiscal year 2024/2025 report on goals and objectives by the December 1<sup>st</sup> deadline.

**E. Pond Maintenance**

The board had no questions about the pond maintenance report found under Tab 3 of the agenda.

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**SEVENTH ORDER OF BUSINESS****BUSINESS ITEMS****A. Consideration of Dewberry Work Authorization**

On a motion by Ms. Eichling, seconded by Ms. Bailey, with all in favor, the board approved work authorization for fiscal year 2026, General Engineering services in the amount of \$25,000 plus other direct costs .

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**EIGHTH ORDER OF BUSINESS****SUPERVISOR REQUESTS**

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No Supervisor comments.

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131 *Comments on the Yellowstone report and a wish list for future items*

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**NINETH ORDER OF BUSINESS****ADJOURNMENT**

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On a motion by Mr. DeReu, seconded by Mr. Miller, with all in favor, the Board adjourned the meeting at 7:11 p.m., for Baymeadows Community Improvement District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

DRAFT

# **Exhibit A**



Proposal #: 617350

Date: 10/8/2025

From: Nicholas Kirbyson

Landscape Enhancement Proposal for  
**Baymeadows Community Improvement District**

Lesley Gallagher  
 Rizzetta & Company  
 3434 Colwell Avenue Suite 200  
 Tampa, FL 33614  
 LGallagher@rizzetta.com

**LOCATION OF PROPERTY**

Baymeadows Circle East  
 Jacksonville, FL 32256

**Fairway Tree Cluster Cleanup**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Underbrush Removal/Tree Trim	1	\$1,987.48	\$1,987.48
Pine Bales	30	\$11.71	\$351.42

This proposal is to clear out undergrowth around the tree clusters along the fairway walkway and trim raise the canopies/trim the trees for a cleaner neater appearance. Pine straw laid down to help prevent growth and aesthetics.

**Terms and Conditions:** Signature below authorizes Yellowstone to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

**Limited Warranty:** Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

By

*Patrick Hale* / Chairperson

Print Name/Title

Date

*11-12-25*

Baymeadows Community Improvement District

Subtotal	\$2,338.90
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$2,338.90</b>

THIS IS NOT AN INVOICE

## Tab 2

# BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

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DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084  
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures August 2025 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2025 through August 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$7,857.65**

Approval of Expenditures:

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Chairperson

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Vice Chairperson

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Assistant Secretary

# Baymeadows Community Improvement District

## Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Future Horizons, Inc.	300046	90713	Aquatic Weed Control Services 07/25	\$ 2,857.65
Yellowstone Landscape	082625-01	968678	Monthly Landscape Maintenance 08/25	\$ 5,000.00
<b>Total</b>				<b>\$ 7,857.65</b>

# **BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT**

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084  
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

# Operation and Maintenance Expenditures

## September 2025

### For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2025 through September 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$30,370.15**

## Approval of Expenditures:

### Chairperson

## Vice Chairperson

## Assistant Secretary

# Baymeadows Community Improvement District

## Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Dewberry Engineers, Inc.	300048	22459764	Stormwater Inspection 07/25	\$ 1,827.50
Dewberry Engineers, Inc.	300048	22459813	General Engineering Services 07/25	\$ 870.00
Egis Insurance Advisors, LLC	300053	28984	Policy #100125949 10/01/25-10/01/26	\$ 6,776.00
Future Horizons, Inc.	300051	91161	Aquatic Weed Control Services 08/25	\$ 2,857.65
Rizzetta & Company, Inc.	300050	INV0000101244	District Management Fees 08/25	\$ 3,775.00
Rizzetta & Company, Inc.	300047	INV0000102289	District Management Fees 09/25	\$ 3,775.00
Rogers Towers, P.A.	300049	740306	Legal Services 08/25	\$ 4,881.50
Rogers Towers, P.A.	300052	741088	Legal Services 08/25	\$ 607.50
Yellowstone Landscape	092925-01	990974	Monthly Landscape Maintenance 09/25	\$ 5,000.00
<b>Total</b>				<b>\$ 30,370.15</b>

# BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

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DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084  
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures October 2025 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2025 through October 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$21,329.53**

Approval of Expenditures:

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Chairperson

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Vice Chairperson

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Assistant Secretary

## Baymeadows Community Improvement District

### Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Dewberry Engineers, Inc.	300056	22463154	General Engineering Services 08/25	\$ 977.50
Dewberry Engineers, Inc.	300056	22463222	General Engineering Services 08/25	\$ 562.50
Florida Department of Commerce	103025-01	93598 ACH	Special District Fee for FY25-26	\$ 175.00
Future Horizons, Inc.	300057	91613	Aquatic Weed Control Services 09/25	\$ 2,857.65
Future Horizons, Inc.	300059	91848	Replace (6) boards - Outfall Structure 10/25	\$ 780.00
Rizzetta & Company, Inc.	300054	INV0000103609	District Management Services 10/25	\$ 3,775.00
Rizzetta & Company, Inc.	300055	INV0000103720	Assessment Roll FY25/26	\$ 5,250.00
Rogers Towers, P.A.	300060	742211	Legal Services 09/25	\$ 1,567.50
School Now	300058	INV-SN-997	Quarterly Website Hosting 09/25	\$ 384.38
Yellowstone Landscape	102025-01	1005789	Monthly Landscape Maintenance 10/25	\$ 5,000.00
<b>Total</b>				<b>\$ 21,329.53</b>

## Tab 3

## Baymeadows CID

### January Landscape Report

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#### **Site Overview**

The property continues to present a clean and well-kept appearance going into the winter season. Grounds remain orderly and are being maintained on schedule. No issues or concerns were identified during this visit.

#### **Turf & Lawn Areas**

- Turf is uniform and neatly cut, maintaining a tidy curb appeal even as winter growth slows.
- Edges along walkways and borders remain well-defined.
- No bare patches, erosion, or damage were observed.
- Grass color and overall health are stable for this time of year.

#### **Maintenance Observations**

- Routine mowing and edging continue to support a professional appearance as turf growth tapers off in cooler temperatures.
- No debris, trash, or obstructions were present on the lawn areas.
- No pest activity or visible stress to the turf was noted.
- Grass growth has slowed significantly with winter temperatures.

#### **General Notes**

- The property remains low-maintenance, requiring only regular mowing and edging to uphold current standards through the winter season.
- Dead trees have been proposed for removal; no additional trees require action at this time.
- Enhancement opportunities at the entrance can be proposed upon request to further beautify the entryway.
- The three tree clusters along the fairway have been cleaned up, improving safety and aesthetics.
- The old fairway and green continue to offer strong potential for enhancements or a future park/sitting area. Our designer is currently working on renderings.

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## Tab 4

## Baymeadows CDD

**Date Treated:** 12-23-25

**Water Temperature:** 65

**Weather:** Sunny

**Winds:** 0-10 MPH

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1A:	Shoreline Yes Aquamaster, Schooner SC2:	Yes Aquamaster, Schooner SC1C: Shoreline	Aquamaster, Schooner SC1B: Shoreline Yes Aquamaster, Schooner SC
3:	<b>Filled In</b>	No	<b>None</b>
4:	Algae, Plankton	Yes	FL 909, Hyd 191
5:	None	Yes	None
6:	None	Yes	None
7:	None	Yes	None
8:	None	Yes	None
9:	Algae, Plankton	Yes	FL 909, Hyd 191
10/26:	None	Yes	None
11:	None	Yes	None
12:	Shoreline, Duckweed	Yes	Aquamaster, Schooner SC
13:	Shoreline, Duckweed	Yes	Aquamaster, Schooner SC
14:	None	Yes	None
15:	None	Yes	None
16:	None	Yes	None
17:	None	Yes	None
18:	None	Yes	None
19:	None	Yes	None
20:	Shoreline	Yes	Aquamaster, Schooner SC
21:	None	Yes	None
22:	Shoreline	Yes	Aquamaster, Schooner SC
23:	Shoreline	Yes	Aquamaster, Schooner SC
24:	Shoreline	Yes	Aquamaster, Schooner SC
25:	None	Yes	None
27:	None	Yes	None
28:	Shoreline	Yes	Aquamaster, Schooner SC
29:	Shoreline	Yes	Aquamaster, Schooner SC

