

PALM BAY

COMMUNITY DEVELOPMENT DISTRICT

November 14, 2024

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

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

November 7, 2024

Board of Supervisors
Palm Bay Community Development District

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

The Board of Supervisors of the Palm Bay Community Development District will hold a Regular Meeting on November 14, 2024, immediately following with Landowners' Meeting, scheduled to commence 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. Administration of Oath of Office to Newly Elected Supervisor [SEAT 1, 3 & 4] *(the following to be provided in a separate package)*
 - A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1
 - B. Membership, Obligations and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date
6. Consideration of Resolution 2025-03, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; and Providing for An Effective Date

- 7. Acceptance of Unaudited Financial Statements as of September 30, 2024
- 8. Approval of July 11, 2024 Public Hearing and Regular Meeting Minutes
- 9. 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: January 9, 2025 at 9:00 AM

- QUORUM CHECK

SEAT 1		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	SPEROS MARGETIS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	WIN WILLIAMSON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 10. Public Comments: Non-Agenda Items
- 11. Supervisors' Requests
- 12. 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
PARTICIPANT PASSCODE: 229 774 8903

PALM BAY
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BAY COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS’ ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Palm Bay Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners’ meeting is required to be held within 90 days of the District’s creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners’ meeting was held on November 14, 2024, and the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

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

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

	Seat 1	_____ Votes
	Seat 3	_____ Votes
	Seat 4	_____ Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the Supervisor, the above-named persons are declared to have been elected for the following term of office:

	Seat 1	__-Year Term
	Seat 3	__-Year Term
	Seat 4	__-Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 14th DAY OF NOVEMBER, 2024.

Attest:

**PALM BAY COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

PALM BAY
COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BAY COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Palm Bay Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

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

SECTION 1. The following is/are elected as Officer(s) of the District effective November 14, 2024:

_____ is elected Chair

_____ is elected Vice Chair

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of November 14, 2024:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Chesley (Chuck) E. Adams, Jr. is Secretary

Craig Wrathell is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 14TH DAY OF NOVEMBER, 2024.

ATTEST:

**PALM BAY COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

PALM BAY
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BAY COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE AMENDMENT OF THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on July 28, 2023, the Board of Supervisors (“Board”) of the Palm Bay Community Development District (“District”), adopted a Budget for Fiscal Year 2023/2024; and

WHEREAS, the Board desires to amend the previously adopted budget for Fiscal Year 2023/2024.

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

Section 1. The Fiscal Year 2023/2024 Budget is hereby amended in accordance with Exhibit “A” attached hereto; and

Section 2. This resolution shall become effective immediately upon its adoption, and be reflected in the monthly and Fiscal Year End September 30, 2024 Financial Statements and Audit Report of the District.

PASSED AND ADOPTED this 14th day of November, 2024.

ATTEST:

**PALM BAY COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
AMENDED BUDGET
FISCAL YEAR 2024**

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND AMENDED BUDGET
FISCAL YEAR 2024**

