

**MINUTES OF MEETING
PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Palm Bay Community Development District's Board of Supervisors was held on **Thursday, October 9, 2014 at 9:30 a.m.**, at the **Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677.**

Present and constituting a quorum were:

David Lane	Assistant Secretary
James Webb Jones	Assistant Secretary
Joe Aschenbrenner	Assistant Secretary

Also present:

Chuck Adams	District Manager
Tamara Cutts	Homeowners' Association Representative

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:33 a.m., and noted, for the record, that Supervisors Lane, Jones and Aschenbrenner were present, in person. Supervisors Croskey and Bergman were not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Update: Roadway Resurfacing Pricing

Mr. Jones reported that he received one proposal for the roadway resurfacing after the pavers were removed from the Request for Proposals (RFP). He provided a proposal in the amount of \$86,207.40, from Azzarelli Paving and Site Development (Azzarelli), which was lower than the budget of \$100,000. Mr. Jones suggested resetting the pavers after installation of asphalt, to minimize the impact to the neighborhood. He was in the process of contacting paving companies.

Mr. Aschenbrenner suggested using paving companies who advertise through flyers.

Discussion ensued regarding new pavers versus resetting the old ones.

Mr. Adams advised that there was \$130,000 in “Capital outlay”, made up of \$65,000 carried over from the prior year, and \$65,000 programmed in the current year. He indicated that the bulkhead repairs could be delayed, if necessary; it was anticipated to start this year.

Mr. Lane expressed concern about the concrete separating the pavers from the asphalt. Mr. Jones indicated that this would be addressed during replacement of the pavers. Mr. Lane suggested tearing up the strip around the pavers, repairing the concrete, resurfacing the road and then addressing the pavers.

Mr. Aschenbrenner asked whether the paver contractor will accept liability for damaging the asphalt. Mr. Adams indicated that, if a good quality contractor is hired, there should be no problems. Mr. Adams noted that he has seen paver ribbons and curbing cut out and replaced without damaging the asphalt.

Mr. Adams asked about Azzarelli’s availability and the estimated time to complete the road resurfacing. Mr. Jones indicated that Azzarelli could start in two weeks and would complete the entire road resurfacing within one week.

Discussion ensued regarding drainage issues created by the lift of asphalt. Mr. Lane noted that the estimate included adding structural material to create positive drainage. Mr. Lane suggested spray painting, after the next heavy rain, to highlight areas where water pools. Mr. Adams pointed out a footnote in the estimate stating that the contractor does not guarantee complete drainage on overlay projects; however, every effort to correct existing problems will be made, which the Board found to be adequate.

The Board requested that this project commence after Halloween but before Thanksgiving.

On MOTION by Mr. Lane and seconded by Mr. Jones, with all in favor, entering into a contract with Azzarelli Paving and Site Development for roadway resurfacing, in the amount of \$86,207.40, was approved.

FOURTH ORDER OF BUSINESS

**Notice of Landowners’ Meeting:
November 20, 2014 (Seats 2, 3, 5)**

Mr. Adams indicated that Seats 2, 3 and 5, currently held by Mr. Lane, Mr. Aschenbrenner and Mr. Jones, respectively, will be up for election, by the landowners, on

November 20, 2014 at 9:30 a.m., at this location. Mr. Adams briefly reviewed the following items:

- A. Election Instructions**
- B. Official Ballot**
- C. Landowners' Proxy**

Mr. Adams offered to provide the Supervisors with a list of residents and their addresses. He noted that the results of the landowners' meeting will be certified in January and the new Supervisors will be sworn in.

FIFTH ORDER OF BUSINESS

Approval of July 17, 2014 Public Hearing and Regular Meeting Minutes

Mr. Adams presented the July 17, 2014 Public Hearing and Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Jones and seconded by Mr. Aschenbrenner, with all in favor, the July 17, 2014 Public Hearing and Regular Meeting Minutes, as presented, were approved.

SIXTH ORDER OF BUSINESS

Other Business

Mr. Lane reported that some Oak trees need trimming and there are dead Palm trees at the front entrance; he asked whether there was money in the budget. Mr. Adams confirmed that funds are available to address this matter.

Mr. Jones indicated that complaints were received about the condition of the front wall. Mr. Adams pointed out that the District has "Capital outlay" funds for these types of expenditures.

Mr. Lane will obtain quotes for the trees and Mr. Jones will obtain quotes for cleaning the front wall. Ms. Cutts indicated that the homeowners' association (HOA) could contribute towards these items.

Ms. Cutts reported that a portion of the wall, adjacent to Mr. Rob Bergman's property, was leaning. She spoke with Bayside about cutting down some of the dead palm trees.

Mr. Aschenbrenner reported that the pole at the lift station was not painted after it was patched and asked whether the District was required to obtain approval from the HOA Board, to paint the pole. Mr. Adams replied that the District was not subject to the CC&Rs, as a governmental entity; however, he recommended working with the HOA.

Mr. Lane reported that new sod and crushed shells were installed on the trail for the beach area.

Ms. Cutts advised that the HOA's fall newsletter will address the road resurfacing.

Ms. Cutts asked whether the street signs would be addressed at the same time as the road resurfacing. Mr. Adams indicated that the signs would be addressed at the January meeting; he will contact Supervisor Croskey to obtain samples and pricing.

Mr. Jones reported that A1 expressed concern about the condition of the joints and bolts holding both gates and recommended replacement. Mr. Adams confirmed that there are funds available in the budget for front gate repairs.

Mr. Lane mentioned an open gate. Mr. Jones surmised that someone pushed the gate open. Mr. Lane noted that the maglocks on the exit gate did not match. Mr. Jones confirmed that it was repaired and suspected that the range on the gate may have been off, as he usually has to reset the gate. Mr. Jones recalled discussion about locking the gate and releasing an emergency level to push the gate open in an emergency. Mr. Jones pointed out that both gates had UPS, which can be pressed in the event of a power outage.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

There being no report, the next item followed.

C. Manager

i. Approval of Unaudited Financial Statements as of August 31, 2014

Mr. Adams presented the Unaudited Financial Statements as of August 31, 2014. He reported that assessment levy collections were at 100%. Expenditures, through the end of August, were at 98%, primarily due to legal expenses related to the sale of boat slip #6.

Mr. Jones asked about the outcome of the sale of boat slip #6. Mr. Adams reported that the owner took the original offer of \$7,300, at the beginning of September.

Mr. Adams referred to “Parks and recreation”, which was under budget. He noted that “Access control” was on budget and “Landscape maintenance” will increase in September, with the accrual of invoices for plant replacements.

Mr. Adams indicated that “Capital outlay” was well under budget as they budgeted \$75,000 and only spent \$8,287 year-to-date, which was primarily related to upgrades and renovation of the lift station earlier in the Fiscal Year.

Mr. Adams reported that the “Fund balance” was \$106,318, on a budget of \$64,589; the reason for the high amount was the unexpended funds under “Capital outlay”. He noted that, going into Fiscal Year 2015, \$130,000 will be available in “Capital outlay”.

Referring to “Debt Service”, on Page 4, Mr. Adams noted that this was the final year of the bond and all principal and interest payments were made. The remaining balance of \$1,265 will be transferred into the “General fund”.

Regarding the “Proprietary fund”, revenues were \$4,000 above budget and will be at \$10,000 to \$12,000 at the end of Fiscal Year 2014. He noted that expenditures were at 80% and should be 86% at year-end; the fund had a very healthy “Fund balance”. Mr. Adams indicated that, in Fiscal Year 2015, there may be reductions in some of the expense items; primarily repairs and maintenance, which was well under budget.

ii. NEXT MEETINGS:

- **Landowners’ Meeting: November 20, 2014 at 9:30 A.M.** *(Board is not required to attend meeting of the landowners)*
- **Regular Meeting: January 15, 2015 at 9:30 A.M.**

Mr. Adams reported that the landowners’ meeting will be held on November 20, 2014 and the next regular meeting will be held on January 15, 2014 at 9:30 a.m.

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests

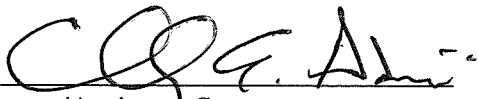
There being no Supervisors’ requests, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

On MOTION by Mr. Jones and seconded by Mr. Lane, with all in favor, the meeting adjourned at 10:13 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair