



*Community Development District*  
***Advanced Board Package***

***Board of Supervisors***  
***Regular Meeting***

***Tuesday***  
***February 9, 2016***  
***5:00 p.m.***

***At the:***

***Palmetto Library***  
***923 6<sup>th</sup> Street West.***  
***Palmetto, Florida***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

Bradford J. Smith, Seat 1  
Barbara E. Gard, Seat 2  
Joseph R. Varady, Jr., Seat 3  
Robert F. Schoen, Seat 4  
Judi F. O'Connor, Seat 5



District Management  
Development Planning and Financing Group  
15310 Amberly Drive, Suite 175, Tampa, Florida 33647  
Phone: 813-374-9105

February 3, 2016

Board of Supervisors  
**Palms of Terra Ceia Bay**  
**Community Development District**

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Palms of Terra Ceia Bay Community Development District is scheduled for **Tuesday February 9, 2016 at 5:00 p.m.** at the Palmetto Library 923 6<sup>th</sup> Street West Palmetto, Florida.

*The advanced copy of the agenda for the meeting is attached, along with associated documentation for your consideration.* Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

***Bruce St. Denis***  
Bruce St. Denis  
District Manager

Cc: Attorney  
District Records

Bradford J. Smith, Seat 1  
Barbara E. Gard, Seat 2  
Joseph R. Varady, Jr., Seat 3  
Robert F. Schoen, Seat 4  
Judi F. O'Connor, Seat 5



**Board of Supervisors Public Meeting Notice**

**Regular Session of  
February 9, 2016  
Palms of Terra Ceia Bay  
Palmetto Library  
923 6<sup>th</sup> Street West  
Palmetto, Florida  
5:00 p.m.**

**AGENDA:**

1. Roll Call
2. Meeting Properly Advertised
3. Minutes of Meetings
  - A. January 12, 2016 Board Meeting Exhibit 1  
Action Request: Motion to approve meeting minutes
  - B. January 12, 2016 Audit Committee Meeting Exhibit 2  
Action Request: Motion to approve Audit Committee minutes
4. Business Matters
  - A. Mangrove Discussion
  - B. Funding Discussion
  - C. Project Discussion

Bradford J. Smith, Seat 1  
Barbara E. Gard, Seat 2  
Joseph R. Varady, Jr., Seat 3  
Robert F. Schoen, Seat 4  
Judi F. O'Connor, Seat 5



5. Other Business Matters

6. Public Comments

7. Managers' Report

8. Adjournment

# EXHIBIT 1

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

10 The Regular Meeting of the Board of Supervisors of the Palms of Terra Ceia Bay Community  
11 Development District was held on Tuesday, January 12, 2016 at 5:01 p.m. at the Palmetto Library, 923 6<sup>th</sup>  
12 Street West, Palmetto, Florida.

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**FIRST ORDER OF BUSINESS – Roll Call**

19 Chairman Brad Smith called the meeting to order.

20 Present and constituting a quorum were:

21 Bradford Smith Board Supervisor, Chairman  
22 Joseph Varady, Jr. Board Supervisor, Vice Chairman  
23 Barbara Gard Board Supervisor, Assistant Secretary  
24 Bob Schoen Board Supervisor, Assistant Secretary  
25 Judi O'Connor Board Supervisor, Assistant Secretary

26 Also present was:

27 Bruce St. Denis District Manager  
28 Patricia Comings-Thibault District Treasurer

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**SECOND ORDER OF BUSINESS – Meeting Properly Advertised**

36 Mr. Smith verified the meeting was properly advertised.

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**THIRD ORDER OF BUSINESS – Public Comments**

44 Surveys/petitions by associations of Palms of Terra Ceia Bay pertaining to the mangrove trimming and  
45 funding were delivered by Ron Pinke.

46 Discussion ensued.

**FOURTH ORDER OF BUSINESS – Minutes of Meetings**

**A. Approval of Board Minutes of December 8, 2015 Meeting**

47 Mr. Smith presented the December 8, 2015 minutes and asked for comments, questions or  
48 corrections.

49 On a MOTION by Mr. Schoen, SECONDED by Ms. Gard, WITH ALL IN FAVOR, the Board approved the  
50 minutes of the Board of Supervisors meeting held on December 8, 2015 for the Palms of Terra Ceia Bay  
51 Community Development District.

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**B. Approval of the Board Minutes of December 8, 2015 Audit Committee Meeting**

56 Mr. Smith presented the December 8, 2015 Audit Committee Meeting Minutes and asked for  
57 comments, questions or corrections.

58 On a MOTION by Mr. Schoen, SECONDED by Ms. Gard, WITH ALL IN FAVOR, the Board approved the  
59 minutes of the Board of Supervisors meeting held on December 8, 2015 for the Palms of Terra Ceia Bay  
60 Community Development District.

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**FIFTH ORDER OF BUSINESS – Financial Report**

**A. Approval of the Financial Statements for December 2015**

66 Ms. Comings-Thibault presented the December 2015 Financial Statements and asked for comments  
67 or questions.

44 On a MOTION by Mr. Schoen, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board  
45 approved the December 2015 Financial Statements for the Palms of Terra Ceia Bay Community  
46 Development District.

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48 **B. Chairman's Report on 2014-2015 Budget Year**

49 Mr. Smith presented the 2014-2015 Budget Year Report and asked for comments or questions.

50 **THE REGULAR MEETING RECESSED AT 5:53 P.M. TO OPEN THE AUDIT COMMITTEE**  
51 **MEETING**

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53 **THE GENERAL MEETING RECONVENED AT 6:14 P.M.**

54 **SIXTH ORDER OF BUSINESS – Business Matters**

55 **A. Consideration of Recommendation of the Audit Committee for Auditor**

56 Mr. St. Denis presented for consideration the Recommendation of the Audit Committee for Auditor.

57 On a MOTION by Ms. Gard, SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board approved  
58 the recommendation of the Audit Committee as follows : #1 Grau & Associates, #2 De Bartolomeo, and #3  
59 Berger Toombs, for the Palms of Terra Ceia Bay Community Development District.

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61 **B. Workshop Discussion**

62 A date was agreed upon for January 18, 2016 at the Clubhouse at 6:00 p.m., or the Chair can  
63 determine new date.

64 **C. Seasonal Renter**

65 Presentation was given by Phil Forbes.

66 Discussion ensued.

67 **D. Use of Credit Cards**

68 Ms. Gard asked about having a credit card for miscellaneous use.

69 Discussion ensued. No action was taken.

70 **SEVENTH ORDER OF BUSINESS – Other Business Matters**

71 Ms. Gard inquired about the status of ordering flags and the vault repair.

72 Ms. Gard requested more order in the Board meetings.

73 **EIGHTH ORDER OF BUSINESS – Public Comments**

74 A resident asked about the status of the pier sign and bikes on the pier.

75 A resident asked about the Auditor selection and cost.

76 **NINTH ORDER OF BUSINESS – Public Comments & Questions: Other Subjects**

77 There being none, next item followed.

78 **TENTH ORDER OF BUSINESS – Manager's Report**

79 There being none, next item followed.

80 **ELEVENTH ORDER OF BUSINESS - Adjournment**

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

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

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**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**  
**Title:**  **Secretary**     **Assistant Secretary**

\_\_\_\_\_  
**Printed Name**  
**Title:**  **Chairman**     **Vice Chairman**



# EXHIBIT 2

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

17 A meeting of the Audit Committee for the Palms of Terra Ceia Bay Community Development District  
18 was held Tuesday, January 12, 2016 at the Palmetto Library, 923 6<sup>th</sup> Street West, Palmetto FL.

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**FIRST ORDER OF BUSINESS – Roll Call**

Mr. St. Denis called the meeting to order.

Present and constituting a quorum were:

Bradford Smith	Board Supervisor, Chairman
Joseph Varady, Jr.	Board Supervisor, Vice Chairman
Barbara Gard	Board Supervisor, Assistant Secretary
Bob Schoen	Board Supervisor, Assistant Secretary
Judi O'Connor	Board Supervisor, Assistant Secretary

Also present were:

Bruce St. Denis District Manager

**SECOND ORDER OF BUSINESS – Meeting Properly Advertised**

Mr. Smith verified that the meeting was properly advertised.

**THIRD ORDER OF BUSINESS – Auditor Proposals**

- A. Berger Toombs
- B. Di Bartolomeo
- C. Grau & Associates
- D. Evaluation Criteria
- E. Score Sheet
- F. Audit Committee Recommendation for Auditing Services
  - #1 Grau & Associates
  - #2 Di Bartolomeo
  - #3 Berger Toombs

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On a MOTION by Mr. Schoen, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Audit Committee approved the Ranking of the Auditors and Recommended as follows: #1 Grau & Associates, #2 Di Bartolomeo, and #3 Berger Toombs for the Palms of Terra Ceia Bay Community Development District.

**FOURTH ORDER OF BUSINESS – Adjournment**

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On a MOTION by Ms. Gard, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board adjourned the meeting for the Palms of Terra Ceia Bay Community Development District.

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

45  
46 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
47 **meeting held on \_\_\_\_\_.**

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50 \_\_\_\_\_  
51 **Signature**

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51 **Signature**

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54 **Printed Name**  
55 **Title:**  **Secretary**     **Assistant Secretary**

54 **Printed Name**  
55 **Title:**  **Chairman**         **Vice Chairman**

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950 West Bannock, 11th Floor  
Boise, ID 83702  
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F: (602) 381-1203

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8140 Exchange Drive  
Austin, TX 78754  
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F: (512) 732-0297

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1060 Maitland Center Commons,  
Suite 340  
Maitland, FL 32751  
P: (321) 263-0132  
F: (321) 263-0136

#### **Tampa, FL**

15310 Amberly Drive, Suite 175  
Tampa, FL 33647  
P: (813) 374-9104  
F: (813) 374-9106

#### **Research Triangle, NC**

1340 Environ Way, Suite 328  
Chapel Hill, NC 27517  
P: (919) 321-0232  
F: (919) 869-2508

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4000 S. Faber Place Drive, Suite 300  
N. Charleston, SC 29405  
P: (843) 277-0021  
F: (919) 869-2508