



Rizzetta & Company

**Palma Sola Trace**  
**Community Development District**  
**Board of Supervisors' Meeting**  
**October 28, 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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October 20, 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, October 28, 2021 at 1:30 p.m.** at the Palma Sola Trace Clubhouse, located at 7408 Hamilton Road, Bradenton, Florida 34209. The following is the 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 August 26, 2021 .....Tab 1
  - B. Consideration of Operations & Maintenance Expenditures for August 2021 & September 2021 .....Tab 2
- 4. STAFF REPORTS**
  - A. District Counsel
    - i. Update Regarding 2022 Stormwater Reporting Requirements
  - B. District Engineer
  - C. District Manager
- 5. BUSINESS ITEMS**
  - A. Consideration of Resolution 2022-01, Waiving Procedure of Providing Notice of Meeting Dates .....Tab 3
  - B. Consideration of Reserve Study Proposal .....Tab 4
  - C. Ratification of EGIS Insurance Proposal .....Tab 5
  - D. Consideration of District Services Addendum .....Tab 6
  - E. Consideration of Light Pole Base Painting Proposal .....USC
  - F. Discussion Regarding Emergency Gates Access
  - G. Ratification of First Change Order to Wall Repair Agreement .....Tab 7
  - H. Consideration of Resolution 2022-02, Amending FY 2020-2021 Budget .....Tab 8
- 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, August 26 , 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> <i>(via phone)</i>
Roger Ohlson	<b>Board Supervisor; Vice-Chair</b>
Robert Mauriello	<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>
Lauren Gentry	<b>District Counsel; KE Law</b> <i>(via phone)</i>
Rick Schappacher	<b>District Engineer; Schappacher Engineering</b>
David Kaiser	<b>HOA President</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**

There was an audience comment about where the wall construction would begin. A discussion took place.

On a motion by Mr. Ohlson, seconded by Mr. Mauriello, the Board unanimously approved to install signage at the gate at the 71<sup>st</sup> street gates for who residents can call when the gate breaks down.

On a motion by Mr. Ohlson, seconded by Mr. Mauriello, the Board unanimously approved to allow Mr. Gelman to vote on action items from the phone.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board  
Supervisors' Regular Meeting held on  
June 24, 2021**

On a motion by Mr. Ohlson, seconded by Mr. Mauriello, the Board unanimously approved the Minutes of the Board of Supervisors meeting held June 24<sup>th</sup>, 2021 for the Palma Sola Trace Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of Operations and  
Maintenance Expenditures for June  
2021 & July 2021**

On a motion by Mr. Gelman, seconded by Mr. Diamond, the Board unanimously approved the operations and maintenance expenditures for the District for the months of June (\$14,955.31) & July (\$19,448.13), 2021 for the Palma Sola Trace Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

The Board received the District Counsel Update from Lauren Gentry who was on the phone. Ms. Gentry explained the transition from Hopping Green & Sams to KE Law Group.

On a motion by Mr. Gelman, seconded by Mr. Mauriello, the Board unanimously approved the Ratification of the KE Law Letter

On a motion by Mr. Gelman, seconded by Mr. Ohlson, the Board unanimously approved the KE Law Fee Agreement

**B. District Engineer**

The Board received the District Engineer report from Rick Schappacher who was in attendance. Mr. Schappacher gave an update on FPL's activity and plans in the neighborhood from what he has been able to discern from their reps. He then provided an update on wall construction, progress, and plans.

**C. District Manager**

The Board received the District Manager update from Jerry Whited who was in attendance. The Next Meeting is October 28<sup>th</sup>, 2021 at 1:30 p.m.

**SIXTH ORDER OF BUSINESS**

**Consideration of Landscape**

**Enhancement Proposal**

The Board elected to wait for Claudia to return to address the landscape enhancement proposal over by the trash compactor.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Gelman directed District Manager to establish a separate line item in the budget for the perimeter wall expenses and revenue.

The Board discussed the 2021-2022 Fiscal Year Meeting Schedule. A discussion took place.

