

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

**MINUTES OF MEETING
PALMS OF TERRA CEIA BAY
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Palms of Terra Ceia Bay Community Development District was held on Tuesday, January 13, 2015 at 5:00 p.m. at the Palmetto Library, 923 6th Street West, Palmetto, Florida.

FIRST ORDER OF BUSINESS – Roll Call

Chairman Brad Smith called the meeting of the Palms of Terra Ceia Bay Community Development District to order.

Present and constituting a quorum were:

Brad Smith	Board Supervisor, Chairman
Joe Varady	Board Supervisor, Vice Chairman
Bob Schoen	Board Supervisor, Assistant Secretary
Barbara Gard	Board Supervisor, Assistant Secretary
Judi O'Connor	Board Supervisor, Assistant Secretary

Also present were:

Bruce St. Denis	District Manager
Patricia Comings-Thibault	District Treasurer (via telephone)
Sandra Oram	District Operations Manager

SECOND ORDER OF BUSINESS- Meeting Properly Advertised

Mr. Smith verified the meeting was properly noticed.

THIRD ORDER OF BUSINESS-Approval of Minutes of Meetings

A. November 20, 2014 Workshop

Mr. Smith stated a correction to the reference of "Mr. O'Connor" be corrected to read "Ms. O'Connor."

On a MOTION by Mr. Smith, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board approved the minutes, as amended, of the Board of Supervisors' Workshop meeting held on November 20, 2014 for the Palms of Terra Ceia Bay Community Development District.

B. November 20, 2014 Regular Meeting

On a MOTION by Mr. Schoen, SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board approved the minutes of the Board of Supervisors' Regular Meeting held on November 20, 2014 for the Palms of Terra Ceia Bay Community Development District.

C. November 20, 2014 Public Hearing

Mr. Smith stated a correction to the reference of "Mr. O'Connor" be corrected to read "Ms. O'Connor."

On a MOTION by Mr. Schoen, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board approved the minutes, as amended, of the Board of Supervisors' Public Hearing held on November 20, 2014 for the Palms of Terra Ceia Bay Community Development District.

1 **D. December 9, 2014 Workshop**

2
3 On a MOTION by Mr. Schoen, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board approved
4 the minutes of the Board of Supervisors' Workshop Meeting held on December 9, 2014 for the Palms of
5 Terra Ceia Bay Community Development District.

6
7 **E. December 9, 2014 Regular Meeting**

8 Corrections were asked to be made to the second motion under item number 4, Financial
9 Disbursement Report. The motion should be corrected to read, “. . . the Board approved the invoice for
10 Stantec mitigation and mangrove trimming.”

11 On a MOTION by Ms. O'Connor, SECONDED by Mr. Varaday, WITH ALL IN FAVOR, the Board
12 approved the minutes, as amended, of the Board of Supervisors' Regular meeting held on December 9, 2014
13 for the Palms of Terra Ceia Bay Community Development District.

14
15 **F. January 5, 2015 Emergency Meeting**

16 This item was deferred to next meeting.

17
18 **FOURTH ORDER OF BUSINESS-November Financial Report**

19 Ms. Comings-Thibault presented the Financial Report.

20 Ms. Gard asked for the December 2014 Financial Statement.

21 Ms. Comings-Thibault stated that December's Financial Statement could not be prepared for this
22 meeting, as access to the checking account was only recently made available.

23 Mr. Varady stated it is customary for meetings that take place early in the month to not have
24 previous month's Financial Statements. He also suggested the need to separate the capital improvement fund
25 from the project fund.

26 Ms. Comings-Thibault stated that in moving forward, the Capital Project Fund will remain as a
27 negative balance and reported separate, and that future reports will include the check register for the current
28 month.

29 Mr. Varady verified to the Boards that \$5,000 was allocated in the budget for gatehouse control
30 entry systems.

31 On a MOTION by Mr. Shoen, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board accepted the
32 November Financial Report for the Palms of Terra Ceia Bay Community Development District.