	Actual Through 9/30/2024	Adopted Budget FY 2024	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
REVENUES					
Assessment	\$ 185,958	\$ 184,556	\$ (1,402)	\$ 1,402	\$ 185,958
Interest & miscellaneous	40	250	210	(210)	40
Total revenues	<u>185,998</u>	<u>184,806</u>	<u>(1,192)</u>	<u>1,192</u>	<u>185,998</u>
EXPENDITURES					
Professional & administrative fees					
Supervisors	2,584	5,383	2,799	(2,799)	2,584
Management	18,536	18,536	-	-	18,536
Audit	7,200	7,200	-	-	7,200
Legal	1,711	2,000	289	(289)	1,711
Postage	567	425	(142)	142	567
Meeting room	942	1,000	58	(58)	942
Insurance	7,938	8,000	62	(62)	7,938
Printing and binding	548	548	-	-	548
Legal advertising	1,970	2,000	30	(30)	1,970
Other current charges	1,011	800	(211)	25,211	26,011
Annual district filing fee	175	175	-	-	175
Website	705	705	-	-	705
ADA website compliance	-	205	205	(205)	-
Tax bills	-	675	675	(675)	-
Total professional & administrative fees	<u>43,887</u>	<u>47,652</u>	<u>3,765</u>	<u>21,235</u>	<u>68,887</u>
Parks and recreation services					
Boat lift repair and maintenance	15,844	6,000	(9,844)	9,844	15,844
Lake maintenance	3,427	2,500	(927)	927	3,427
2022 Note repayment	44,483	44,575	92	(92)	44,483
Total parks and recreation	<u>63,754</u>	<u>53,075</u>	<u>(10,679)</u>	<u>10,679</u>	<u>63,754</u>
Access Control/Entry					
Telephone - gate	3,601	3,000	(601)	601	3,601
Insurance - property and casualty	4,406	3,600	(806)	806	4,406
Repair and maintenance - gate	39,904	28,000	(11,904)	11,904	39,904
Landscape maintenance	17,267	16,000	(1,267)	1,267	17,267
Capital outlay	-	3,000	3,000	(3,000)	-
Contingency	138	750	612	(612)	138
Total access control	<u>65,316</u>	<u>54,350</u>	<u>(10,966)</u>	<u>10,966</u>	<u>65,316</u>

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND AMENDED BUDGET
FISCAL YEAR 2024**

	Actual Through 9/30/2024	Adopted Budget FY 2024	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
Roadway/signage/street lighting					
Electric utility service	22,881	14,000	(8,881)	8,881	22,881
Repairs and maintenance	2,205	3,000	795	(795)	2,205
Total roadway/signage/street lighting	<u>25,086</u>	<u>17,000</u>	<u>(8,086)</u>	<u>8,086</u>	<u>25,086</u>
Other fees & charges					
Property appraiser & tax collector	2,223	6,729	4,506	(4,506)	2,223
Total other fees & charges	<u>2,223</u>	<u>6,729</u>	<u>4,506</u>	<u>(4,506)</u>	<u>2,223</u>
Total expenditures and other charges	<u>200,266</u>	<u>178,806</u>	<u>(21,460)</u>	<u>46,460</u>	<u>225,266</u>
Excess/(deficiency) of revenues over/(under) expenditures	(14,268)	6,000	20,268	(45,268)	(39,268)
Fund balance - beginning	83,874	102,954	19,080	(19,080)	83,874
Fund balance - ending	<u>\$ 69,606</u>	<u>\$ 108,954</u>	<u>\$ 39,348</u>	<u>\$ (64,348)</u>	<u>\$ 44,606</u>

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2024**

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2024**

	Major Funds	Total Governmental
	General	Funds
ASSETS		
Cash	\$ 28,822	\$ 28,822
Investments	555	555
Accounts receivable	250	250
Due from enterprise fund	42,101	42,101
Teco deposit	430	430
Assessments receivable	1,491	1,491
Total assets	\$ 73,649	\$ 73,649
 LIABILITIES AND FUND BALANCES		
Liabilities:		
Lease deposit refundable	\$ 2,700	\$ 2,700
Total liabilities	2,700	2,700
 Fund Balances:		
Unassigned	70,949	70,949
Total fund balances	70,949	70,949
Total liabilities and fund balance	\$ 73,649	\$ 73,649

