

**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, January 12, 2017 at 9:00 a.m.**, at the **Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677.**

Present and constituting a quorum were:

Rob Bergman	Chair
Joe Aschenbrenner	Vice Chair
Stacy Turner	Assistant Secretary
Gary Miller	Assistant Secretary
Win Williamson	Assistant Secretary

Also present:

Chuck Adams	District Manager
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:17 a.m., and noted, for the record, that all Supervisors and Supervisor-Elects were present, in person.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Mr. Rob Bergman [Seat 1], Mr. Gary Miller [Seat 4] and Mr. Win Williamson [Seat5] (*The following to be provided in separate package*)

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Bergman, Mr. Miller and Mr. Williamson. Mr. Adams provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - i. Form 1: Statement of Financial Interests**
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - iii. Form 1F: Final Statement of Financial Interests**
- D. Form 8B, Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-1,
Canvassing and Certifying the Results of
the Landowners' Election**

Mr. Adams presented Resolution 2017-1 for the Board's consideration. At the Landowner Election, Mr. Bergman and Mr. Miller each received 16 votes and would serve four-year terms in Seats 1 and 4, respectively, and Mr. Williamson received 15 votes and would serve a two-year term in Seat 5.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Bergman, with all in favor, Resolution 2017-1 Canvassing and Certifying the Results of the Landowners' Election, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-2,
Electing Officers of the District**

Mr. Adams presented Resolution 2017-2 for the Board's consideration. Following an election or appointment, the Board must reconsider its slate of officers. Mr. Miller nominated the following slate of officers:

Chair	Rob Bergman
Vice Chair	Joe Aschenbrenner
Secretary	Chuck Adams
Treasurer	Craig Wrathell
Assistant Secretary	Stacy Turner
Assistant Secretary	Gary Miller
Assistant Secretary	Win Williamson
Assistant Secretary	Craig Wrathell

On MOTION by Mr. Miller and seconded by Mr. Turner, with all in favor, Resolution 2017-2, Electing Officers of the District, as nominated, was adopted.

SIXTH ORDER OF BUSINESS

Discussion: Community Mailbox Program Proposed by POA

Mr. Adams recalled a previous meeting discussion about a proposed Community Mailbox Program. After researching the program, Mr. Adams discovered that governmental entities could not engage in such programs. If the CDD participated, the mailboxes must be owned by the CDD and would become a public asset. Mr. Bergman stated that the proposal was well-received, at a recent HOA meeting; however, the HOA asked if the CDD would cover all or part of the cost. The Board rejected the proposal. Mr. Adams would inform the HOA.

SEVENTH ORDER OF BUSINESS

Update: Brick Paver Project

Mr. Bergman spoke to the contractor and was told that the project was slightly delayed; however, it would commence soon. In response to Mr. Adams' question regarding the time frame, Mr. Bergman stated that the project would last approximately four weeks.

EIGHTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of November 30, 2016

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2016. Assessment revenue collections were at 22% and expenditures were at 36%. In response to a

question, Mr. Adams stated that the CDD was debt-free, with a solid fund balance, and could continue reducing assessments.

On MOTION by Mr. Jones and seconded by Mr. Turner, with all in favor, the Unaudited Financial Statements as of November 30, 2016, were approved.

NINTH ORDER OF BUSINESS

Approval of Minutes

A. July 14, 2016 Public Hearing and Regular Meeting

Mr. Adams presented the July 14, 2016 Public Hearing and Regular Meeting Minutes for the Board's consideration.

On MOTION by Mr. Bergman and seconded by Mr. Miller, with all in favor, the July 14, 2016 Public Hearing and Regular Meeting Minutes, as presented, were approved.

B. November 10, 2016 Landowners' Meeting

Mr. Adams presented the November 10, 2016 Landowners' Meeting Minutes for the Board's consideration.

On MOTION by Mr. Miller and seconded by Mr. Aschenbrenner, with all in favor, the November 10, 2016 Landowners' Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

There being no report, the next item followed.

C. District Manager

- **NEXT MEETING DATE: April 13, 2017 at 10:00 A.M.**

Mr. Adams stated that the next meeting will be held April 13, 2017 at 9:00 a.m., rather than 10:00 a.m., at this location. To avoid quorum issues, he asked to be informed of any conflicts, as soon as possible. The following items would be on the April agenda:

- i. Fiscal Year 2018 Proposed Budget Approval**
 - ii. Public Hearing to Hear Public Comment and Objections on the Adoption of Amendment #4 to Chapter I of the Rules of Procedure Relating to the Rates, Fees and Charges for Utility Services Pursuant to Sections 120.54, 190.012 and 190.035, Florida Statutes**
 - iii. 2016 Audit**
- **Other Business**
 - ***This item was an addition to the agenda.******

Mr. Aschenbrenner stated that Frontier Communications (Frontier) repaired the phone lines at the gate. He suggested upgrading the camera systems to protect residential assets, as another vehicle was stolen. In response to Mr. Aschenbrenner's question, Mr. Adams stated that the CDD had \$3,000 to \$5,000 available to purchase High Definition cameras, with improved technology, and with an appliance in the box with a cloud service. Discussion ensued regarding replacing the DSL and the impact on the power lines, fuse boxes and lift station.

In response to a question regarding the beach area; Mr. Adams stated that Baycut Inc., (Baycut) was contracted to maintain the beach area. It was suggested that the CDD repair the benches, picnic tables and stairwell, in that area; estimates would be secured. The HOA planned to renovate the area by adding a dock, removing the stairs and constructing a sand ramp. Mr. Adams stated that, if hazardous, the stairs should be repaired immediately, to avoid a liability, and suggested employing Baycut to rebuild the stairs. If the HOA determined which projects to execute, the CDD could couple that with the bulkhead repairs, in time to incorporate the projects into the Fiscal Year 2018 budget. Discussion ensued regarding the marina, acquiring estimates for the beach area upgrades, community cleanup and the bulkhead. Mr. Adams stated that three boat slips were for sale and the CDD would entertain bids through a surplus bidding process. The lease ran out on Slip One and Mr. Adams would send a letter requesting that the boat be removed.

Mr. Miller asked if the CDD could take ownership of the dock at the Boat Club. Mr. Adams stated that the overhead costs would be too great. In response to question regarding who

was responsible for which projects, Mr. Adams polled the Board Members. Mr. Aschenbrenner would be in charge of the gates, Mr. Bergman would be in charge of the landscaping and coordinate with Baycut, Mr. Williamson would be in charge of the roads, Mr. Miller would be in charge of the marina and Mr. Turner would be in charge of the parks and serve as a liaison with the HOA. In response to a question regarding the status of the boat lift, Mr. Adams stated that the mechanical and electrical repairs were completed; future structural work would be required, which should be addressed at the same time as the groundings and the bulkhead, along the canal.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

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

TWELFTH ORDER OF BUSINESS

Adjournment

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

<p>On MOTION by Mr. Turner and seconded by Mr. Aschenbrenner, with all in favor, the meeting adjourned at 10:05 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair