

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

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

**Present:**

Rob Bergman	Chair
Joe Aschenbrenner	Vice Chair
Joseph (Jay) Timberlake	Assistant Secretary
Win Williamson	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Steve Ruth	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:07 a.m. Supervisors Aschenbrenner, Timberlake, Williamson and Bergman were present. Supervisor Margetis was absent.

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items**

Resident Steve Ruth asked about possible budgetary increases. Mr. Adams stated that inflation and the need to meet the storm deductible for unexpected uninsurable expenditures related to the previous year's storms contributed to the budgetary increase.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

Mr. Adams stated the revised budget posted on the CDD website includes the Mailed Notice that was sent to inform all property owners of the proposed assessment increase, which was omitted from the hard copy agendas distributed to the Board. The proposed assessment increase of 10.51%, year-over-year, is shown on Page 7 of the budget. The total assessment is

projected to increase from \$2,176.74 to \$2,405.42, equating to an increase of approximately \$235 per unit, year-over-year.

**B. Consideration of Resolution 2025-08, Adopting a Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; and Providing An Effective Date**

Mr. Adams 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. He stated the increase of approximately \$20,000 in the General Fund is primarily due to increases to the “Boat lift repair and maintenance” and “Lake maintenance” line items. “Contingency” increased approximately \$5,500.

A Board Member asked when assessments last increased. Mr. Adams stated it was five or six years ago. When the final 2022 note repayment is made, another \$40,000 can be repurposed. Another note may be considered to address future projects.

Discussion ensued regarding potential future projects, including roadway milling and paving, drainage, drainage inspections and the water distribution system.

It was noted that Mailed Notices were sent on October 1, 2025.

The Board and Staff discussed past projects, use of fund balance, planning for upcoming projects related to aging infrastructure and implementing a revolving line of credit to fund unforeseen expenditures.

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

No affected property owners or members of the public spoke.

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

Discussion ensued regarding outstanding insurance claims, adding to the claim, roadway repairs and maintenance beginning October 2025 and issues related to the asphalt strip at the front entrance. It was noted that residents are permitted to serve in a volunteer capacity.

**On MOTION by Mr. Aschenbrenner and seconded by Mr. Timberlake, with all in favor, Resolution 2025-08, Adopting a Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; and Providing An Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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**

Mr. Adams presented Resolution 2025-09. This is the Assessment Levying Resolution that takes into consideration the budget that was just adopted and the assessment levels contained therein, directs Staff to prepare a lien roll and transmit the lien roll to the Tax Collector for placement of the assessments on the property tax bill.

**On MOTION by Mr. Williamson and seconded by Mr. Bergman, with all in favor, Resolution 2025-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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, was adopted.**

**FIFTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of May 31, 2025**

Discussion ensued regarding receipt of delayed assessment revenues following tax certificate sales, which should be received in July; the \$24,000 “Due from Enterprise Fund”, which served as stopgap coverage to pay the County for water usage; and operational expenses.

The financials were accepted.

**SIXTH ORDER OF BUSINESS****Approval of April 10, 2025 Regular Meeting Minutes**

The following change was made:

Line 18: Insert “(via telephone)” after “Mr. Adams”

**On MOTION by Mr. Timberlake and seconded by Mr. Williamson, with all in favor, the April 10, 2025 Regular Meeting Minutes, as amended, were approved.**

**SEVENTH 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**

- **191 Registered Voters as of April 15, 2025**
- **NEXT MEETING DATE: October 9, 2025 at 9:00 AM**
  - **QUORUM CHECK**

The next meeting will be held on October 9, 2025, unless cancelled.

**EIGHTH ORDER OF BUSINESS****Public Comments: Non-Agenda Items**

Mr. Ruth expressed concern about the HOA becoming overly involved in ensuring homeowners' yards are maintained. He is concerned about the entrance and asked if a new landscaping company was engaged. A Board Member stated that Baycut was acquired and some employees remained.

Discussion ensued regarding weeds, mulch, obtaining additional quotes and the need to maintain the palm trees from the front gate to the intersection. A satellite image was displayed and discussed.

Mr. Ruth asked when the roads will be paved. The consensus was that paving will not occur before October 2027; the roads will be patched as needed.

Mr. Ruth asked about the streetlights outside the gate on the street side. A Board Member stated he spoke with Tampa Electric Company (TECO) about the streetlights after the hurricanes, and he was advised that he could put in a ticket, but TECO is aware and will repair the problems when possible.

Discussion ensued regarding hurricane damage, water damage and whether installation of a new line in the area might be the issue.

Mr. Ruth noted that the spotlights on the palm trees and shrubs are not working anymore and asked if they were installed internally. A Board Member stated that part of the issue is that the contractor began working without obtaining prior approval. It was noted that the work was performed on behalf of the HOA. Regarding engaging an electrician, Mr. Adams stated there is a power source at the lift station.

Mr. Ruth stated that he worked on the white vinyl gate around the electrical with Mr. Adams in the past. He offered to level the gate and repair the hinge that broke during the hurricane. The consensus was that he has permission to perform the repairs.

**Mr. Timberlake left the meeting at 9:46 a.m.**

Mr. Ruth expressed concern about his very high monthly water bill and asked if others have excessively high water bills. He noted that he has two separate meters on his bill. It was suggested that he check for a leak and check his irrigation clock.

Discussion ensued regarding the power issue, outlet locations, a step down transformer into the control panel, the need to power the pumps, and a working power receptacle that is currently turned off due to the lack of water in order to protect the motor.

A Board Member stated the CDD is responsible for infrastructure and utilities, and the HOA is responsible for the CDD's appearance and aesthetics.

**NINTH ORDER OF BUSINESS****Supervisors' Requests**

Discussion ensued regarding hurricane damage to the main power box at the marina, which was damaged due to the hurricane, and adding damages to the claim. The consensus was to obtain a quote and add it to the claim.

A Board Member proposed installation of an additional camera. The consensus was to proceed, given the greater need for monitoring during the summer.

Discussion ensued regarding mower repairs that need to be addressed, quotes to be obtained, unsightly kayaks and the need to obtain bids for pothole repair.

A Board Member asked if Spectrum is the primary Internet Service Provider (ISP) and if Frontier is the backup ISP for the front gate. Mr. Adams believes that is correct.

Discussion ensued regarding the need for configuration, service interruptions, speed throttling by Spectrum, gate malfunctions and a potential issue with the battery backup.

It was noted that a service call is scheduled and that all invoices are up to date.

Discussion ensued regarding a land use request for an unpermitted screened patio, a request for an accessway to a landlocked property and the need to engage a certified contractor to maintain the mangroves around the marina.

**TENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Aschenbrenner and seconded by Mr. Bergman, with all in favor, the meeting adjourned at 10:05 a.m.**

Cephas  
Secretary/Assistant Secretary

BSB  
Chair/Vice Chair