

PALM BAY

COMMUNITY DEVELOPMENT DISTRICT

January 16, 2020

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

Palm Bay Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431
Phone (561) 571-0010 • Fax (561) 571-0013 • Toll-Free (877) 276-0889

January 9, 2020

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Palm Bay Community Development District

Dear Board Members:

The Board of Supervisors of the Palm Bay Community Development District will hold a Regular Meeting on January 16, 2020 at 9:00 a.m., at the Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677. The agenda is as follows:

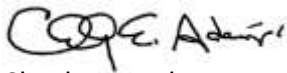
1. Call to Order/Roll Call
2. Public Comments: Agenda Items
3. Discussion: CDD Assumption of Boat Club Responsibilities
4. Update: Marina Seawall Project and Beach Park Enhancements
5. Acceptance of Unaudited Financial Statements as of November 30, 2019
6. Approval of October 17, 2019 Regular Meeting Minutes
7. Staff Reports
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *Landmark Engineering & Surveying Corp.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: April 9, 2020 at 9:00 A.M.
 - QUORUM CHECK

Rob Bergman	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Spiros Margetis	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Joe Aschenbrenner	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Anthony Richards	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Win Williamson	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE

8. Public Comments: Non-Agenda Items
9. Supervisors' Requests
10. Adjournment

Should you have any questions, please do not hesitate to contact me directly at 239-464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL IN NUMBER: 1-888-354-0094

CONFERENCE ID: 8593810

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

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**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2019**

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2019**

	<u>Major Funds</u>	<u>Total Governmental Funds</u>
ASSETS	<u>General</u>	<u>Funds</u>
Cash	\$ 92,210	\$ 92,210
Investments	491	491
Accounts receivable	250	250
Teco deposit	430	430
Total assets	<u>\$ 93,381</u>	<u>\$ 93,381</u>
 LIABILITIES AND FUND BALANCES		
Liabilities:		
Lease deposit refundable	\$ 2,700	\$ 2,700
Due to other funds		
Enterprise	1,544	1,544
Total liabilities	<u>4,244</u>	<u>4,244</u>
 Fund Balances:		
Unassigned	<u>89,137</u>	<u>89,137</u>
Total fund balances	<u>89,137</u>	<u>89,137</u>
Total liabilities and fund balance	<u>\$ 93,381</u>	<u>\$ 93,381</u>

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2019**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessments	\$ 9,831	\$ 9,831	\$ 151,057	7%
Interest & miscellaneous	4	9	250	4%
Total revenues	<u>9,835</u>	<u>9,840</u>	<u>151,307</u>	7%
EXPENDITURES				
Professional				
Supervisors	-	-	5,383	0%
Management	1,545	3,089	18,536	17%
Audit	-	-	7,200	0%
Legal	-	-	500	0%
Postage	104	104	425	24%
Meeting room	160	160	1,000	16%
Insurance	-	6,566	6,500	101%
Printing and binding	42	83	500	17%
Legal advertising	-	-	1,500	0%
Other current charges	54	54	800	7%
Annual district filing fee	-	175	175	100%
Wesbite	-	705	650	108%
Tax bills	946	946	1,500	63%
Total professional	<u>2,851</u>	<u>11,882</u>	<u>44,669</u>	27%
Parks & recreation				
Boat lift repair and maintenance	-	-	5,000	0%
Lake maintenance	205	205	2,500	8%
Capital outlay - dock	-	-	35,000	0%
Total parks & recreation	<u>205</u>	<u>205</u>	<u>42,500</u>	0%
Access control				
Telephone - gate	276	463	3,000	15%
Insurance - property & causality	-	2,459	2,500	98%
Repairs & maintenance - gate	2,465	4,568	10,000	46%
Landscape maintenance	1,285	1,285	15,000	9%
Contingency	-	-	750	0%
Capital outlay	-	-	10,000	0%
Total access control	<u>4,026</u>	<u>8,775</u>	<u>41,250</u>	21%
Roadway/signage/street lighting				
Electric utility service	1,375	1,375	13,000	11%
Repairs and maintenance	3,674	3,674	3,000	122%
Total roadway/signage/street lighting	<u>5,049</u>	<u>5,049</u>	<u>16,000</u>	32%

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Other fees & charges				
Property appraiser	-	-	2,360	0%
Tax collector	197	197	3,147	6%
Total other fees & charges	<u>197</u>	<u>197</u>	<u>5,507</u>	4%
Total expenditures	<u>12,328</u>	<u>26,108</u>	<u>149,926</u>	17%
Excess/(deficiency) of revenues over/(under) expenditures	(2,493)	(16,268)	1,381	
Fund balances - beginning	91,630	105,405	80,753	
Fund balances - ending	<u>\$ 89,137</u>	<u>\$ 89,137</u>	<u>\$ 82,134</u>	

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
PROPRIETARY FUND
STATEMENT OF NET POSITION
NOVEMBER 30, 2019**

ASSETS	<u>Balance</u>
Current assets:	
Cash - SunTrust	\$ 125,526
Accounts receivable - (net of allowances for uncollectible)*	19,729
Due from governmental funds	<u>1,544</u>
Total current assets	<u>146,799</u>
Noncurrent assets:	
Utility plant and improvements	171,505
Less accumulated depreciation	<u>(171,505)</u>
Total capital assets, net of accumulated depreciation	<u>-</u>
Total noncurrent assets	<u>-</u>
Total assets	<u>146,799</u>
LIABILITIES	
Current liabilities:	
Customer deposits payable	<u>8,575</u>
Total liabilities	<u>8,575</u>
NET POSITION	
Unrestricted	<u>138,224</u>
Total net position	<u>\$ 138,224</u>

*The District is currently waiting on the water & sewer vendor to confirm A/R, customer deposits and amounts collected but not yet remitted to the District.

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
FOR THE PERIOD ENDED NOVEMBER 30, 2019**

	Current Month	Year to Date	Budget	% of Budget
OPERATING REVENUES				
Assessment levy	\$ 1,444	\$ 1,444	\$ 22,200	7%
Charges for sales and services:				
Water & sewer*	8,729	18,282	110,000	17%
Interest	4	9	10	90%
Total operating revenues	<u>10,177</u>	<u>19,735</u>	<u>132,210</u>	15%
OPERATING EXPENSES				
Water & sewer - county	9,642	9,642	95,767	10%
Maintenance costs	3,364	6,206	20,000	31%
Other current charges	165	328	2,200	15%
Total operating expenses	<u>13,171</u>	<u>16,176</u>	<u>117,967</u>	14%
Operating income	<u>(2,994)</u>	<u>3,559</u>	<u>14,243</u>	25%
NONOPERATING REVENUES/(EXPENSES)				
Property appraiser	-	-	(333)	0%
Tax collector	(29)	(29)	(444)	7%
Total nonoperating revenues/(expenses)	<u>(29)</u>	<u>(29)</u>	<u>(777)</u>	4%
Change in net position	(3,023)	3,530	13,466	
Total net position - beginning	141,247	134,694	156,545	
Total net position - ending	<u>\$ 138,224</u>	<u>\$ 138,224</u>	<u>\$ 170,011</u>	

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

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**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

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PALM BAY COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2019/2020 MEETING SCHEDULE

LOCATION

Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 10, 2019 CANCELED	Regular Meeting	9:00 AM
October 17, 2019	Regular Meeting	9:00 AM
January 9, 2020 CANCELED	Regular Meeting	9:00 AM
January 16, 2020	Regular Meeting	9:00 AM
April 9, 2020	Regular Meeting	9:00 AM
July 9, 2020	Public Hearing & Regular Meeting	9:00 AM