

**BERRY BAY
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 3, 2021**

BERRY BAY
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, JUNE 3, 2021 AT 2:00 P.M.
THE OFFICES OF MERITUS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607

District Board of Supervisors	Chairman Vice-Chairman Supervisor Supervisor Supervisor	Jeffery Hills Nicholas Dister Kelly Evans Ryan Motko Chloe Firebaugh
District Manager	Meritus	Brian Lamb
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

June 3, 2021
Board of Supervisors
Berry Bay Community Development District

Dear Board Members:

The Regular Meeting of Berry Bay Community Development District will be held on **Thursday, June 3, 2021 at 2:00 p.m. at the offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607**. Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2021-05; Approving Proposed FY 2022 Budget & Setting Pubic Hearing.....Tab 01
 - B. General Matters of the District
- 4. CONSENT AGENDA**
 - A. Consideration of the Minutes of the Regular Meeting May 06, 2021.....Tab 02
 - B. Consideration of Operations and Maintenance Expenditures April 2021.....Tab 03
 - C. Review of Financial Statements for Month Ending April 30, 2021.....Tab 04
- 5. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 8. ADJOURNMENT**

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Brian Lamb
District Manager

RESOLUTION 2021-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BERRY BAY COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Berry Bay Community Development District (“**District**”) prior to June 15, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Proposed Budget**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, 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.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 5, 2021
HOUR: 2:00 p.m.
LOCATION: Meritus
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607

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 Hillsborough 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 Proposed Budget on the District’s website at least 2 days before the budget hearing date 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 by Florida law.

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

PASSED AND ADOPTED ON JUNE 3, 2021.

Attest:

**Berry Bay Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2021/2022

2022



BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022
PROPOSED ANNUAL OPERATING BUDGET

MAY 6, 2021



BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022 PROPOSED ANNUAL OPERATING BUDGET

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MAY 6, 2021

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Berry Bay Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2022, which begins on October 1, 2021. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2021 Special Assessment Revenue Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2021 Final Operating Budget	Current Period Actuals 10/1/20 - 3/31/21	Projected Revenues & Expenditures 4/1/21 to 9/30/21	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21
REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	119,000.00	9,566.70	109,433.30	119,000.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$119,000.00	\$9,566.70	\$109,433.30	\$119,000.00	\$0.00
TOTAL REVENUES	\$119,000.00	\$9,566.70	\$109,433.30	\$119,000.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	6,000.00	800.00	5,200.00	6,000.00	0.00
TOTAL LEGISLATIVE	\$6,000.00	\$800.00	\$5,200.00	\$6,000.00	\$0.00
FINANCIAL & ADMINISTRATIVE					
District Management	36,000.00	6,000.00	30,000.00	36,000.00	0.00
District Engineer	5,000.00	0.00	5,000.00	5,000.00	0.00
Disclosure Report	4,200.00	0.00	2,100.00	2,100.00	(2,100.00)
Trustees Fees	4,100.00	0.00	0.00	0.00	(4,100.00)
Accounting Services	9,000.00	0.00	6,750.00	6,750.00	(2,250.00)
Auditing Services	6,500.00	0.00	0.00	0.00	(6,500.00)
Postage, Phone, Faxes, Copies	500.00	0.00	500.00	500.00	0.00
Public Officials Insurance	3,000.00	2,250.00	750.00	3,000.00	0.00
Legal Advertising	17,000.00	0.00	17,000.00	17,000.00	0.00
Bank Fees	500.00	90.00	410.00	500.00	0.00
Dues, Licenses & Fees	200.00	175.00	25.00	200.00	0.00
Office Supplies	200.00	0.00	200.00	200.00	0.00
ADA Website Compliance	2,000.00	0.00	2,000.00	2,000.00	0.00
Website Maintenance	1,500.00	1,500.00	0.00	1,500.00	0.00
Miscellaneous Fees	300.00	0.00	300.00	300.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$90,000.00	\$10,015.00	\$65,035.00	\$75,050.00	(\$14,950.00)
LEGAL COUNSEL					
District Counsel	10,000.00	191.22	9,808.78	10,000.00	0.00
TOTAL DISTRICT COUNSEL	\$10,000.00	\$191.22	\$9,808.78	\$10,000.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Program	5,000.00	2,750.00	5,250.00	8,000.00	3,000.00
Property & Casualty Insurance	8,000.00	0.00	5,000.00	5,000.00	(3,000.00)
Landscape Maintenance - Contract	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$13,000.00	\$2,750.00	\$10,250.00	\$13,000.00	\$0.00
TOTAL EXPENDITURES	\$119,000.00	\$13,756.22	\$90,293.78	\$104,050.00	(\$14,950.00)
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	(\$4,189.52)	\$19,139.52	\$14,950.00	\$14,950.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

FISCAL YEAR 2021 BUDGET ANALYSIS

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2021 Final Operating Budget	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21	Fiscal Year 2022 Proposed Operating Budget	Increase / (Decrease) from FY 2021 to FY 2022
REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	119,000.00	119,000.00	0.00	119,000.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$119,000.00	\$119,000.00	\$0.00	\$119,000.00	\$0.00
TOTAL REVENUES	\$119,000.00	\$119,000.00	\$0.00	\$119,000.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	6,000.00	6,000.00	0.00	6,000.00	0.00
TOTAL LEGISLATIVE	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00
FINANCIAL & ADMINISTRATIVE					
District Management	36,000.00	36,000.00	0.00	36,000.00	0.00
District Engineer	5,000.00	5,000.00	0.00	5,000.00	0.00
Disclosure Report	4,200.00	2,100.00	(2,100.00)	4,200.00	0.00
Trustees Fees	4,100.00	0.00	(4,100.00)	4,100.00	0.00
Accounting Services	9,000.00	6,750.00	(2,250.00)	4,500.00	(4,500.00)
Auditing Services	6,500.00	0.00	(6,500.00)	4,400.00	(2,100.00)
Postage, Phone, Faxes, Copies	500.00	500.00	0.00	500.00	0.00
Public Officials Insurance	3,000.00	3,000.00	0.00	2,475.00	(525.00)
Legal Advertising	17,000.00	17,000.00	0.00	5,000.00	(12,000.00)
Bank Fees	500.00	500.00	0.00	500.00	0.00
Dues, Licenses & Fees	200.00	200.00	0.00	200.00	0.00
Office Supplies	200.00	200.00	0.00	200.00	0.00
ADA Website Compliance	2,000.00	2,000.00	0.00	2,000.00	0.00
Website Maintenance	1,500.00	1,500.00	0.00	1,500.00	0.00
Miscellaneous Fees	300.00	300.00	0.00	300.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$90,000.00	\$75,050.00	(\$14,950.00)	\$70,875.00	(\$19,125.00)
LEGAL COUNSEL					
District Counsel	10,000.00	10,000.00	0.00	10,000.00	0.00
TOTAL DISTRICT COUNSEL	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Program	5,000.00	8,000.00	3,000.00	5,000.00	0.00
Property & Casualty Insurance	8,000.00	5,000.00	(3,000.00)	8,000.00	0.00
Landscape Maintenance - Contract	0.00	0.00	0.00	19,125.00	19,125.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$13,000.00	\$13,000.00	\$0.00	\$32,125.00	\$19,125.00
TOTAL EXPENDITURES	\$119,000.00	\$104,050.00	(\$14,950.00)	\$119,000.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$14,950.00	\$14,950.00	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUN'

*** EXCLUDES 4% EARLY PAYMENT DISCC

FISCAL YEAR 2022

PROPOSED ANNUAL OPERATING BUDGET

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

This is for maintenance and administration of the Districts official website.

FISCAL YEAR 2022

PROPOSED ANNUAL OPERATING BUDGET

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2021

REVENUES

CDD Debt Service Assessments	\$	990,675
TOTAL REVENUES	\$	990,675

EXPENDITURES

Series 2021 May Bond Interest Payment	\$	322,634
Series 2021 May Bond Principal Payment	\$	350,000
Series 2021 November Bond Interest Payment	\$	318,041
TOTAL EXPENDITURES	\$	990,675
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2021	\$	17,760,000
Principal Payment Applied Toward Series 2021 Bonds	\$	350,000
Bonds Outstanding - Period Ending 11/1/2022	\$	17,410,000

BERRY BAY

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2021 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment	Total Increase / (Decrease) in Annual Assmt
ASSESSMENT AREA ONE - SERIES 2021									
Single Family 40'	1.00	144	\$0.00	\$108.88	\$108.88	\$1,276.18	\$108.88	\$1,385.06	\$1,276.18
Single Family 50'	1.25	371	\$0.00	\$136.10	\$136.10	\$1,595.23	\$136.10	\$1,731.33	\$1,595.23
Single Family 60'	1.50	148	\$0.00	\$163.32	\$163.32	\$1,914.27	\$163.32	\$2,077.59	\$1,914.27
ASSESSMENT AREA TWO - FUTURE BOND SERIES									
Single Family 40'	1.00	151	\$0.00	\$108.88	\$108.88	\$0.00	\$108.88	\$108.88	\$0.00
Single Family 50'	1.25	10	\$0.00	\$136.10	\$136.10	\$0.00	\$136.10	\$136.10	\$0.00
Single Family 60'	1.50	113	\$0.00	\$163.32	\$163.32	\$0.00	\$163.32	\$163.32	\$0.00
TOTAL		937							

Notations:

⁽¹⁾ Annual assessments include Hillsborough County collection costs and statutory discounts for early payment.

