

Palma Sola Trace Community Development District Board of Supervisors' Special Meeting September 15, 2023

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

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

Professionals in Community Management

Palma Sola Trace Community Development District

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

Board of Supervisors	Eva Walker Michael Coury Mary Gray William Diamond Dan Crumpler	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	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.

September 8, 2023

Board of Supervisors Palma Sola Trace Community Development District

CALL TO ORDER

REVISED FINAL AGENDA

Dear Board Members:

1.

The special meeting of the Board of Supervisors of the Palma Sola Trace Community Development District will be held on **Friday, September 15, 2023, at 10:00 a.m.** at the Palma Sola Trace Clubhouse, located at 7408 Hamilton Road, Bradenton, Florida 34209. The following is the tentative agenda for this meeting:

2.	AUD	DIENCE COMMENTS
3.	STA	FF REPORTS
	Α.	District Counsel
	В.	District Engineer
		1. Presentation of Fence Repair SummaryTab 1
		2. Discussion of Central DitchTab 2
	С.	District Manager
		 Consideration of Third Addendum for
		Professional District ServicesTab 3
4.	BUS	SINESS ITEMS
	Α.	Public Hearing on FY 2023-2024 Final Budget
		1. Consideration of Resolution 2023-06,
		Adopting the FY 2023-2024 Final BudgetTab 4
	В.	Public Hearing on FY 2023-2024 Imposing Special Assessments
		 Consideration of Resolution 2023-07, Adopting the
		Special Assessments for FY 2023-2024Tab 5
	C.	Consideration of Resolution 2023-08,
		Adopting the Fiscal Year 2023-2024 Meeting ScheduleTab 6
	D.	Consideration of North/South Gate Re-Planting Proposal Tab 7
	Ε.	Presentation of Website Audit for August 2023Tab 8
5.	BUS	INESS ADMINISTRATION
	Α.	Consideration of Minutes of Board of Supervisors'
		Special Meeting held on June 22, 2023Tab 9
	В.	Consideration of Operations & Maintenance
		Expenditures for June and July 2023Tab 10
6.	Res	ignation
	Α.	Consideration of ResignationTab 11
7.		ERVISOR REQUESTS
8.	ADJ	OURNMENT

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,

Matthew Huber

Matthew Huber District Manager

Tab 1

SCHAPPACHER ENGINEERING, LLC



September 8, 2023

Palma Sola Trace Fence Repair Summary

The vendor that we reached out to for the fence repair behind the condo was unable to obtain the type of existing fence and ran into proprietary issues. He recommended that we reach out to a fence vendor that could provide a product very similar to the existing and would be more economical than a handyman for this work.

We reached out to three fence vendors and were able to get proposals from two companies. In meeting with the companies in the field, it was discovered that the existing fence behind the adjacent condos also had sections that had failed. This failure was due to the posts being mounted in the top cap of the segmented block wall, which is only tacked to the remainder of the wall and per the wall manufacturer's literature, the fences should not be attached to the wall. We reached out to the vendors to have them install the fence approximately 3' behind the existing segmented block wall.

The two proposals were from USA Fence and Family Fence. They provided the proposal on their forms, so we have summarized below to enable us to compare the prices. The original section of fence that fell during the storm measured approximately 135'. The section behind the adjacent condo's measures approximately 263'. Both vendors indicated that there was a six to eight week time frame to match the existing fence style, but they both could provide a similar fence with only a week delivery. Since the actual proposals did not include a linear foot price, we calculated this price. USA also provided a proposal for commercial grade versus residential grade. For this application, a residential grade would be adequate.

The price from USA Fence was based on a lump sum price for 275'. They also had a price of \$500 for removal of the old fence. So their unit price computes to \$28.88 per linear foot.

The price from Family Fence was broken down by the two separate sections. The eastern section, where the fence has fallen measures 135'. Their price includes removal of the existing fence as well as a price of \$250 for permitting. Their unit price computes to \$28.74 per linear foot for this section and \$27.26 per linear foot for the second section.