30:	None	No	None
31:	None	No	None
32:	None	Yes	None
33:	None	Yes	None
34:	None	Yes	None
35:	None	Yes	None
36	Ditch Shoreline	Yes	Aquamaster, Schooner SC
37:	None	Yes	None

**Comments:** None

## Baymeadows CDD

**Date Treated:** 11-25-25

**Water Temperature:** 74

**Weather:** Clear

**Winds:** 5-10 MPH

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1A:	None	Yes	None
	None1C: None	Yes	None1B: None
	Yes		None2: None
3:	<b>Filled In</b>	No	<b>None</b>
4:	Plankton	Yes	FL 909
5:	Shoreline	Yes	Polaris
6:	None	Yes	None
7:	None	Yes	None
8:	None	Yes	None
9:	None	Yes	None
10/26:	Plankton	Yes	FL 909, Copper Sulfate
11:	None	Yes	None
12:	None	Yes	None
13:	None	Yes	None
14:	None	Yes	None
15:	Algae, Plankton, Shoreline	Yes	Polaris, Copper Sulfate, FL 909
16:	None	Yes	None
17:	Shoreline	Yes	Polaris
18:	Shoreline	Yes	Polaris
19:	Shoreline	Yes	Polaris
20:	None	Yes	None
21:	None	Yes	None
22:	Algae	Yes	Copper Sulfate
23:	None	Yes	None
24:	Algae, Plankton	Yes	FL 909, Copper Sulfate
25:	Shoreline, Plankton	Yes	Polaris, FL 909
27:	None	Yes	None
28:	None	Yes	None
29:	None	Yes	None

30:	None	No	None
31:	None	No	None
32:	None	Yes	None
33:	None	Yes	None
34:	None	Yes	None
35:	Shoreline	Yes	Polaris
36	Ditch Algae, Plankton	Yes	FL 909, Copper Sulfate
37:	None	Yes	None

**Comments:** None

## Baymeadows CDD

**Date Treated:** 11-11-25

**Water Temperature:** 63

**Weather:** Clear/Breezy

**Winds:** 10-25 MPH

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>		
1:	Algae Yes	None	Yes	Hyd 1912:	None
3:	<b>Filled In</b>	No	<b>None</b>		
4:	Plankton	Yes	FL 909, Hyd 191		
5:	None	Yes	None		
6:	None	Yes	None		
7:	None	Yes	None		
8:	None	Yes	None		
9:	None	Yes	None		
10/26:	None	Yes	None		
11:	None	Yes	None		
12:	None	Yes	None		
13:	None	Yes	None		
14:	None	Yes	None		
15:	None	Yes	None		
16:	Algae	Yes	Copper Sulfate		
17:	None	Yes	None		
18:	None	Yes	None		
19:	None	Yes	None		
20:	Roadgrass	Yes	2-4D		
21:	None	Yes	None		
22:	Algae	Yes	Hyd 191		
23:	None	Yes	None		
24:	Algae	Yes	FL 909		
25:	None	Yes	None		
10/26:	None	Yes	None		
27:	None	Yes	None		
28:	None	Yes	None		
29:	None	Yes	None		

30:	None	No	None	
31:	None	No	None	
32:	None	Yes	None	
33:	None	Yes	None	
34:	None	Yes	None	
35:	None	Yes	None	
36	Ditch	None	Yes	None
37:	None	Yes	None	

**Comments:** Will need to treat Roadgrass in Ponds 32 and 37 next trip.

## Tab 5