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessments	\$ -	\$ 185,958	\$ 184,556	101%
Interest & miscellaneous	3	40	250	16%
Total revenues	<u>3</u>	<u>185,998</u>	<u>184,806</u>	101%
EXPENDITURES				
Professional				
Supervisors	-	2,583	5,383	48%
Management	1,545	18,536	18,536	100%
Audit	-	7,200	7,200	100%
Legal	130	1,711	2,000	86%
Postage	-	567	425	133%
Meeting room	-	942	1,000	94%
Insurance	-	7,938	8,000	99%
Printing and binding	46	548	548	100%
Legal advertising	-	1,970	2,000	99%
Other current charges	193	1,013	800	127%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	-	205	0%
Tax bills	-	-	675	0%
Total professional	<u>1,914</u>	<u>43,888</u>	<u>47,652</u>	92%
Parks & recreation				
Boat lift repair and maintenance	2,609	15,844	6,000	264%
Lake maintenance	1,014	3,427	2,500	137%
2022 Note repayment	-	44,483	44,575	100%
Total parks & recreation	<u>3,623</u>	<u>63,754</u>	<u>53,075</u>	120%
Access control				
Telephone - gate	418	3,601	3,000	120%
Insurance - property & causality	-	4,406	3,600	122%
Repairs & maintenance - gate	2,908	39,904	28,000	143%
Landscape maintenance	1,404	17,267	16,000	108%
Contingency	-	138	750	18%
Capital outlay	-	-	3,000	0%
Total access control	<u>4,730</u>	<u>65,316</u>	<u>54,350</u>	120%
Roadway/signage/street lighting				
Electric utility service	3,784	22,881	14,000	163%
Repairs and maintenance	368	2,205	3,000	74%
Total roadway/signage/street lighting	<u>4,152</u>	<u>25,086</u>	<u>17,000</u>	148%

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Other fees & charges				
Property appraiser & tax collector	(1,491)	2,223	6,729	33%
Total other fees & charges	<u>(1,491)</u>	<u>2,223</u>	<u>6,729</u>	33%
Total expenditures	<u>12,928</u>	<u>200,267</u>	<u>178,806</u>	112%
 Excess/(deficiency) of revenues over/(under) expenditures	 (12,925)	 (14,269)	 6,000	
 Fund balances - beginning	 83,874	 85,218	 102,954	
Fund balances - ending	<u>\$ 70,949</u>	<u>\$ 70,949</u>	<u>\$ 108,954</u>	

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
PROPRIETARY FUND
STATEMENT OF NET POSITION
SEPTEMBER 30, 2024**

ASSETS	<u>Balance</u>
Current assets:	
Cash - SunTrust	\$ 15,654
Accounts receivable - (net of allowances for uncollectible)	3,501
Assessments receivable	187
Total current assets	<u>19,342</u>
Noncurrent assets:	
Utility plant and improvements	171,770
Less accumulated depreciation	<u>(171,770)</u>
Total capital assets, net of accumulated depreciation	<u>-</u>
Total noncurrent assets	<u>-</u>
Total assets	<u>19,342</u>
 LIABILITIES	
Current liabilities:	
Accounts payable	3,404
Due to governmental funds	42,101
Customer deposits payable	7,380
Total liabilities	<u>52,885</u>
 NET POSITION	
Unrestricted	<u>(33,543)</u>
Total net position	<u>\$ (33,543)</u>

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT
PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
OPERATING REVENUES				
Assessment levy	\$ -	\$ 23,383	\$ 23,200	101%
Charges for sales and services:				
Water & sewer	10,825	124,018	110,000	113%
Interest	-	3	10	30%
Total operating revenues	<u>10,825</u>	<u>147,404</u>	<u>133,210</u>	111%
OPERATING EXPENSES				
Water & sewer - county	\$ 19,582	\$ 132,110	95,767	138%
Contractual maintenance costs	10,211	43,806	21,000	209%
Other current charges	100	1,751	2,200	80%
Total operating expenses	<u>29,893</u>	<u>177,667</u>	<u>118,967</u>	149%
Operating income	<u>(19,068)</u>	<u>(30,263)</u>	<u>14,243</u>	-212%
NONOPERATING REVENUES/(EXPENSES)				
Property appraiser	-	-	(348)	0%
Tax collector	187	(279)	(464)	60%
Total nonoperating revenues/(expenses)	<u>187</u>	<u>(279)</u>	<u>(812)</u>	34%
Change in net position	(18,881)	(30,542)	13,431	
Total net position - beginning	<u>(14,662)</u>	<u>(3,001)</u>	<u>68,339</u>	
Total net position - ending	<u>\$ (33,543)</u>	<u>\$ (33,543)</u>	<u>\$ 81,770</u>	

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

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

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The Board of Supervisors of the Palm Bay Community Development District held a Public Hearing and Regular Meeting on July 11, 2024 at 9:00 a.m., at the Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677.

Present were:

Rob Bergman	Chair
Jay Timberlake	Assistant Secretary
Win Williamson	Assistant Secretary

Also present:

Chuck Adams	District Manager
Ben Sheets (via telephone)	Grau & Associates

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:06 a.m.

Supervisors Bergman, Timberlake and Williamson were present. Supervisors Margetis and Aschenbrenner were not present.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2023,
Prepared by Grau & Associates**

Mr. Steets presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

38 Regarding the Enterprise Fund, Mr. Adams recalled the decision to keep assessments flat
 39 but to increase the water and sewer rate structures to avoid future deficits, as it is barely breaking
 40 even. He anticipates presenting another rate increase at the next meeting to keep pace with
 41 Hillsboro County and to slightly build up fund balance to avoid initiating annual rate increases.

42 Mr. Steets stated that he also observed CDD Utility Fund rate increases in the past year.

43

44 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06,
 Hereby Accepting the Audited Financial
 Report for Fiscal Year Ended September 30,
 2023**

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<p>49 On MOTION by Mr. Williamson and seconded by Mr. Bergman, with all in favor, 50 Resolution 2024-06, Hereby Accepting the Audited Financial Report for the Fiscal 51 Year Ended September 30, 2023, was adopted.</p>

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54 **FIFTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year
 2024/2025 Budget**

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57 **A. Proof/Affidavit of Publication**

58 **B. Consideration of Resolution 2024-07, Relating to the Annual Appropriations and**
 59 **Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending**
 60 **September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

61 Mr. Adams reviewed the additional budget line item changes he made to the proposed
 62 Fiscal Year 2025 budget and noted that it increases the General Fund assessments to \$1,935.07,
 63 which is only a slight increase and is within the maximum assessment level previously set.

64 Discussion ensued regarding potential changes to the Enterprise Fund, obtaining quotes
 65 for structural repairs to the boat cradle system instead of replacing it now, the repairs made to
 66 date, identifying parts of the boat cradle system to repair, which parts are in urgent need of repair
 67 and deemed a safety concern, difficulty finding contractors to make repairs versus replacement,
 68 determining when repairs are no longer reasonable compared to proceeding with full
 69 replacement.

70 Discussion ensued regarding the proposal behind Item 7A, which is based on the 2024
71 Annual Inspection; proceeding with structural repairs; researching when the CDD replaced the
72 gaskets and damaged guide wheel; and obtaining new proposals.

73 **Mr. Adams opened the Public Hearing.**

74 No affected property owners or members of the public spoke.

75 **Mr. Adams closed the Public Hearing.**

76

77 **On MOTION by Mr. Bergman and seconded by Mr. Timberlake, with all in favor,**
78 **Resolution 2024-07, Relating to the Annual Appropriations and Adopting the**
79 **Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September**
80 **30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was**
81 **adopted.**

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84 **SIXTH ORDER OF BUSINESS**

Consideration of Resolution 2024-08,
Making a Determination of Benefit and
Imposing Special Assessments for Fiscal
Year 2024/2025; Providing for the
Collection and Enforcement of Special
Assessments, Including but Not Limited to
Penalties and Interest Thereon; Certifying
an Assessment Roll; Providing for
Amendments to the Assessment Roll;
Providing a Severability Clause; and
Providing an Effective Date

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On MOTION by Mr. Williamson and seconded by Mr. Bergman, with all in favor,
Resolution 2024-08, Making a Determination of Benefit and Imposing Special
Assessments for Fiscal Year 2024/2025; Providing for the Collection and
Enforcement of Special Assessments; Certifying an Assessment Roll; Providing
for Amendments to the Assessment Roll; Providing a Severability Clause; and
Providing an Effective Date, was adopted.

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SEVENTH ORDER OF BUSINESS

Consideration of Boat Cradle System
Proposals

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This item was discussed during the Fifth Order of Business.

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A. Mazzella Companies Quote #DP104176 [2024 Annual Inspection Repairs to Boat Lift]

109 **B. MB Marine Construction Estimate #115 [Remove and Replace Current System]**

110 Mr. Bergman will obtain proposals from local steel fabricators while Mr. Adams obtains
111 proposals.

112 Discussion ensued regarding the proposed project scope and funding.

113

114 **On MOTION by Mr. Williamson and seconded by Mr. Bergman, with all in favor,**
115 **authorizing the District Manager to work with the Chair to commence with the**
116 **most cost-efficient repairs to keep the Boat Cradle System operating safely and,**
117 **in the event it is not cost efficient to proceed with repairs, authorizing Mr.**
118 **Adams to work on another funding source or an extension of the existing Note**
119 **and to proceed with replacing the system, was approved.**

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122 **EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of May 31, 2024**

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125 Mr. Adams presented the Unaudited Financial Statements as of May 31, 2024.

126 The financials were accepted.

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128 **NINTH ORDER OF BUSINESS**

**Approval of April 11, 2024 Regular Meeting
Minutes**

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131 **On MOTION by Mr. Bergman and seconded by Mr. Timberlake, with all in favor,**
132 **the April 11, 2024 Regular Meeting Minutes, as presented, were approved.**

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135 **TENTH ORDER OF BUSINESS**

Staff Reports

136

137 **A. District Counsel: Straley Robin Vericker**

138 **B. District Engineer: Landmark Engineering & Surveying Corp.**

139 There were no District Counsel or District Engineer reports.

140 **C. District Manager: Wrathell, Hunt and Associates, LLC**

141 • **187 Registered Voters in District as of April 15, 2024**

142 • **NEXT MEETING DATE: November 14, 2024 at 9:00 AM [Landowners' Meeting and**
143 **Regular Meeting]**

144 ○ **QUORUM CHECK**

145 Mr. Adams stated that Seats 1, 3 and 4, currently held by Supervisors Bergman,
146 Aschenbrenner and Timberlake, respectively, will be up for election at the November 14, 2024
147 Landowner’s meeting.

148

149 **ELEVENTH ORDER OF BUSINESS**

Public Comments: Non-Agenda Items

150

151 No members of the public spoke.

152

153 **TWELFTH ORDER OF BUSINESS**

Supervisors’ Requests

154

155 Mr. Bergman stated that the aerators at the marina are not working again and overgrown
156 weeds are getting caught in the boat propellers. Mr. Adams stated that he notified SOLitude and,
157 in the meantime, he suggests checking the aerator breaker box in case it was tripped. He will
158 advise SOLitude to treat the weeds.

159 Mr. Bergman asked that SOLitude submit a schedule and regular Treatment Reports.

160 Discussion ensued regarding the accounts payable cycle, vendor ability to submit invoices
161 directly to the CDD’s digital mail box, a blue hue emitted by the new lighting, street lighting
162 systems transitioning to LED lights and the status of posting new signage at the kayak ramp and
163 front gate.

164

165 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

166

167 **On MOTION by Mr. Williamson and seconded by Mr. Timberlake, with all in**
168 **favor, the meeting adjourned at 10:10 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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175
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177
178

Secretary/Assistant Secretary

Chair/Vice Chair

**PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

PALM BAY COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE

LOCATION

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

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 14, 2024	Landowners' Meeting and Regular Meeting	9:00 AM
January 9, 2025	Regular Meeting	9:00 AM
April 10, 2025	Regular Meeting	9:00 AM
July 10, 2025	Public Hearing & Regular Meeting	9:00 AM