FISCAL YEAR 2022

PROPOSED ANNUAL OPERATING BUDGET

**BERRY BAY
COMMUNITY DEVELOPMENT DISTRICT**

May 6, 2021 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Berry Bay Community Development District was held on **Friday, May 6, 2021 at 2:00 p.m. at the offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.**

1. CALL TO ORDER

Bryan Radcliff called the Regular Meeting of the Board of Supervisors of the Berry Bay Community Development District to order on **Friday, May 6, 2021 at 2:20 p.m.**

Board Members Present and Constituting a Quorum:

Nick Dister	Vice-Chair	
Kelly Evans	Supervisor	
Ryan Motko	Supervisor	
Chloe Firebaugh	Supervisor	<i>appointed during the meeting</i>

Staff Members Present:

Brian Howell	District Manager, Meritus
Bryan Radcliff	District Manager, Meritus
John Vericker	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. BUSINESS ITEMS

A. Acceptance of Board Resignation – Albert Viera

Mr. Radcliff went over the resignation of Albert Viera with the Board.

MOTION TO:	Accept Albert Viera’s Board resignation.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

47 **B. Appointment of Board Supervisor – Seat 5**
48

49 The Board discussed appointing a candidate to fill the vacant seat.
50

51	MOTION TO:	Appoint Chloe Firebaugh to Seat 5.
52	MADE BY:	Supervisor Evans
53	SECONDED BY:	Supervisor Dister
54	DISCUSSION:	None further
55	RESULT:	Called to Vote: Motion PASSED
56		3/0 - Motion Passed Unanimously

57
58 **C. Consideration of Resolution 2021-04; Re-Designating Officers**
59

60 The Board decided to continue with Jeff Hills as Chair and Nick Dister as Vice-Chair.
61

62	MOTION TO:	Approve Resolution 2021-04 as stated.
63	MADE BY:	Supervisor Evans
64	SECONDED BY:	Supervisor Firebaugh
65	DISCUSSION:	None further
66	RESULT:	Called to Vote: Motion PASSED
67		4/0 - Motion Passed Unanimously

68
69 **D. Consideration of Resolution 2021-05; Approving Proposed FY 2022 Budget &**
70 **Setting Public Hearing**
71

72 This item will be tabled until the June meeting.
73

74 **E. Announcement of Annual Notice of Qualified Electors**
75

76 Mr. Radcliff announced that as of April 15, 2021, Berry Bay CDD had 3 qualified electors.
77

78 **F. General Matters of the District**
79

80 There were no additional general matters to discuss.
81
82
83

84 **4. CONSENT AGENDA**

- 85 **A. Consideration of the Minutes of the Regular Meeting March 4, 2021**
86 **B. Consideration of the Minutes of the Special Meeting April 12, 2021**
87 **C. Consideration of Operations and Maintenance Expenditures February 2021**
88 **D. Consideration of Operations and Maintenance Expenditures March 2021**
89 **E. Review of Financial Statements for Month Ending March 31, 2021**
90

91 The Board reviewed the Consent Agenda items.
92

MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

99

100

101 **5. SUPERVISOR REQUESTS**

102

103 There were no supervisor requests.
104

105

106

107 **6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

108

109 There were no audience comments.
110

111

112

113

112 **7. ADJOURNMENT**
113

114	MOTION TO:	Adjourn at 2:23 p.m.
115	MADE BY:	Supervisor Dister
116	SECONDED BY:	Supervisor Firebaugh
117	DISCUSSION:	None further
118	RESULT:	Called to Vote: Motion PASSED
119		4/0 - Motion Passed Unanimously

120
121 **Please note the entire meeting is available on disc.*

122
123 **These minutes were done in summary format.*

124
125 **Each person who decides to appeal any decision made by the Board with respect to any matter*
126 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
127 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
128 *based.*

129
130 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
131 **noticed meeting held on _____.**

132
133
134
135 _____
136 **Signature**

135 _____
136 **Signature**

137
138 _____
139 **Printed Name**

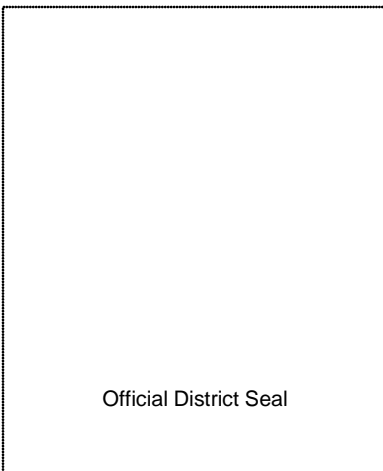
137
138 _____
139 **Printed Name**

140 **Title:**

- 141 **Secretary**
142 **Assistant Secretary**

140 **Title:**

- 141 **Chairman**
142 **Vice Chairman**



Recorded by Records Administrator

Signature

Date

**Berry Bay Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	10488	\$ 1,000.00		District Management Services - April 2021
Monthly Contract Sub-Total		\$ 1,000.00		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Supervisor: Albert Viero	AV041221	\$ 200.00		Supervisor Fee - 04/12/2021
Supervisor: Nick Dister	ND041221	200.00		Supervisor Fee - 04/12/2021
Supervisor: Ryan Motko	RM041221	200.00		Supervisor Fee - 04/12/2021
Supervisor: Steve Luce	SL041221	200.00	\$ 800.00	Supervisor Fee - 04/12/2021
Regular Services Sub-Total		\$ 800.00		
Additional Services				
Tampa Bay Times	306147 040421	\$ 497.00		Special Meeting - 04/04/2021
Additional Services Sub-Total		\$ 497.00		
TOTAL:		\$ 2,297.00		

Approved (with any necessary revisions noted):

Berry Bay Community Development District
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	------------------------	--------	--------------	----------------------

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

Meritus Districts

2005 Pan Am Circle
 Suite 300
 Tampa, FL 33607

Voice: 813-397-5121
 Fax: 813-873-7070


INVOICE

Invoice Number: 10488
 Invoice Date: Apr 1, 2021
 Page: 1

Bill To:
Berry Bay CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Berry Bay CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		4/1/21

Quantity	Item	Description	Unit Price	Amount
		District Management Services - April		1,000.00
				

Subtotal	1,000.00
Sales Tax	
Total Invoice Amount	1,000.00
Payment/Credit Applied	
TOTAL	1,000.00

BERRY BAY CDD

MEETING DATE: April 12, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Kelly Evans		Salary Waived	\$0
Ryan Motko	✓	Salary Accepted	\$200.00
ALBERT VIERO	✓	Salary Accepted	\$200.00

Steve Luce

✓

200.00

AV 041221

BERRY BAY CDD

MEETING DATE: April 12, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
Kelly Evans		Salary Waived	\$0
Ryan Motko	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
ALBERT VIERO	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00

Steve Luce

200.00

ND041221

BERRY BAY CDD

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Steve Luce

✓

200.00

Rm 041221

BERRY BAY CDD

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ALBERT VIERO	✓	Salary Accepted	\$200.00

Steve Luce

✓

200.00

SL 04/22/21



tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
04/ 4/21		BERRY BAY CDD	
Billing Date	Sales Rep	Customer Account	
04/04/2021	Deirdre Almeida	306147	
Total Amount Due		Ad Number	
\$497.00		0000151972	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
04/04/21	04/04/21	0000151972	Times	Legals CLS	Special Meeting	1	2x46 L	\$495.00
04/04/21	04/04/21	0000151972	Tampabay.com	Legals CLS	Special Meeting AffidavitMaterial	1	2x46 L	\$0.00 \$2.00

Bd
4801
5130

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
04/ 4/21		BERRY BAY CDD	
Billing Date	Sales Rep	Customer Account	
04/04/2021	Deirdre Almeida	306147	
Total Amount Due		Ad Number	
\$497.00		0000151972	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYBLE TO:

TIMES PUBLISHING COMPANY

BERRY BAY CDD
C/O MERITUS
2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33607

Received

APR 12 2021

REMIT TO:

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

**Tampa Bay Times
Published Daily**

STATE OF FLORIDA
COUNTY OF Hillsborough

Before the undersigned authority personally appeared **Terri Schneider** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a **Legal Notice** in the matter **RE: Special Meeting** was published in **Tampa Bay Times: 4/ 4/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

} ss

**NOTICE OF PUBLIC MEETING
BERRY BAY COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of Berry Bay Community Development District will hold a Special Meeting of the Board to consider any and all business which may properly come before them on Monday, April 12, 2021 at 2:30 p.m., at the offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

This meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Copies of the agenda for any of the Board's meetings may be obtained by contacting the Main District Office at (813) 873-7300. Affected parties and others interested may appear at these meetings and be heard.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be a speaker telephone present, so that any person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication.

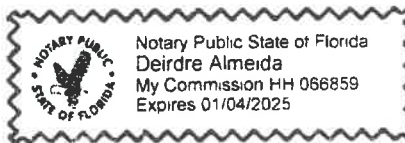
Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Management Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1(800) 955-8770, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb
District Manager

Run Date: April 4, 2021

0000151972



TS

Signature Affiant

Sworn to and subscribed before me this **.04/04/2021**

Deirdre Almeida

Signature of Notary Public

Personally known or produced identification

Type of identification produced _____

Berry Bay Community Development District

Financial Statements
(Unaudited)

Period Ending
April 30, 2021



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Berry Bay CDD
Balance Sheet
As of 4/30/2021
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2021	Capital Projects Fund - Series 2021	General Fixed Assets	General Long-Term Debt	Total
Assets						
Cash-Operating Account	29,592	0	0	0	0	29,592
Construction Fund Custody (0000)	0	0	2,991,753	0	0	2,991,753
Investment - Revenue 2021 (6000)	0	2	0	0	0	2
Investment - Interest 2021 (6001)	0	166,694	0	0	0	166,694
Investment - Reserve 2021 (6003)	0	995,378	0	0	0	995,378
Investment - Acq & Con-General 2021 (6005)	0	0	7,386,429	0	0	7,386,429
Investment - Acq & Con-Amenity 2021 (6006)	0	0	953,816	0	0	953,816
Investment - Acq & Con-Master 2021 (6007)	0	0	1,636,424	0	0	1,636,424
Investment - Cost of Issuance 2021 (6008)	0	0	250	0	0	250
Due From Developer	0	0	0	0	0	0
Construction Work in Progress	0	0	0	6,209,829	0	6,209,829
Amount To Be Provided-Debt Service	0	0	0	0	17,760,000	17,760,000
Total Assets	<u>29,592</u>	<u>1,162,074</u>	<u>12,968,673</u>	<u>6,209,829</u>	<u>17,760,000</u>	<u>38,130,168</u>
Liabilities						
Accounts Payable	7,517	0	0	0	0	7,517
Revenue Bonds Payable - Series 2021	0	0	0	0	17,760,000	17,760,000
Total Liabilities	<u>7,517</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,760,000</u>	<u>17,767,517</u>
Fund Equity & Other Credits						
Fund Balance-Unreserved	352	0	0	0	0	352
Investment in General Fixed Assets	0	0	0	6,209,829	0	6,209,829
Other	21,723	1,162,074	12,968,673	0	0	14,152,470
Total Fund Equity & Other Credits	<u>22,075</u>	<u>1,162,074</u>	<u>12,968,673</u>	<u>6,209,829</u>	<u>0</u>	<u>20,362,651</u>
Total Liabilities & Fund Equity	<u>29,592</u>	<u>1,162,074</u>	<u>12,968,673</u>	<u>6,209,829</u>	<u>17,760,000</u>	<u>38,130,168</u>

Berry Bay CDD
Statement of Revenues and Expenditures
001 - General Fund
From 10/1/2020 Through 4/30/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	119,000	40,584	(78,416)	(66)%
Total Revenues	<u>119,000</u>	<u>40,584</u>	<u>(78,416)</u>	<u>(66)%</u>
Expenditures				
Legislative				
Supervisor Fees	6,000	1,600	4,400	73 %
Financial & Administrative				
District Manager	36,000	7,000	29,000	81 %
District Engineer	5,000	0	5,000	100 %
Disclosure Report	4,200	0	4,200	100 %
Trustee Fees	4,100	0	4,100	100 %
Accounting Services	9,000	0	9,000	100 %
Auditing Services	6,500	0	6,500	100 %
Postage, Phone, Faxes, Copies	500	0	500	100 %
Public Officials Insurance	3,000	2,250	750	25 %
Legal Advertising	17,000	497	16,503	97 %
Bank Fees	500	120	380	76 %
Dues, Licenses, & Fees	200	175	25	13 %
Miscellaneous Fees	300	0	300	100 %
Office Supplies	200	0	200	100 %
Website Maintenance	1,500	1,500	0	0 %
ADA Website Compliance	2,000	0	2,000	100 %
Legal Counsel				
District Counsel	10,000	2,969	7,031	70 %
Other Physical Environment				
Property & Casualty Insurance	5,000	2,750	2,250	45 %
Waterway Management Program	8,000	0	8,000	100 %
Total Expenditures	<u>119,000</u>	<u>18,861</u>	<u>100,139</u>	<u>84 %</u>
Excess of Revenues Over (Under) Expenditures	0	21,723	21,723	0 %
Fund Balance, Beginning of Period				
Fund Balance-Unreserved				
	0	352	352	0 %
Total Fund Balance, Beginning of Period	<u>0</u>	<u>352</u>	<u>352</u>	<u>0 %</u>
Fund Balance, End of Period	<u>0</u>	<u>22,075</u>	<u>22,075</u>	<u>0 %</u>

Berry Bay CDD
Statement of Revenues and Expenditures
202 - Debt Service Fund - Series 2021
From 10/1/2020 Through 4/30/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	12	12	0 %
Total Revenues	<u>0</u>	<u>12</u>	<u>12</u>	<u>0 %</u>
Other Financing Sources				
Debt Proceeds				
Bond Proceeds	0	1,162,073	1,162,073	0 %
Interfund Transfer				
Interfund Transfer	0	(10)	(10)	0 %
Total Other Financing Sources	<u>0</u>	<u>1,162,062</u>	<u>1,162,062</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>1,162,074</u>	<u>1,162,074</u>	<u>0 %</u>
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>1,162,074</u></u>	<u><u>1,162,074</u></u>	<u><u>0 %</u></u>

Berry Bay CDD
Statement of Revenues and Expenditures
302 - Capital Projects Fund - Series 2021
From 10/1/2020 Through 4/30/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	146	146	0 %
Contributions & Donations From Private Sources				
Developer Contributions	0	2,991,753	2,991,753	0 %
Total Revenues	<u>0</u>	<u>2,991,899</u>	<u>2,991,899</u>	<u>0 %</u>
Expenditures				
Financial & Administrative				
District Manager	0	37,500	(37,500)	0 %
District Engineer	0	10,000	(10,000)	0 %
Trustee Fees	0	11,725	(11,725)	0 %
Underwriting Counsel	0	47,500	(47,500)	0 %
Legal Counsel	0	45,000	(45,000)	0 %
Original Issue Discount	0	137,590	(137,590)	0 %
Underwriters Discount	0	355,200	(355,200)	0 %
Postage, Phone, Faxes, Copies	0	1,500	(1,500)	0 %
Legal Counsel				
District Counsel	0	40,500	(40,500)	0 %
Other Physical Environment				
Improvements Other Than Buildings	0	6,209,829	(6,209,829)	0 %
Total Expenditures	<u>0</u>	<u>6,896,344</u>	<u>(6,896,344)</u>	<u>0 %</u>
Other Financing Sources				
Interfund Transfer				
Interfund Transfer	0	10	10	0 %
Debt Proceeds				
Bond Proceeds	0	16,873,107	16,873,107	0 %
Total Other Financing Sources	<u>0</u>	<u>16,873,117</u>	<u>16,873,117</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>12,968,673</u>	<u>12,968,673</u>	<u>0 %</u>
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>12,968,673</u></u>	<u><u>12,968,673</u></u>	<u><u>0 %</u></u>

Berry Bay CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/2021
Reconciliation Date: 4/30/2021
Status: Locked

Bank Balance	574.64
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	29,017.02
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	29,591.66
Balance Per Books	<u>29,591.66</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Berry Bay CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/2021
Reconciliation Date: 4/30/2021
Status: Locked

Outstanding Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
20395	4/30/2021	Developer Funding - 04.30.21	29,017.02	
Outstanding Deposits			29,017.02	

Berry Bay CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/2021
Reconciliation Date: 4/30/2021
Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
128	4/22/2021	System Generated Check/Voucher	1,500.00	ADA Site Compliance
129	4/22/2021	System Generated Check/Voucher	497.00	Times Publishing Company
CD010	4/30/2021	April Bank Fee	<u>15.00</u>	
Cleared Checks/Vouchers			<u>2,012.00</u>	

Berry Bay CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/2021
Reconciliation Date: 4/30/2021
Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
1118	4/14/2021	Developer Funding - 04.14.21	<u>2,000.00</u>	
Cleared Deposits			<u>2,000.00</u>	