

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

The Board of Supervisors of the Palm Bay Community Development District held a Regular Meeting on January 8, 2026 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
Speros Margetis	Assistant Secretary

Also present:

Chuck Adams	District Manager
Ben Steets	Grau & Associates

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:09 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items

No members of the public spoke.

THIRD ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, Prepared by Grau & Associates

Mr. Steets presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit. Because the audit was delayed this year due to a delay receiving information from the water and sewer utility, he recommended the audit commence earlier next year.

The Board and Staff discussed the budget, the budget amendment, adjustments to assessment levels, use of fund balance, and the deficit in the Enterprise Fund.

A. Consideration of Resolution 2026-01, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Mr. Margetis and seconded by Mr. Williamson, with all in favor, Resolution 2026-01, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.

- **Discussion/Consideration: Deeming a Portion of Tract B, Folio #005755-5984 as Surplus and Selling it to Mr. Bergman**

This item was an addition to the agenda.

Mr. Bergman stated, in his capacity as a resident, not a Board Member, he would like to purchase a small tract of non-buildable CDD property that is adjacent to his lot. He believes allowing him to purchase it would alleviate the CDD of maintenance responsibility for that tract.

Mr. Adams stated that the parcel or any portion of it is an asset of the CDD and, as a governmental entity, certain things must occur in order to sell it, including determining that the asset is no longer of any value to the CDD and then advertising the sale of the parcel as surplus property. The CDD would then accept bids on the parcel. Regarding potential purchasers, Mr. Adams stated that anyone can purchase it through the surplus sale process; the purchaser does not have to be a CDD resident or current CDD property owner.

Mr. Adams stated that, as a sitting Board Member, Mr. Bergman will abstain from voting on this matter and file form 8B identifying his conflict.

Mr. Adams stated Mr. Bergman has offered \$15,000 for the portion of the parcel he wishes to acquire, in addition to paying all costs associated with the transaction. He noted that the CDD is under no obligation to accept any offer. The Board can consider bids from anyone and accept the bid that best serves the interests of the CDD. Once bids are received, if the Board were to select someone other than the highest bidder, the Board would need to make findings validating why selling to someone other than the highest bidder is in the best interests of the CDD.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Timberlake, with Mr. Aschenbrenner, Mr. Williamson, Mr. Margetis and Mr. Timberlake in favor and Mr. Bergman abstaining, authorizing Staff to work with Mr. Bergman to outline the parcel that he wants to purchase and commence the process of selling a portion of Tract B, Folio #005755-5984 of Hillsborough County Property Appraiser as surplus property and advertise accordingly, was approved. [Motion passed 4-0]

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-02, Designating a Date, Time and Location for Landowners’ Meeting and Election; Providing for Publication; Providing for Severability and an Effective Date [Seats 2, 4 & 5]

Mr. Adams presented Resolution 2026-02. Seats 2, 4 and 5, currently held by Mr. Margetis, Mr. Timberlake and Mr. Williamson, respectively, will be up for election at the Landowners’ Election.

On MOTION by Mr. Bergman and seconded by Mr. Williamson, with all in favor, Resolution 2026-02, Designating a Date, Time and Location of November 12, 2026 at 9:00 a.m., at the Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677, for a Landowners’ Meeting and Election; Providing for Publication; Providing for Severability and an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Discussion/Consideration/Ratification: Performance Measures/Standards & Annual Reporting Form

A. October 1, 2024 - September 30, 2025 [Posted]

On MOTION by Mr. Williamson and seconded by Mr. Margetis, with all in favor, the 2025 Goals and Objectives Reporting, was ratified.

B. October 1, 2025 - September 30, 2026

On MOTION by Mr. Bergman and seconded by Mr. Aschenbrenner, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; and Providing for an Effective Date

Mr. Adams presented Resolution 2026-03. This Resolution is necessary because total expenditures at the end of Fiscal Year 2025 exceeded the adopted budgeted appropriations. The difference is approximately \$20,000, and approximately \$25,000 is added to account for any

potential journal entry adjustments as the audit is completed. Unused funds will remain in Surplus Fund Balance. Adoption of this Resolution alleviates the potential of a finding in the annual audit.

On MOTION by Mr. Williamson and seconded by Mr. Timberlake, with all in favor, Resolution 2026-03, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2025

Discussion ensued regarding one-time annual expenses, receipt of assessment and water & sewer revenues, the \$52,000 to be repaid to the General Fund, the goal to build surplus fund balances, travel trollies and conduit pipe in need of repair, the goal to build a cushion in the Enterprise Fund, the need to consider scoping storm sewer pipes, planning for roadway repaving, and prioritizing projects.

Mr. Adams stated that the recent assessment increase should ensure that adequate funding exists to cover unanticipated repairs at the end of the fiscal year. Once the Enterprise Fund is solvent, it will be possible to transfer funds to the General Fund when shortfalls occur.

The financials were accepted.

EIGHTH ORDER OF BUSINESS

Approval of July 10, 2025 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Aschenbrenner and seconded by Mr. Timberlake, with all in favor, the July 10, 2025 Public Hearing and Regular Meeting Minutes, as presented, were approved.

NINTH 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: April 9, 2026 at 9:00 AM**
 - **QUORUM CHECK**

The next meeting will be held on April 9, 2026, unless cancelled.

TENTH ORDER OF BUSINESS

Public Comments: Non-Agenda Items

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

Discussion ensued regarding the need for Envera to address broken pet gates, necessary gate repairs at the marina, technology changes, hurricane damage to telecommunications and cellular equipment, and the need for additional access control equipment.

It was noted that proposals for work at the marina will be presented at the next meeting. Cellular bills are being paid. Mr. Adams stated the gate budget includes monitoring by Envera.

A Board Member discussed fully depreciated equipment in need of replacement and stated that some items were replaced without his authorization and billed to the CDD.

A Board Member expressed support for repairing the pet gates. It was noted that some streetlights remain out of service following service calls. Mr. Adams stated that streetlights are managed by TECO Energy, Inc., (TECO); residents can utilize the online self-reporting service and report outages by entering the ID number of the affected poles.

Discussion ensued regarding entrance gate malfunctions, use of funds budgeted for street repairs, a hole in front of the gate, paver damage by the center island, damage caused by washouts following hurricanes, and pothole repairs. The consensus was that proposals will be requested. Mr. Adams will schedule necessary work as long as it is within budget.

Discussion ensued regarding one of the prior CDD docks which is falling in. It was noted that the docks are an HOA issue.

Mr. Adams stated the docks were sold. The CDD owns the gangway, but the walking fingers were sold and transferred. Where one serves two slips, it is split down the middle. The CDD owns the main lead into the trolley. The CDD pays the water bill, as slips do not have individual meters.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Williamson and seconded by Mr. Margetis, with all in favor, the meeting adjourned at 10:17 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair