

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

The Board of Supervisors of the Palm Bay Community Development District held a Virtual Regular Meeting on October 8, 2020 at 9:00 a.m., via Zoom at <https://us02web.zoom.us/j/82371838205>, and at 1 929-205-6099, Meeting ID: 823 7183 8205, for both.

**Present were:**

Rob Bergman	Chair
Joe Aschenbrenner	Vice Chair
Win Williamson	Assistant Secretary
Anthony Richards	Assistant Secretary
Speros Margetis	Assistant Secretary

**Also present, were:**

Chuck Adams	District Manager
-------------	------------------

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:02 a.m. All Supervisors were present. In consideration of the COVID-19 pandemic, this meeting was being held virtually, via Zoom, and telephonically, as permitted under the Florida Governor's Executive Orders, allowing local governmental public meetings to occur by means of communications media technology, including virtually and telephonically.

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Discussion: Addition of Envera Cameras to Boat Dock/Lift and Marina**

Mr. Aschenbrenner stated work was complete and the Envera camera was operational. He displayed footage and discussed the software and apps required for viewing. Discussion ensued regarding storage of video footage, virtual guard services, costs, technology, potential for future expansion, sharing access to the system, monitoring, camera positioning and posting of a sign.

Mr. Bergman suggested posting the Marina's email address, [marina@palmbaycdd.net](mailto:marina@palmbaycdd.net), at the Marina to facilitate incident reporting and response.

#### **FOURTH ORDER OF BUSINESS**

#### **Discussion: Addition of Cameras to Beach/Kayak Launch**

Mr. Aschenbrenner stated he thought an additional camera at the kayak launch area was not necessary at this time. Discussion ensued regarding the progress of the additional seawall.

- **Update/Discussion: Baycut**

**This item was an addition to the agenda.**

Mr. Bergman stated there were some complaints about the level of service provided by Baycut, including grass being blown into the Marina and unsatisfactory palm tree maintenance. Management was apologetic and stated they would work to correct these issues. The contract allowed for cancellation with 30 days' notice.

- **Update/Discussion: Kayak Launch**

**This item was an addition to the agenda.**

Mr. Richards stated that he and Mr. Aschenbrenner installed the second kayak rack, which was already full. To better serve kayakers and to discourage long-term storage, Mr. Margetis suggested requiring users to register and pay a nominal fee for an assigned spot. Discussion ensued regarding annual leasing and program administration.

- **Update/Discussion: Streets**

**This item was an addition to the agenda.**

Mr. Williamson stated that Scorpion Paving completed the sidewalk repair; sealing would proceed when the weather and scheduling permit. A logistical plan was being developed

to seal the streets to protect pavers and resident driveways. Discussion ensued regarding the need for an email list for e-blast purposes and for notifications to residents before undertaking the sealing project, which would encompass all asphalt within the community. The asphalt would be sealed in phases and require a minimum 24 hours of drying time, during which, residents would be unable to access their driveways and garages. Discussion ensued regarding the logistics of the project, given the narrow roads.

- **Update/Discussion: Boat Club Activities**

- This item was an addition to the agenda.**

Mr. Adams stated that surveying the marina tract line and seawall commenced; a title report, sketches and legal descriptions would be prepared for each property in the marina tract. The Boat Club slips were already identified and the final report would show all recorded boat slip ownership within the marina parcel.

Mr. Bergman stated that letters were being sent to impacted owners in the marina. Discussion ensued regarding the CDD's position about structures built on District property, without permission, and the District's recourse.

Mr. Richards discussed proposals received from Bay Dock and MB Marine; Bay Dock was more expensive. He discussed the estimates, processes utilized when installing docks, Boat Club fees and expenses and options for boat lifts.

Discussion ensued regarding the proposals, costs, temporary loss of access to the center dock and boat docks, potential start dates, rising lumber and construction costs, partnership with the Boat Club, the condition of the docks, the urgency of the project, the possibility of a special assessment and the next steps.

Mr. Adams stated he would review the proposals and develop a financing plan that names the Boat Club owners as a special class of beneficiaries subject to special assessment.

Discussion continued regarding the proposals, costs, logistics, liability and the next steps.

Mr. Margetis stated he would solicit additional proposals and prepare a summary to facilitate the decision making process. He suggested obtaining an underwater survey.

**On MOTION by Mr. Richards and seconded by Mr. Aschenbrenner, with all in favor, authorizing a survey of the gangway dock poles, in not-to-exceed amount of \$1,000, was approved.**

**FIFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2020**

Mr. Adams presented the Unaudited Financial Statements as of August 31, 2020. A budget amendment would be considered at a future meeting in order to move funds from the “Water & sewer” fund to the General Fund. Discussion ensued regarding the need for a survey mapping the water shutoff valves. Mr. Adams stated he would attempt to locate archived construction documents. The financials were accepted.

**SIXTH ORDER OF BUSINESS**

**Approval of July 9, 2020 Virtual Public Hearing and Regular Meeting Minutes**

Mr. Adams presented the July 9, 2020 Virtual Public Hearing and Regular Meeting Minutes.

**On MOTION by Mr. Margetis and seconded by Mr. Richards, with all in favor, the July 9, 2020 Virtual Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: *Straley Robin Vericker***  
There being no report, the next item followed.
- B. District Engineer: *Landmark Engineering & Surveying Corp.***  
There being no report, the next item followed.
- C. District Manager: *Wrathell, Hunt and Associates, LLC***
  - I. LANDOWNERS’ MEETING: November 12, 2020 at 9:00 a.m. (*Board Members not required to attend*)**
  - II. NEXT MEETING DATE: January 14, 2021 at 9:00 a.m.**

- **QUORUM CHECK**

**EIGHTH ORDER OF BUSINESS**

**Public Comments: Non-Agenda Items**

There were no public comments.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Margetis asked if the seawall was budgeted. Mr. Adams stated that funds were included in the Fiscal Year 2020 budget; however, emergency expenses were incurred related to the boat lift.

Mr. Adams stated a business meeting could be scheduled following the Landowners' meeting, if necessary.

Mr. Margetis asked if the beach and dock projects should be combined for financing purposes. Mr. Adams stated he would present options at a future meeting.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Margetis and seconded by Mr. Bergman, with all in favor, the meeting adjourned at 10:50 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair