

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

The Board of Supervisors of the Palm Bay Community Development District held a Regular Meeting on April 10, 2025 at 9:00 a.m., at the Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677.

Present:

Joe Aschenbrenner
Joseph (Jay) Timberlake
Win Williamson
Speros Margetis

Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Chuck Adams

District Manager (Phone)

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:08 a.m.

The Oath of Office was administered to Mr. Timberlake prior to the meeting commencing.

Supervisors Aschenbrenner, Timberlake, Margetis and Williamson were present.
Supervisor Bergman was absent.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisor, Joseph Timberlake [SEAT 4] (the following to be provided in a separate package)

This item was addressed during the First Order of Business.

Mr. Timberlake is familiar with the following:

- 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

FOURTH ORDER OF BUSINESS**Ratification of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Adams presented Resolution 2025-02. The slate of officers was as follows:

Robert Bergman	Chair
Joe Aschenbrenner	Vice Chair
Speros Margetis	Assistant Secretary
Win Williamson	Assistant Secretary
Joseph Timberlake	Assistant Secretary

The following prior appointments by the Board remain unaffected by the Resolution:

Chesley (Chuck) E. Adams Jr.	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Aschenbrenner and seconded by Mr. Williamson, with all in favor, Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS**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**

Mr. Adams presented Resolution 2025-03. This is necessary because expenses exceeded budget. This action will help avoid a finding in the audit.

In response to a question, Mr. Adams stated this covers the overages in the appropriation levels for "Parks and recreation" and "Access control and entry".

On MOTION by Mr. Aschenbrenner and seconded by Mr. Margetis, with all in favor, 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, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Approving a Proposed Operation and Maintenance Budget for Fiscal Year 2025/2026; Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting, and Publication Requirements; and Providing an Effective Date

Mr. Adams presented Resolution 2025-04. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

Mr. Adams responded to questions regarding obtaining a loan to facilitate boatlift repairs, if a claim was submitted for damages from the most recent hurricane season and levying an assessment increase.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Williamson, with all in favor, Resolution 2025-04, Approving a Proposed Operation and Maintenance Budget for Fiscal Year 2025/2026; Setting a Public Hearing Thereon Pursuant to Florida Law for July 10, 2025 at 9:00 a.m., at the Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677; Addressing Transmittal, Posting, and Publication Requirements; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Mr. Adams presented Resolution 2025-05.

On MOTION by Mr. Williamson and seconded by Mr. Timberlake, with all in favor, Resolution 2025-05, Designating Dates, Times and Locations for Regular

Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Mr. Adams presented Resolution 2025-06.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Margetis, with all in favor, Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2025

On MOTION by Mr. Williamson and seconded by Mr. Aschenbrenner, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

TENTH ORDER OF BUSINESS

Approval of Meeting Minutes

A. November 14, 2024 Landowners' Meeting

On MOTION by Mr. Timberlake and seconded by Mr. Williamson, with all in favor, the November 14, 2024 Landowners' Meeting Minutes, as presented, were approved.

B. November 14, 2024 Regular Meeting

On MOTION by Mr. Timberlake and seconded by Mr. Aschenbrenner, with all in favor, the November 14, 2024 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Straley Robin Vericker

B. District Engineer: Landmark Engineering & Surveying Corp.

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: July 10, 2025 at 9:00 AM [Adoption of FY2026 Budget Hearing]**
 - **QUORUM CHECK**

All Supervisors present confirmed their attendance at the July 10, 2025 meeting.

TWELFTH ORDER OF BUSINESS

Public Comments: Non-Agenda Items

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests

A Board Member recalled that the Board previously approved a not-to-exceed amount of \$7,500 for street repairs, which was subsequently paused due to the contractor's unresponsiveness and a lack of funds. He noted that there is a slight pothole near the front gate, a degraded front entrance area and two areas with paver issues, He asked about proceeding with a limited scope for street repairs.

Discussion ensued regarding unforeseen repairs that need to be addressed, prioritizing the pothole at the entry, possible funding sources, taking out a short-term bridge loan for \$3,000, recent incidents with motorists piggybacking at the entrance gate, putting security in place during the day, installing safety signage at the front gate, sign verbiage, the need for an assessment increase, the debt service and adjusting the appropriation levels in the proposed Fiscal Year 2026 budget.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Margetis, with all in favor, authorizing Staff to revise the General Fund assessment amount in the proposed Fiscal Year 2026 budget to a \$200 per unit, was approved.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Aschenbrenner and seconded by Mr. Margetis, with all in favor, the meeting adjourned at 10:25 a.m.

PALM BAY CDD

April 10, 2025


Secretary/Assistant Secretary


Chair/Vice Chair