



Rizzetta & Company

**Palma Sola Trace**  
**Community Development District**  
**Board of Supervisors' Meeting**  
**August 26, 2021**

District Office · Riverview, Florida · (813) 533-2950

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

**Palma Sola Trace  
Community Development District**

Palma Sola Trace Clubhouse. 7408 Hamilton Road, Bradenton FL, 34209

<b>Board of Supervisors</b>	Peter Gelman	Chairman
	Roger Ohlson	Vice Chairman
	Robert Mauriello	Assistant Secretary
	Eva Walker	Assistant Secretary
	William Diamond	Assistant Secretary
<b>District Manager</b>	Jerry Whited	Rizzetta & Company, Inc.
<b>District Counsel</b>	Lauren Gentry	Hopping Green & Sams, P.A.
<b>District Engineer</b>	Rick Schappacher	Schappacher Engineering

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT**  
District Office · Riverview, Florida · (813) 533-2950  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

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August 19, 2021

**Board of Supervisors  
Palma Sola Trace Community  
Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Palma Sola Trace Community Development District will be held on **Thursday, August 26, 2021 at 1:30 p.m.** at the Palma Sola Trace Clubhouse, located at 7408 Hamilton Road, Bradenton, Florida 34209. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on June 24, 2021 .....Tab 1
  - B.** Consideration of Operations & Maintenance Expenditures for June 2021 & July 2021.....Tab 2
- 4. STAFF REPORTS**
  - A.** District Counsel
    - i.** Ratification of KE Law Letter .....Tab 3
    - ii.** Consideration of KE Law Fee Agreement .....Tab 4
  - B.** District Engineer
  - C.** District Manager
- 5. BUSINESS ITEMS**
  - A.** Consideration of Landscape Enhancement Proposal .....Tab 5
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to contact us at (813) 933-5571.

Respectfully,

*Jerry Whited*

Jerry Whited  
District Manager

**MINUTES OF MEETING**

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

**PALMA SOLA TRACE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Palma Sola Trace Community Development District was held on **Thursday, June 24, 2021 at 1:30 p.m.** at the Palma Sola Trace Clubhouse located at 7408 Hamilton Road, Bradenton, FL 34209.

Present and constituting a quorum:

Peter Gelman	<b>Board Supervisor; Chair</b>
Roger Ohlson	<b>Board Supervisor; Vice-Chair</b>
Robert Mauriello	<b>Board Supervisor; Asst. Secretary</b>
Eva Walker	<b>Board Supervisor; Asst. Secretary</b>
William Diamond	<b>Board Supervisor; Asst. Secretary</b>

Also present were:

Jerry Whited	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel; Hopping Green &amp; Sams</b>
Lauren Gentry	<b>District Counsel; Hopping Green &amp; Sams</b>
Rick Schappacher	<b>District Engineer; Schappacher Engineering</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Whited called the meeting to order and conducted roll call, confirming a quorum was present.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board received an audience comment form a resident about the Palma Sola Trace Creek. Discussion ensued regarding the Creek and about the aquatic's maintenance vendor. The Board directed district management to talk to the Aquatics vendor to see if the 2<sup>nd</sup> quarterly treatment was done or when it would be completed.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board  
Supervisors' Regular Meeting held on  
April 22, 2021**

The Board considered the minutes of the Board of Supervisors Regular Meeting held on April 22<sup>nd</sup>, 2021. Mr. Gelman had a correction for the minutes that during the discussion

of the top rail replacement that the Board directed Rick to use a \$4,500 not to exceed limit for the work to be completed.

On a motion by Mr. Gelman, seconded by Mr. Ohlson, the Board unanimously approved the minutes of the Board of Supervisors Regular Meeting held on April 22, 2021 for the Palma Sola Trace Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of Board  
Supervisors' Special Meeting held on  
May 24, 2021**

The Board considered the minutes of the Board of Supervisors Special Meeting held May 24<sup>th</sup>, 2021

On a motion by Mr. Gelman, seconded by Mr. Mauriello, the Board unanimously approved the minutes of the Board of Supervisors Special Meeting held May 24<sup>th</sup>, 2021 for the Palma Sola Trace Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Operations and  
Maintenance Expenditures for April  
2021 & May 2021**

The Board considered the Operations & Maintenance Expenditures for April 2021 totaling \$12,309.63 and for May 2021 totaling \$10,216.76.

On a motion By Mr. Gelman, seconded by Mr. Ohlson, the Board unanimously approved the Operations & Maintenance Expenditures for the district for April and May 2021 for the Palma Sola Trace Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

The District Counsel Lauren Gentry called in to the meeting and was available for questions. A discussion about the contract for the perimeter wall repair took place.

**B. District Engineer**

The District Engineer Rick Schappacher was in attendance and provided an update about the perimeter wall repair project progress. The performance Bond paperwork is signed and considered but the performance Bond has not yet been secured. Insurance is in place. Additional discussion about the next steps in the wall repair process took place.

**C. District Manager**

The District Manager Jerry Whited was in attendance and gave a district management update. The next meeting is scheduled for August 26<sup>th</sup>, 2021 at 1:30 p.m. The Board was presented with the voter count registration letter showing 636 registered voters in the district.

**SEVENTH ORDER OF BUSINESS**

**Public Hearing on FY 2021-2022 Budget**

On a motion by Ms. Walker, seconded by Mr. Ohlson, the Board unanimously approved to open the Public Hearing on the Fiscal Year 2021-2022 Budget for the Palma Sola Trace Community Development District.

There we're no audience comments about the Fiscal Year 2021-2022 Budget.

On a motion by Mr. Ohlson, seconded by Mr. Gelman, the Board unanimously approved to close the Public Hearing on the Fiscal Year 2021-2022 Budget for the Palma Sola Trace Community Development District.

**1. Consideration of Resolution 2021-04, Adopting Fiscal Year 2021-2022 Budget**

The Board considered Resolution 2021-04, Adopting the Fiscal Year 2021-2022 Budget.

On a motion by Mr. Ohlson, seconded by Mr. Mauriello, the Board unanimously approved Resolution 2021-04, Adopting the Fiscal Year 2021-2022 Budget for the Palma Sola Trace Community Development District.

**2. Consideration of Resolution 2021-05, Imposing Special Assessments and Certifying Assessment Roll**

The Board considered Resolution 2021-05, Imposing Special Assessments and Certifying the Assessment Roll.

On a motion By Mr. Mauriello, seconded by Ms. Walker, the Board unanimously approved Resolution 2021-05, Imposing Special Assessments & Certifying the Assessment Roll for the Palma Sola Trace Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of 2020 Financial Audit**

The Board considered the 2020 Financial Audit. There were no current year findings or recommendations from the audit.

On a motion by Mr. Gelman, seconded by Mr. Diamond, the Board unanimously approved the 2020 Financial Audit for the Palma Sola Trace Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Wall Clearance Proposal**

The Board considered the Wall Clearance Proposal from Brightview. Board discussion followed.

On a motion by Mr. Gelman, seconded by Mr. Ohlson, the Board unanimously approved the Wall Clearance Proposal from Brightview for the Palma Sola Trace Community Development District.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Diamond presented an item about the Bridge and painting needed to be done. Further discovery about the CDD's responsibility with the bridge took place. It is found that the head walls are the CDD's responsibility to maintain. Additional discovery and research from district counsel and district engineer to be provided.

The Board discussed the light poles in the district. There was discussion about whether the bases of the poles should just be painted or if the bases and the entire poles themselves should be painted.

On a motion by Mr. Gelman, seconded by Ms. Walker, the Board voted 4-1 in favor of receiving a proposal for painting the bases of the light poles for the Palma Sola Trace Community Development District.

On a motion by Mr. Ohlson, seconded by Mr. Diamond, the Board voted 2-3 against receiving a proposal for painting the poles of the light poles for the Palma Sola Trace Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Ms. Walker, seconded by Mr. Gelman, the Board unanimously approved to adjourn the meeting at 2:42 p.m. for the Palma Sola Trace Community Development District.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair

# **PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT**

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District Office - Citrus Park, Florida - (813)-933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
palmasolatracedd.org

## **Operation and Maintenance Expenditures June 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2021 through June 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,955.31**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2021 Through June 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Aquagenix	003456	4108791	Aquatic Service 05/21	\$ 850.00
Aquagenix	003456	4110139	Wetland Maintenance 05/21	\$ 3,000.00
Aquagenix	003471	4111130	Aquatic Service 06/21	\$ 850.00
Bellmore Electric Inc.	003457	7966	Street Light Repairs 05/21	\$ 225.00
Bellmore Electric Inc.	003457	7967	Street Light Repairs 05/21	\$ 225.00
Bradenton Herald	003458	25016 05/31/21	Legal Advertising 05/21	\$ 274.66
BrightView Landscape services, Inc.	003455	7363617	Tree Care 05/21	\$ 360.00
BrightView Landscape services, Inc.	003472	7373673	Monthly Lawn Service 06/21	\$ 748.00
BrightView Landscape services, Inc.	003462	7403120	Irrigation Repairs 05/21	\$ 86.50
Eva Walker	003470	EW052421	Board of Supervisors Meeting 05/24/21	\$ 200.00
Florida Power & Light Company	003463	21937-71157 05/21	3724 Summerwind Cir # Gate 05/21	\$ 12.89
Florida Power & Light Company	003463	56695-14423 05/21	3804 Bridlecrest Ln # PUMP 05/21	\$ 107.68
Florida Power & Light Company	003463	75654-55537 05/21	3807 75th ST W # ST LTS 05/21	\$ 116.85
Florida Power & Light Company	003463	84373-03152 05/21	4095 Overture Cir # GATE 05/21	\$ 20.06

## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2021 Through June 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Hopping Green & Sams	003459	122375	General/Monthly Legal Services 04/21	\$ 2,187.00
Peter Gelman	003467	PG052421	Board of Supervisors Meeting 05/24/21	\$ 200.00
Rizzetta & Company, Inc.	003460	INV0000058934	District Management Fees 06/21	\$ 4,041.67
Rizzetta Technology Services, LLC	003461	INV0000007580	Website Email & Hosting 06/21	\$ 100.00
Robert Mauriello	003468	RM052421	Board of Supervisors Meeting 05/24/21	\$ 200.00
Roger Ohlson	003469	RO052421	Board of Supervisors Meeting 05/24/21	\$ 200.00
Schappacher Engineering, LLC	003465	1910	Engineering Services 05/21	\$ 750.00
William M Diamond	003466	WD052421	Board of Supervisors Meeting 05/24/21	<u>\$ 200.00</u>
<b>Report Total</b>				<b><u>\$ 14,955.31</u></b>

# **PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT**

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District Office - Citrus Park, Florida - (813)-933-5571  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
palmasolatracedd.org

## **Operation and Maintenance Expenditures July 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2021 through July 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$19,448.13**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ANJ Excavation LLC	003473	4 06/21	Wall Repair 06/21	\$ 325.00
ANJ Excavation LLC	003479	5 07/07/21	Bridge Rail Repair	\$ 4,275.00
Aquagenix	003489	4113730	Aquatic Service 07/21	\$ 850.00
Bellmore Electric Inc.	003474	7978	Street Light Repairs 06/21	\$ 485.00
Bellmore Electric Inc.	003480	7983	Street Light Repairs 07/21	\$ 446.00
Bellmore Electric Inc.	003490	7985	Street Light Repairs 07/21	\$ 725.00
Bellmore Electric Inc.	003490	7986	Street Light Repairs 07/21	\$ 725.00
Bradenton Herald	003481	12776 03/07/21	Legal Advertising 03/21	\$ 100.62
BrightView Landscape services, Inc.	003491	7419532	Monthly Lawn Service 07/21	\$ 748.00
Eva Walker	003488	EW062421	Board of Supervisors Meeting 06/24/21	\$ 200.00
Florida Power & Light Company	003483	21937-71157 06/21	3724 Summerwind Cir # Gate 06/21	\$ 13.60
Florida Power & Light Company	003483	56695-14423 06/21	3804 Bridlecrest Ln # PUMP 06/21	\$ 113.91
Florida Power & Light Company	003483	75654-55537 06/21	3807 75th ST W # ST LTS 06/21	\$ 116.85
Florida Power & Light Company	003483	84373-03152 06/21	4095 Overture Cir # GATE 06/21	\$ 19.93

## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Hopping Green & Sams	003475	123157	General/Monthly Legal Services 05/21	\$ 1,595.17
Innersync	003476	19622	Website Compliance Quarterly Service 07/21	\$ 384.38
Peter Gelman	003484	PG062421	Board of Supervisors Meeting 06/24/21	\$ 200.00
Rizzetta & Company, Inc.	003477	INV0000059385	District Management Fees 07/21	\$ 4,041.67
Rizzetta Technology Services, LLC	003478	INV0000007724	Website Email & Hosting 07/21	\$ 100.00
Robert Mauriello	003485	RM062421	Board of Supervisors Meeting 06/24/21	\$ 200.00
Roger Ohlson	003486	RO062421	Board of Supervisors Meeting 06/24/21	\$ 200.00
Schappacher Engineering, LLC	003487	1935	Engineering Services 06/21	\$ 1,012.50
US Bank	003492	6169561	Trustee Fees Series 2013A 06/01/21-05/31/22	\$ 2,370.50
William M Diamond	003482	WD062421	Board of Supervisors Meeting 06/24/21	\$ 200.00
<b>Report Total</b>				<b><u>\$ 19,448.13</u></b>