On a motion by Mr. Mauriello, seconded by Mr. Ohlson, the Board unanimously approved the Fiscal Year 2021-2022 meeting schedule as discussed for the Palma Sola Trace Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Diamond, seconded by Mr. Mauriello, the Board unanimously approved to adjourn the meeting at 2:26 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 August 2021 For Board Approval**

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

The total items being presented: **\$12,105.75**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ANJ Excavation LLC	003500	6 07/24/21	Replace Bridge Rail 07/21	\$ 1,932.00
Aquagenix	003501	4116150	Aquatic Maintenance 08/21	\$ 850.00
Bellmore Electric Inc.	003493	7987	Street Light Repairs 07/21	\$ 725.00
BrightView Landscape services, Inc.	003502	7462137	Monthly Lawn Service 08/21	\$ 748.00
Florida Power & Light Company	003498	21937-71157 07/21	3724 Summerwind Cir # Gate 07/21	\$ 13.69
Florida Power & Light Company	003498	56695-14423 07/21	3804 Bridlecrest Ln # PUMP 07/21	\$ 121.29
Florida Power & Light Company	003498	75654-55537 07/21	3807 75th ST W # ST LTS 07/21	\$ 116.85
Florida Power & Light Company	003498	84373-03152 07/21	4095 Overture Cir # GATE 07/21	\$ 20.55
Hopping Green & Sams	003496	124321	Legal Services 06/21	\$ 1,069.00
Hopping Green & Sams	003505	124778	Legal Services 07/21	\$ 90.20
KE Law Group, LLC	003497	54	Legal Services 07/21	\$ 180.00
Peter Gelman	003504	PG082621	Board of Supervisors Meeting 08/26/21	\$ 200.00
Rizzetta & Company, Inc.	003494	INV0000060318	District Management Fees 08/21	\$ 4,041.67
Rizzetta Technology Services, LLC	003495	INV0000007800	Website Email & Hosting 08/21	\$ 100.00



## Palma Sola Trace Community Development District

### Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Robert Mauriello	003506	RM082621	Board of Supervisors Meeting 08/26/21	\$ 200.00
Roger Ohlson	003507	RO082621	Board of Supervisors Meeting 08/26/21	\$ 200.00
Schappacher Engineering, LLC	003499	1962	Engineering Services 07/21	\$ 1,297.50
William M Diamond	003503	WD082621	Board of Supervisors Meeting 08/26/21	<u>\$ 200.00</u>
<b>Report Total</b>				<b><u><u>\$ 12,105.75</u></u></b>

## RESOLUTION 2022-02

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED GENERAL FUND BUDGET FOR FISCAL YEAR 2020/2021, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Palma Sola Trace Community Development District (“District”) was established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”), and is validly existing under the Constitution and laws of the State of Florida; and

**WHEREAS**, the Board of Supervisors (“**Board**”) of the District previously adopted Resolution 2020-08, providing for the adoption of the District’s operations and maintenance budget for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021 (“**General Fund Budget**”); and

**WHEREAS**, the District Manager, at the direction of the Board, has prepared an amended General Fund Budget, to reflect changes in the actual appropriations of the General Fund Budget; and

**WHEREAS**, the Board finds that it is in the best interest of the District and its landowners to amend the General Fund Budget to reflect the actual appropriations.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT:

#### 1. BUDGET AMENDMENT.

- a. The Board has reviewed the District Manager’s proposed amended General Fund Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The General Fund Budget is hereby amended in accordance with **Exhibit A**, attached hereto.
- c. In accordance with section 189.016, Florida Statutes, the amended General Fund Budget shall be posted on the District’s official website within five (5) days after adoption and remain on the website for at least two (2) years.

**2. APPROPRIATIONS.** There is hereby appropriated out of the revenues of the District, for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021, the sum set forth below for the General Fund Budget, which sum is deemed by the

Board to be necessary to defray all General Fund expenditures of the District during said budget year:

TOTAL GENERAL FUND \$ \_\_\_\_\_

**3. CONFLICTS.** This Resolution is intended to amend, in part, Resolution 2020-08, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2020-08 that are not amended by this Resolution apply to the Adopted Budget, as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**5. EFFECTIVE DATE.** This Resolution shall take effect upon adoption.

Adopted this \_\_\_\_ day of October, 2021.

**ATTEST:**

**PALMA SOLA TRACE COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chairman, Board of Supervisors

**Exhibit A:** Amended Fiscal Year 2020/2021 General Fund Budget

**Exhibit A**  
Amended Fiscal Year 2020/2021 Budget

[*See attached*]