



Rizzetta & Company

Palma Sola Trace
Community Development District
Board of Supervisors' Meeting
February 24, 2022

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

Board of Supervisors	Peter Gelman Roger Ohlson Vacant Eva Walker William Diamond	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Jerry Whited	Rizzetta & Company, Inc.
District Counsel	Lauren Gentry	KE Law Group, PLLC
District Engineer	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

February 16, 2022

**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, February 24, 2022 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 December 16, 2021Tab 1
 - B.** Consideration of Operations & Maintenance Expenditures for December 2021& January 2021.....Tab 2
 - C.** Consideration of Resumes for Open BOS SeatTab 3
 - D.** Administer Oath of Office to Newly Appointed Supervisor
 - i. Consideration of Compensation*
 - ii. Review of Chapter 190 FL Statutes*
 - iii. Review of Sunshine Laws and Code of Ethics for Public Employees*
 - E.** Consideration of Resolution 2022-04, Designating Officers of the DistrictTab 4
- 4. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** District Manager
 - i.** Presentation of Reserve Study.....Tab 5
- 5. BUSINESS ITEMS**
 - A.** Discussion Regarding Emergency and Pedestrian Gates
 - B.** Discussion Regarding Committee Assignments
 - C.** Discussion Regarding Landscaping Around Ponds
 - D.** Ratification of Pressure Washing AgreementTab 6
- 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, December 16 , 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	Board Supervisor; Chair
Roger Ohlson	Board Supervisor; Vice-Chair
William Diamond	Board Supervisor; Asst. Secretary
Eva Walker	Board Supervisor; Asst. Secretary

Also present were:

Jerry Whited	District Manager; Rizzetta & Company, Inc.
Lauren Gentry	District Counsel; KE Law
Rick Schappacher	District Engineer; Schappacher Engineering
David Kaiser	HOA President
Kitty Coryell	Landscape Committee Representative
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 from Mr. Brown pertaining to turf near the front pond, the perimeter wall update, and aquatics services. A discussion ensued on all topics.

On a motion by Mr. Gelman, seconded by Mr. Diamond, the Board unanimously approved to hold a special meeting on January 20th at 1:30 p.m. at the Palma Sola Trace Clubhouse for the Palma Sola Trace Community Development District.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of Board
Supervisors' Regular Meeting held on
October 28, 2021**

On a motion by Ms. Walker, seconded by Mr. Diamond, the Board unanimously approved to accept and file the minutes of the Board of Supervisors Meeting held October 28th, 2021 for the Palma Sola Trace Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations and
Maintenance Expenditures for August
2021 & September 2021**

On a motion by Mr. Gelman, seconded by Ms. Walker, the Board unanimously approved the operations and maintenance expenditures for the District for the months of August (\$) & September (\$), 2021 for the Palma Sola Trace Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

In the District Counsel update, the Aquatics Services contract was discussed. It was decided to continue with Crosscreek for the immediate future and check progress ahead of the January 20th meeting where further discussion will be had.

B. District Engineer

The Board received the District Engineer update revolving around the perimeter wall. January 7th will be the deadline for pressure washing bids to be submitted to the district for the perimeter wall. A discussion about the perimeter wall, post job pictures pressure washing, and cleaning agents took place.

C. District Manager

The Board received the District Management update. The reserve study is in progress and the site visit has been completed. The Board directed district management to create a local financial agreement to show in more easily available detail the expenses of the perimeter wall against the lump sum revenue.

SIXTH ORDER OF BUSINESS

Supervisor Requests

An additional discussion about aquatic services took place in supervisor requests.

SEVENTH ORDER OF BUSINESS

Adjournment

On a motion by Ms. Walker, seconded by Mr. Gelman, the Board unanimously approved to adjourn the meeting at 3:15 p.m. for the Palma Sola Trace Community Development District.