33
34 **FIFTH ORDER OF BUSINESS-Manager's Report**

35 **Lake Doctor's Report and Update on Carp for the pond.**

36 Ms. Oram reported that John Rice with Lake Doctor is handling the permitting for carp and once
37 approved and SWFWMD has determined the number of carp needed, the cost of the carp will be submitted to
38 the Board for approval. Plants are ordered and will be planted after the threat of frost has passed. Mr. Rice
39 treated the ponds two weeks ago and will return next week.

1 Mr. Smith stated that Mr. Rice will meet with Matt Breijer to discuss the circulator and new pipe the
2 heats the Estuary's pool.

3 **SIXTH ORDER OF BUSINESS-Public Comments**

4 Mr. Smith invited the public to comment.

5 Audience concerns included; the alligator in the retention pond, whether he would eat the carp and if
6 he was a danger to the community; a sign for the front entrance identifying the community; a water fountain
7 be placed in the pond; a request for an email list, or a newsletter informing the community of events; and
8 suggestions to close certain gates at 6:00 p.m. for additional security.

9 Ms. Oram stated that if the alligator becomes a nuisance, she would contact the Department of
10 Wildlife, who in turn, would have it trapped and destroyed at no charge to the District. She also stated that
11 the carp will be placed in the pond soon and would probably not be prey to alligators.

12 The Board informed the audience that the discussion of a front entrance sign will take place later in
13 the meeting, and that a fountain in a pond could be costly.

14 Ms. Oram will obtain proposals for a propane generated fountain.

15 Mr. Smith informed the public that new cameras will be placed in certain locations that will capture
16 vehicles entering and exiting.

17 Ms. Oram is going to work with the community to enhance the current email list for notifying those
18 residents about District news. A volunteer stepped forward to help. Mr. St. Denis also stated that the website
19 will eventually serve as a means to keep the residents informed. Ms. O'Connor suggested that those without
20 access to computers could possibly find District news blurbs in the Golf Club newsletter, and possibly with a
21 posted notices at the guardhouse.

22 Mr. Smith reported that a light pole near the exit was hit and moved aside for safety reasons, and that
23 three lights are out along the boulevard. All lights will be changed at the same time due to the cost of a lift
24 needed to install lights.

25 The phone directory that Ms. O'Connor has been compiling is almost finished.

26 Mr. Shoen requested that the non-resident gate and exit gate be closed at 6:00 p.m.

27

28 **SEVENTH ORDER OF BUSINESS-Consideration of Action Item Request**

29 **A. Ratification of Actions Taken at January 5, 2015 Emergency Meeting**

30 Mr. St. Denis reported that an emergency meeting was held to specifically address a concern for
31 public safety in installing cameras, and to increase the cap previously set by the Board.

32 Mr. Smith stated that some of the stolen items have been recovered, and arrests are imminent. A
33 police officer will be circling the neighborhood during the fair.

34 On a MOTION by Mr. Shoen, SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board ratified
35 the actions taken at January 5, 2015 Emergency Meeting for the Palms of Terra Ceia Bay Community
36 Development District.

37

1 **B. Security and Cameras**

2 Mr. St. Denis reported that the cameras are being ordered and no action needs to be taken by the
3 Board at this time. He said that the cameras will be operational by the end of the month and is a budgeted
4 item. Also, the cost of bringing power to the cameras will be established and hopefully included in the
5 proposal. Mr. Smith requested that there be assurances that there is a way to check that cameras are
6 operational.

7 Ms. Gard asked if key fobs would be possible at a cost of \$554 set up and cost to residents of
8 approximately \$40 each. Discussion ensued. This discussion was tabled.

9 **C. Yarnall Warehouse Inc. Business Associate Agreement for Records Storage**

10 Mr. St. Denis stated that Yarnall Warehouse presently stores District records and a notice was sent to
11 update information with no increase in the monthly charge of \$17 per month.

