



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.27.

10/11/2022

Subject:

FY 2023 Meeting Schedule for Community Development Districts

Fiscal Impact:

There is no fiscal impact

Dept/Office:

Budget Office

Requested Action:

It is requested that the Board acknowledges receipt of the FY 2023 Meeting Schedule for the attached Community Development Districts

Summary Explanation and Background:

In accordance with Florida Statute 189.015, the governing body of each special district shall file, quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authorities. The following Community Development Districts are submitting their Fiscal Year 2023 Meeting Schedule to the Brevard County Board of Commissioners:

- Baytree Community Development District
- Mayfair Community Development District
- Montecito Community Development District
- Tranquility Community Development District
- Viera East Community Development District
- Willow Creek Community Development District
- Viera Stewardship Community Development District
- Heritage Isle at Viera Community Development District

Clerk to the Board Instructions:



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Kimberly.Powell@brevardclerk.us

October 12, 2022

MEMORANDUM

TO: Jill Hayes, Budget Office Director

RE: Item F.27., FY 2023 Meeting Schedule for Community Development Districts

The Board of County Commissioners, in regular session on October 11, 2022, acknowledged receipt of the FY 2023 Meeting Schedule for the following Community Development Districts:

- Baytree Community Development District
- Mayfair Community Development District
- Montecito Community Development District
- Tranquility Community Development District
- Viera East Community Development District
- Willow Creek Community Development District
- Viera Stewardship Community Development District
- Heritage Isle at Viera Community Development District

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

Kimberly Powell, Clerk to the Board

/tr

Baytree
Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

RECEIVED
SEP - 9 2022
County Manager's
Office

August 29, 2022

Brevard County Administrator
Mr. Frank Abbate
2725 Judge Fran Jamieson Way
Building C
Viera, Florida 32940

Re: Baytree Community Development District
Fiscal Year 2023 Meeting Schedule

Dear Mr. Abbate:

In accordance with chapter 189.015, Florida Statutes, enclosed please see the annual meeting schedule for the District for the Fiscal Year 2023 for purposes of disclosure and information only.

Sincerely,



Cari Urrutic
Recording Secretary

Enclosures

Cc: District Manager
District Counsel

**NOTICE OF MEETING DATES
BAYTREE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Baytree Community Development District* will hold their regularly scheduled public meetings for the **Fiscal Year 2022/2023 at 1:30 PM at the Baytree National Golf Links Meeting Room, 8207 National Drive, Melbourne, FL 32940** as follows (Exceptions noted below)

Wednesday, September 7, 2022
Wednesday, October 5, 2022
Wednesday, December 7, 2022
Wednesday, February 1, 2023
Wednesday, April 5, 2023
Wednesday, May 3, 2023
Wednesday, June 7, 2023
Wednesday, August 2, 2023

In addition, the Board of Supervisors will conduct workshop meetings to discuss future agenda items at **10:00 AM** at the above-referenced address on the following dates:

Tuesday, November 8, 2022
Tuesday, January 10, 2023
Tuesday, March 14, 2023
Tuesday, July 11, 2023

The meetings and workshops are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for a particular meeting or workshop may be obtained from the District Manager, at 219 E. Livingston Street, Orlando, FL 32801.

A meeting or workshop may be continued to a date, time, and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting or workshop because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting or workshop. If you are hearing or speech impaired, please contact the Florida Relay Service 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings 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 such appeal is to be based.

Jason M. Showe
Governmental Management Services - Central Florida, LLC
District Manager

Montecito
Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

RECEIVED
SEP - 9 2022
County Manager's
Office

August 29, 2022

Brevard County Administrator
Mr. Frank Abbate
2725 Judge Fran Jamieson Way
Building C
Viera, Florida 32940

City of Satellite Beach Manager
Ms. Courtney Barker
565 Cassia Blvd.
Satellite Beach, FL 32937

Re: Montecito Community Development District
Fiscal Year 2023 Meeting Schedule

Dear Mr. Abbate & Ms. Barker:

In accordance with chapter 189.015, Florida Statutes, enclosed please see the annual meeting schedule for the District for the Fiscal Year 2023 for purposes of disclosure and information only.

Sincerely,



Cari Urrutic
Administrative Assistant

Enclosures

Cc: District Manager
District Counsel

**NOTICE OF MEETING DATES
MONTECITO
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Montecito Community Development District* will hold their regularly scheduled public meetings for the **Fiscal Year 2023** at the *Montecito Beach Club, 208 Montecito Drive, Satellite Beach, FL 32937* on the dates and times as follows:

Monday, October 24, 2022 – 10:30 AM
Wednesday, December 7, 2022 – 5:00 PM
Monday, February 27, 2023 – 10:30 AM
Wednesday, May 3, 2023 – 5:00 PM
Monday, June 26, 2023 – 10:30 AM
Wednesday, August 2, 2023 – 5:00 PM
Monday, September 18, 2023 – 10:30 AM

In addition, the Board of Supervisors will conduct a workshop meeting to discuss future agenda items at **6:00 PM** at the above-referenced address on the following dates:

Wednesday, November 9, 2022
Wednesday, January 25, 2023
Wednesday, April 12, 2023
Wednesday, May 31, 2023
Wednesday, July 12, 2023
Wednesday, August 30, 2023

The meetings and workshops are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained from the District Manager, at 219 E. Livingston Street, Orlando, FL 32801.

A meeting may be continued to a date, time, and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired,

Viera East
Community Development District

135 W. Central Blvd., Suite 320, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

September 9, 2022

Brevard County Manager
Mr. Frank Abbate
2725 Judge Fran Jamieson Way
Viera, Florida 32940

City of Rockledge Manager
Ms. Brenda Fettrow
1600 Huntington Lane
Rockledge, FL 32955

Re: Viera East Community Development District
Fiscal Year 2023 Meeting Schedule

Dear Managers:

In accordance with chapter 189.015, Florida Statutes, enclosed please see the annual meeting schedule for the District for the Fiscal Year 2023 for purposes of disclosure and information only.

Sincerely,

Brittany Brookes
Administrative Assistant

Enclosures:

**NOTICE OF MEETINGS
VIERA EAST
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Viera East Community Development District will hold their meetings for **Fiscal Year 2023** in the Multi-Purpose Building of the Faith Lutheran Church, 5550 Faith Drive, Viera, Florida at **7:00 p.m. on the fourth Thursday** of each month as follows:

October 27, 2022
November 17, 2022
December 15, 2022
January 26, 2023
February 23, 2023
March 23, 2023
April 27, 2023
May 25, 2023
June 22, 2023
July 27, 2023
August 24, 2023
September 28, 2023

In addition, the Board of Supervisors will conduct a workshop to discuss future agenda items on the **second Thursday of each month at 7:00 p.m.** at the above referenced address on the following dates:

October 13, 2022
November 3, 2022
December 1, 2022
January 12, 2023
February 9, 2023
March 9, 2023
April 13, 2023
May 11, 2023
June 8, 2023
July 13, 2023
August 10, 2023
September 14, 2023

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained from the District Manager, at 219 East Livingston Street, Orlando, FL 32801.

The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at these meetings 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 such appeal is to be based.

Jason M. Showe
Governmental Management Services –
Central Florida, LLC
District Manager

Mayfair

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351

Phone: 954-721-8681 - Fax: 954-721-9202

September 1, 2022

<https://www.mayfaircdd.com/>

Meeting Schedule:

**Fiscal Year 2023 at 11:00AM 3999 South Babcock Street
Melbourne, Florida on the first Wednesday of each month as follows:**

October 5, 2022 - Cancelled

November 2, 2022

December 7, 2022

January 4, 2023

February 1, 2023

March 1, 2023

April 5, 2023

May 3, 2023

June 7, 2023

July 5, 2023

August 2, 2023

September 6, 2023

Joni Hayworth
Governmental Management Services-SF, LLC
5385 N. Nob Hill Road
Sunrise, FL 33351
954-721-8681 Telephone
954-721-9202 Facsimile
jhayworth@gmssf.com