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Assistant Secretary

Chair / Vice Chair

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

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

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

Operation and Maintenance Expenditures December 2021 For Board Approval

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

The total items being presented: **\$92,388.82**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
BrightView Landscape services, Inc.	003554	7642443	Cut Plants for Wall Access 11/21	\$ 1,925.00
BrightView Landscape services, Inc.	003554	7642459	Wall Repair 11/21	\$ 570.96
BrightView Landscape services, Inc.	003558	7644743	Landscape Maintenance 12/21	\$ 748.00
BrightView Landscape services, Inc.	003554	7665292	Cut Plants for Wall Access 11/21	\$ 7,422.50
BrightView Landscape services, Inc.	003558	7672298	Irrigation Repair/Plant Removal for Wall 12/21	\$ 730.36
BrightView Landscape services, Inc.	003558	7677660	Irrigation Repair 12/21	\$ 474.88
Coastal Concrete Products, LLC	003560	2547	Perimeter Wall Repair 12/21	\$ 72,247.50
Crosscreek Enviornmental, Inc.	003561	10059	Aquatic Maintenance 12/21	\$ 725.00
Florida Power & Light Company	003555	21937-71157 11/21	3724 Summerwind Cir # Gate 11/21	\$ 13.79
Florida Power & Light Company	003555	56695-14423 11/21	3804 Bridlecrest Ln # PUMP 11/21	\$ 124.13
Florida Power & Light Company	003555	75654-55537 11/21	3807 75th ST W # ST LTS 11/21	\$ 116.85
Florida Power & Light Company	003555	84373-03152 11/21	4095 Overture Cir # GATE 11/21	\$ 21.58
KE Law Group, LLC	003556	864	Legal Services 11/21	\$ 247.50
KE Law Group, LLC	003556	865	Legal Services 11/21 Perimeter Wall	\$ 252.00

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	003552	INV0000063120	District Management Fees 12/21	\$ 4,122.50
Rizzetta & Company, Inc.	003552	INV0000063338	Mass Mailing For Perimeter Wall 11/21	\$ 180.67
Rizzetta Technology Services, LLC	003553	INV0000008259	Website Email & Hosting 12/21	\$ 100.00
Schappacher Engineering, LLC	003557	2043	Engineering Services 11/21	\$ 1,582.50
Securt Holdings, LLC dba CIA Access	003559	30826	Service Call for Access Control 12/21	\$ 783.10
Report Total				<u>\$ 92,388.82</u>

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$20,055.91**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
BrightView Landscape services, Inc.	003574	7683101	Landscape Maintenance 01/22	\$ 748.00
BrightView Landscape services, Inc.	003572	7701070	Remove Plants from Wall 12/21	\$ 4,775.00
BrightView Landscape services, Inc.	003574	7711106	Irrigation Repair 01/22	\$ 134.22
BrightView Landscape services, Inc.	003574	7711107	Irrigation Repair 01/22	\$ 222.61
Eva Walker	003566	EW121621	Board of Supervisors Meeting 12/16/21	\$ 200.00
Florida Power & Light Company	003569	21937-71157 12/2021	3724 Summerwind Cir # Gate 12/21	\$ 15.56
Florida Power & Light Company	003569	56695-14423 12/21	3804 Bridlecrest Ln # PUMP 12/21	\$ 144.32
Florida Power & Light Company	003569	75654-55537 12/21	3807 75th ST W # ST LTS 12/21	\$ 134.37
Florida Power & Light Company	003569	84373-03152 12/21	4095 Overture Cir # GATE 12/21	\$ 24.53
Florida Reserve Study and Appraisal, Inc.	003573	01052022	Reserve Study	\$ 1,900.00
Innersync	003570	20083	Website Compliance Quarterly Service 01/22	\$ 384.38
Joshua Tyler Douglas dba A Painters Touch LLC	003567	000887	Light Pole Painting 12/21	\$ 2,450.00
KE Law Group, LLC	003571	923	Legal Services 12/21	\$ 606.00
KE Law Group, LLC	003571	924	Legal Services 12/21 Perimeter Wall	\$ 18.00

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Peter Gelman	003563	PG121621	Board of Supervisors Meeting 12/16/21	\$ 200.00
Rizzetta & Company, Inc.	003565	INV0000064565	District Management Fees 01/22	\$ 4,222.50
Rizzetta & Company, Inc.	003575	INV0000064834	Annual Dissemination Agent Fee FY21/22	\$ 1,000.00
Roger Ohlson	003564	RO121621	Board of Supervisors Meeting 12/16/21	\$ 200.00
Schappacher Engineering, LLC	003576	2067	Engineering Services 12/21	\$ 2,002.50
Securt Holdings, LLC dba CIA Access	003568	30944	Service Call for Access Control 12/21	\$ 473.92
William M Diamond	003562	WD121621	Board of Supervisors Meeting 12/16/21	\$ 200.00
Report Total				<u>\$ 20,055.91</u>