12 On a MOTION by Mr. Shoen, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board directed
13 Staff to update information for the Yarnall Warehouse Inc. Business Associate Agreement for Records
14 Storage for the Palms of Terra Ceia Bay Community Development District.

15
16 **D. Entrance Sign Proposal Approval**

17 Mr. Smith proposed to have a sign painted with the name of the District in the amount of \$890.
18 Discussion ensued. This item was tabled until an insurance settlement is received.

19 **E. Boulevard Repair Proposal Approval**

20 Ms. Oram presented the proposals for the Road Repair. Discussion ensued.

21
22 On a MOTION by Ms. O'Connor, SECONDED by Mr. Varady, WITH ALL IN FAVOR, the Board
23 approved the proposal from A Team in the amount of \$26,000, and directed Staff to negotiate a warranty to
24 be included in that proposal for the Palms of Terra Ceia Bay Community Development District.

25
26 **F. Resolution 2015-4, Registered Agent/Registered Office**

27 Mr. St. Denis presented Resolution 2015-4 and asked for questions or concerns.

28 Ms. Gard moved to make District Counsel, Patricia Petruff, Registered Agent.

29 Motion failed.

30 Mr. Varady suggested that Mr. St. Denis be the Registered Agent. Discussion ensued.

31 On a MOTION by Mr. Vardy, SECONDED by Mr. Shoen, WITH Mr. Vardy, Mr. Shoen and Ms. O'Connor
32 Voting Aye, and Ms. Gard Voting Nay; the Board approved Resolution 2015-4, Designating District
33 Manager, Bruce St. Denis as Registered Agent and District Registered Office for Service as DPFG, 15310
34 Amberly Drive, Suite 175, Tampa, Florida 33647 for the Palms of Terra Ceia Bay Community Development
35 District.

36
37 **G. Other Business Matters**

38 Mr. Varady suggested having a Workshop to discuss and prioritize goals.

39 **EIGHT ORDER OF BUSINESS-Public Comments & Questions: Other Subjects**

40 Audience members asked if the Police Chief had any recommendations as to whether gates should be
41 closed or not. Mr. Smith stated that no recommendations were given. It was noted that the recent stolen items

1 were taken in the afternoon. Mr. Smith stated, in regard to safety, that speeders have been caught and issued
2 tickets at approximately \$200 per ticket.

3 The Board requested staff to present the agreement designating what violations are chargeable to the
4 Board for review.

5 Ms. Oram stated benches will be installed by end of week on the boardwalk.

6 A resident stated that some screws were still raised on the pier. Ms. Oram will review the pier's
7 status tomorrow.

8 **NINTH ORDER OF BUSINESS-Supervisor's Comments and Requests**

9 Ms. Gard asked what efforts were made to replace the District's former Manager; that in her opinion,
10 there was not enough investigation given to finding a new District Manager.

11 Mr. Smith stated he called Tallahassee, and at the time, there were no District Managers available
12 who worked independently.

13 Mr. Varady stated that benefits for such managers would have significantly increased costs to the
14 District, and it would be necessary to find someone familiar with government accounting.

15 Mr. Schoen moved to adjourn the meeting.

16

17 **TENTH ORDER OF BUSINESS-Adjournment**

18

19 On a MOTION by Mr. Schoen, SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board
20 adjourned the meeting for the Palms of Terra Ceia Bay Community Development District.

21

22 **Each person who decides to appeal any decision made by the Board with respect to any matter
23 considered at the meeting is advised that person may need to ensure that a verbatim record of the
24 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

25 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
26 noticed meeting held on FEB 10 2015.

27

28 

29 Signature

30 BRUCE ST. DENIS

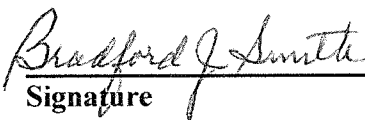
31 Printed Name

32

33 ~~Title:~~

34 Secretary

35 Assistant Secretary

36 

37 Signature

BRADFORD J SMITH

Printed Name

Title:

Chairman

Vice Chairman