**BOARD OF SUPERVISORS MEETING DATES
TRANQUILITY COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023**

The Board of Supervisors of the Tranquility Community Development District will hold their regular meetings for Fiscal Year 2023 at 2:00 p.m., at 2000 S. Washington Ave., 2nd Floor, Titusville, FL 32780, on the second Wednesday of the month, unless otherwise indicated, as follows:

**October 12, 2022
November 9, 2022
December 14, 2022
January 11, 2023
February 8, 2023
March 8, 2023
April 12, 2023
May 10, 2023
June 14, 2023
July 12, 2023
August 9, 2023
September 13, 2023**

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from the District Manager, Governmental Management Services - Central Florida, LLC, 219 E. Livingston Street, Orlando, FL 32801 or by calling (407) 841-5524.

There may be occasions when one or more Supervisors or staff will participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. 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), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting 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 such appeal is to be based.

George S. Flint
District Manager

Willow Creek

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351

Phone: 954-721-8681 - Fax: 954-721-9202

September 1, 2022

Brevard County Manager
Frank Abbate
County Manager's Office
2725 Judge Fran Jamieson Way, Bldg. C
Viera, Florida 32940

Titusville City Clerk
Wanda Wells
555 South Washington Avenue
Titusville, FL 32796

Dear Mr. Abatte & Ms. Wells:

In accordance with Chapter 189 Florida Statutes, we are required to provide to you at the beginning of each fiscal year a notice of our public meetings and a District map.

Enclosed is a copy of the District map, and the Board of Supervisors of the of the Willow Creek Community Development District will hold their meetings for Willow Creek Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2023 at 1:00 PM at the Hampton Inn, 4760 Helen Hauser Blvd., Titusville Florida 32780, on the first Friday of each month as follows:

October 07, 2022
November 04, 2022 Regular & Landowner's Meeting
December 02, 2022
January 06, 2023
February 03, 2023
March 03, 2023
April 07, 2023
May 05, 2023
June 02, 2023
July 7, 2023
August 04, 2023

September 01, 2023

Jennifer McConnell
Governmental Management Services-SF, LLC
5385 N. Nob Hill Road
Sunrise, FL 33351
954-721-8681 Telephone
954-721-9202 Facsimile
jmccConnell@gmssf.com

**VIERA STEWARDSHIP DISTRICT
NOTICE OF FISCAL YEAR 2023 MEETINGS**

As required by Chapter 189, Florida Statutes, notice is hereby given that the Board of Supervisors (“**Board**”) of the Viera Stewardship District (“**District**”) does not meet on a regular basis for fiscal year 2023 but will separately publish notice of meetings at least seven days prior to each Board meeting to include the date, time, and location of said meetings.

The meetings are open to the public and will be conducted in accordance with provisions of Florida law for Special Districts. The meetings may be continued to a date, time, and place, to be specified on the record at the meeting. A copy of the agendas for these meetings may be obtained from Wrathell, Hunt & Associates, 2300 Glades Road, Suite 410W, Boca Raton, FL 33431, phone number 877-276-0889 (“**District Office**”). There may be occasions when one or more Supervisors or staff will participate by communication media technology.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager at 877-276-0889 at least two (2) days prior to the date of the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 800-955-8770 for aid in contacting the District Office at least two (2) days prior to the date of the meeting.

If anyone chooses to appeal any decision of the Board with respect to any matter considered at the meeting, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

District Manager

EXHIBIT "A"
BOARD OF SUPERVISORS' MEETING DATES
HERITAGE ISLE AT VIERA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023

October 25, 2022
December 13, 2022
January 24, 2023
March 28, 2023
May 23, 2023
August 22, 2023

All meetings will convene on the 4th Tuesday of the month at 10:30 a.m. at the Brevard County Government Center, located at 2725 Judge Fran Jamieson Way, Building C, Viera, Florida 32940.