Using these unit prices the total costs for the fence replacement would be as follows:

East Section (where fence has fallen) = 135 LF

USA Fence: 135 x \$28.88 = \$3,898.80 Family Fence: 135 x \$28.74 = \$3,880.00

West Section = 263'

USA Fence: 263 x \$28.88 = \$7,595.44 Family Fence: 263 x \$27.26 = \$7,170.00

Both Sections

USA Fence: \$3,898.80 + \$7,595.44 = \$11,494.24 Family Fence: \$3,880 + \$7,170.00 = \$11,050.00 - \$500 (1 permit only) = \$10,080.00

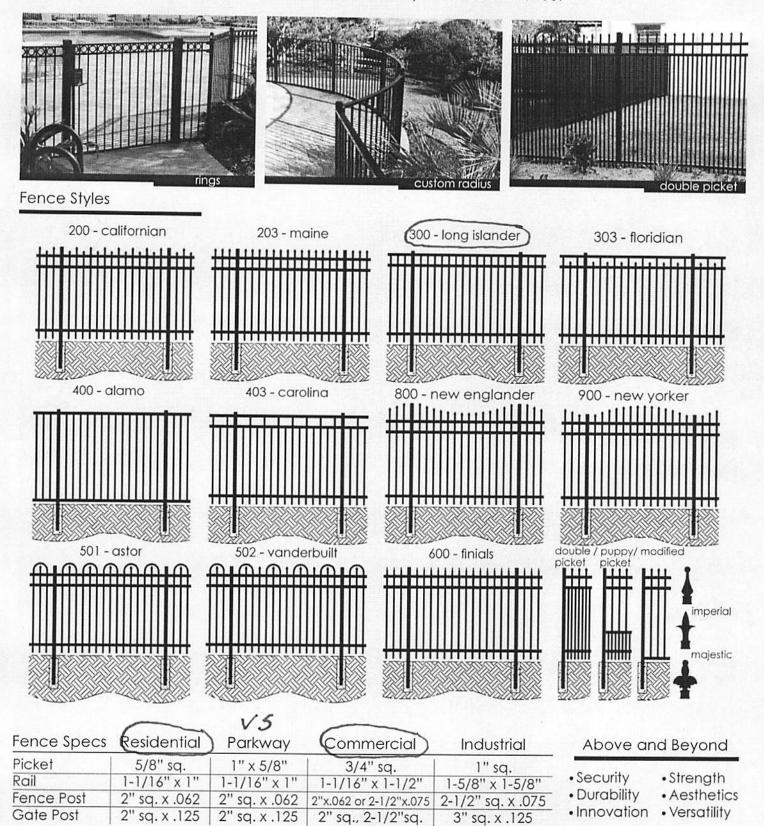
Prepared By: Rick Schappacher, P.E., District Engineer

3604 53rd Ave. East - Bradenton, Florida 34203 Phone: (941) 251-7613 Web: www.schappachereng.com

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	Anni Super	VEENO	& OPERA	
	CO	MPANY		E ESTIMATES -571-5946
THE GREATER over 2.1	00 A reviews OFFICE	<i>lorida Inc.</i> Office Hour	- Éav	813-946-7001
Brondon, Horido Best Price	~ Fast Service 625 N. Prairie Industri	al Pkwy. Monday - Frid	lay E-mail: fam	ilyfencefla@gmail.com milyfencetampa.com
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SPECIALIZING IN VINYL/PVC • POWDE	: <i>Celebrating</i> R COATED ALUMINUM • CHAI	21 years in business N LINK	alela	ED 🗆 APPROVED
Sold To Schar	ppacher		ate $\frac{9/5}{2}$	s orle
Address 7408	Hamilton Rd		none (941) 730	1229
City <u>Bradurdor</u> Subdivision <u>Palm</u>			nail ()_	happachereng.com
Level across the top	PVC	Aluminum 235	263 Chain	2
	Height: 4' 5' 6 Color: WHT Tan T& G Privacy Lattice	Other Style:	Meight:	
	Other Style:	Ascott	Belmont Hamilton	
Fence will be level with highes (Customer to fill in gaps)	signade		onze Top Ra	1
Follow grade of ground	Gate: Size:	Picket Spacing:	Tensior	ı Wire
	Flat Cap Ball Ca Gothic Cap Federa Hardware:	tion Gate: Size:	Gate: Gate:	Size: Size:
Fence will be uneven across	White Black	Hardware: Stain		
and may still have gaps at the	bottom Post: <u>5 x 5</u>	Post: 2 x 2	Post:	2x2
HOA Needed: Yes HOA approved: Yes	No Removal of Fence			nit Needed, Yes No Pool: Yes No
(If HOA approval require HOA submitted by Hor	red, customer must provide a sur meowner: By Family Fen		1) Vern	I to: ffhoas@gmail.com
NOTES: (1) 135 0	f 4' tall			ginameter g
black aluminum	ascoll.	A Install	Paris	
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\$ \$10,300.00	for both jobs of	(m) de		
NOTICE: Family Fence wil	permit need			
You Dig" Service to locate u (electric, gas, cable, interne	inderground public utilities			
Homeowner is responsible a property survey and t	he location of all other	Feet from front		Feet from front
underground obstructions i lines, landscape lighting wir	re, etc.	Feet past rear		_ Feet past rear
	furnish labor and material comp			
	ng sales tax) \$QUQU completion. Fence material is ence until balance is paid in full.	E Before Discount	ts 50% Deposit 50% Balance	
	for 30 days from this date	12-11		20/202 2.20
.**	Estimator's Name	es, specifications and	Phone	2"5) <u>293-9087</u>
VISA* MesterCord AMERICA	SS NETWORK			Date

FENCE

Ideal offers four series of aluminum fence to meet your needs. Additional picket spacing and rail height options are available. All fence options provide heightened security, protect loved ones, and increase property value. Ideal's elegant ornamental aluminum fencing, with Idealcoat powder coated finish, provides a maintenance-free fence that will last for years. All of our styles are sleekly designed, with clean lines, and add a unique finishing touch to any outdoor space. Also, our Parkway Series, with 1" rectangular pickets, is a cost effective way to add a premium look to your residential fence.



DATE	SUBMITTED
8/24/2	SUBMITTED 23
CONT.	

PROPOSAL

USA Fence Company

DATE ORDERED

DATE PROMISED

1209 44th Ave. Bradenton. FL 34203-3629 Ph. (941) 756-8727 Fax (941) 753-21 09 (800) 741-1711

BILL TO	
Palma Sola Trace	
ADDRESS 75th st w	
CITY Bradenton Fl 34209	
JOB LOCATION	PHONE 941-251-7613
DESCRIPTION OF WORK Fence work	
DATE OF PLANS 8/24/23	ARCH rick@schappachereng.com
BUYER'S AGENT Rick Schappacher	Fax

TOTAL INSTALLED PRICE \$8391.52 Good Until 60 days

TERMS 50 % Down

BALANCE UPON COMPLETION

	DESCRIPTION		CHAIN LINK FENCE
Option 2	275' of 4' tall black aluminum three rail		Total Height
	flat top commercial aluminum fence		Post Spaced Style Fence
			Gauge 9 11-1/2
	all post will be set in concrete		Knuckled
			Safeguard 🔲 X X X
			Top RailO.D.
	Removal of old fence option add \$500.00		Line Post O.D. End Post O.D.
			Corner Post 0.D.
			Walk Gate Post O.D.
			Drive Gate Post 0.D.
			Gate Frames O.D.
			WOOD/VINYL/ALUMINUM
			Style <u>Aluminum</u>
			Height <u>4'</u> Post <u>2"x2"</u>
			Walk Gate
			Drive Gate
			BOARDS
			Hor. Shadow Box 🔲 6 🔲 4 🛄
			Vert. Shadow Box 6 4 4
	SUBJECT TO ACCEPTANCE OF CONTI	RACT	Special
Salesman 🚢	***Jim Perry 941-782-7101**** jim.perry@myus	afence.com	Split Rail $2 \square 3 \square$

DATE SUBMITTED 8/24/23	
CONT.#	

PROPOSAL

USA Fence Company

DATE ORDERED

1209 44th Ave. Bradenton. FL 34203-3629 Ph. (941) 756-8727 Fax (941) 753-21 09 (800) 741-1711

BILL TO	
Palma Sola Trace	
ADDRESS 75th st w	
CITY	
Bradenton Fl 34209	
JOB LOCATION	PHONE 941-251-7613
DESCRIPTION OF WORK Fence work	
DATE OF PLANS 8/24/23	ARCH rick@schappachereng.com
BUYER'S AGENT Rick Schappacher	Fax

TOTAL INSTALLED PRICE \$7443.29

_____ Good Until<u>60 days</u>

TERMS 50 % Down

BALANCE UPON COMPLETION

	DESCRIPTION		CHAIN LINK FENCE
Option 1	275' of 4' tall black aluminum three rail		Total Height
	flat top residential aluminum fence		Post Spaced
<u> </u>	nut top residential aluminum tence		Style Fence
			Gauge 🛛 🤉 🗋 11-1/2
	all post will be set in concrete		Knuckled
			Safeguard $\Box X X X$
			Top Rail
	Removal of old fence option add \$500.00		Line PostO.D.
	romoval of old rence option add \$500.00		End Post 0.D.
			Corner Post 0,D.
.			Walk Gate Post 0.D.
			Drive Gate Post 0.D.
			Gate Frames
			WOOD/VINYL/ALUMINUM
			Style Aluminum
			Height <u>4'</u>
			Post 2"x2"
			Walk Gate
			Drive Gate
			BOARDS
			Stockade 🔲 6 🗍 4 🗍
			Hor. Shadow Box 🔲 6 🔲 4 🗖
			Vert. Shadow Box 🔲 6 🔲 4 💭
			Pres. treated
	SUBJECT TO ACCEPTANCE OF CONTI		Special
Salesman 土	***Jim Perry 941-782-7101**** jim.perry@myus	afence.com	Split Rail 2 2 3

Tab 2

EASEMENT DEDICATION:

THERE ARE HEREBY EXPRESSLY RESERVED, NON-EXCLUSIVE PERPETUAL EASEMENTS OF TEN FEET IN WIDTH ALONG EACH FRONT LOT LINE, FIVE FEET IN WIDTH ALONG EACH REAR LOT LINE, AND FIVE FEET IN WIDTH ALONG EACH SIDE LOT LINE FOR THE EXPRESS PURPOSE OF ACCOMMODATING SURFACE AND UNDERGROUND DRAINAGE AND UNDERGROUND UTILITIES. SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. WHERE MORE THAN ONE LOT IS INTENDED AS A SINGLE BUILDING SITE, THE OUTSIDE BOUNDARIES OF SAID BUILDING SITE SHALL CARRY SAID EASEMENTS.

THERE ARE HEREBY EXPRESSLY RESERVED FOR THE PALMA SOLA TRACE PROPERTY OWNERS ASSOCIATION, INC., NON-EXCLUSIVE PERPETUAL EASEMENTS OVER TRACTS R-1, R-2, R-3, R-4, R-5, R-6, R-7, R-8, AND R-9 FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF A PRIVATE IRRIGATION SYSTEM.

CERTIFICATE OF APPROVAL OF CLERK OF CIRCUIT COURT

STATE OF FLORIDA) COUNTY OF MANATEE) :SS

, R.B. SHORE, CLERK OF THE CIRCUIT COURT OF MANATEE COUNTY, FLORIDA, HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED AND THAT IT COMPLIES IN FORM WITH ALL THE REQUIREMENTS OF THE STATUTES OF FLORIDA PERTAINING TO MAPS AND PLATS, AND THAT THIS PLAT HAS BEEN FILED FOR RECORD IN PLAT BOOK 46 ON PAGES 146 THROUGH 157 OF THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA, THIS 110 DAY OF August, A.D., 2005.

CERTIFICATE OF APPROVAL OF THE CITY OF BRADENTON

STATE OF FLORIDA) COUNTY OF MANATEE) :SS

T IS HEREBY CERTIFIED THAT THIS PLAT HAS BEEN OFFICIALLY APPROVED FOR RECORD AND ALL OFFERS OF DEDICATION ACCEPTED BY THE COUNCIL OF THE CITY OF BRADENTON, THIS DAY OF <u>Kagua</u>, A.D., 2005.

CITY CLERK

CERTIFICATION BY THE DIRECTOR! OF PUBLIC WORKS

STATE OF FLORIDA) COUNTY OF MANATEE) :SS

IT IS HEREBY CERTIFIED THAT A SURETY BOND HAS BEEN POSTED WITH THE CITY OF BRADENTON FOR A SUFFICIENT AMOUNT TO ASSURE COMPLETION OF ALL PUBLIC IMPROVEMENTS. THE AMOUNT OF THE BOND IS \$___ ____ WHICH REPRESENTS 110% OF AN ENGINEERING COST ESTIMATE OF THE ABOVE NAMED IMPROVEMENTS THAT REMAIN, BASED ON THE FINAL P.D.P. PLAN

APPROVED: _ DIRECTOR OF PUBLIC WORKS

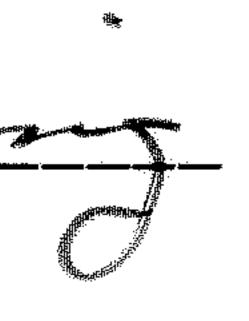
NOTARY ACKNOWLEDGEMENT

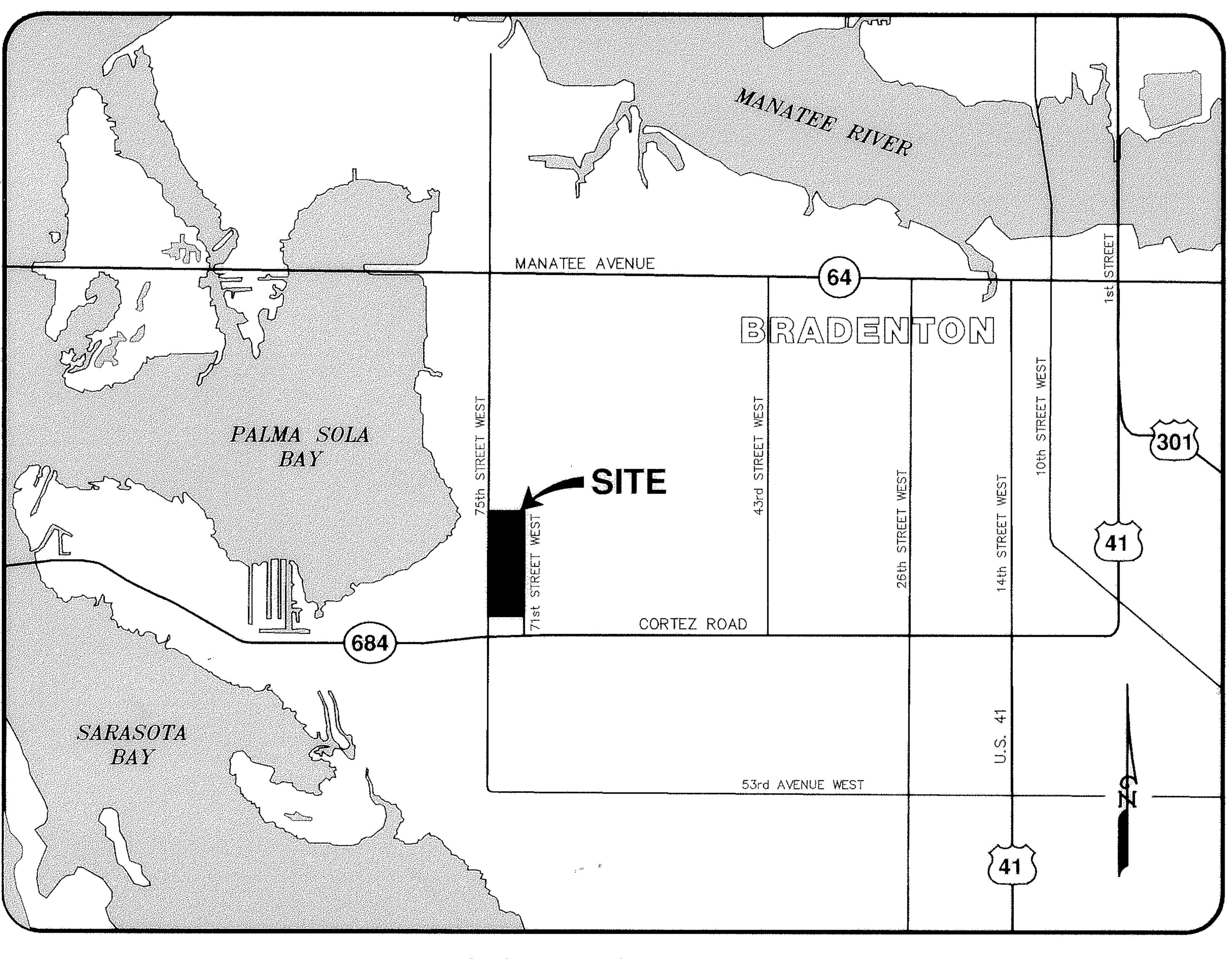
STATE OF FLORIDA) COUNTY OF MANAGES \ . CO

R.B. SHORE, CLERK OF CIRCUIT COURT MANATEE COUNTY FLORIDA









PLAT NOTES:

- CONTROL POINTS "M 087" AND "M 106". (HAVING A SCALE FACTOR OF 0.9999897)
- NOTED.

MA SOLA TRACE IN THE CITY OF BRADENTON SECTION 6, TOWNSHIP 35 SOUTH, RANGE 17 EAST MANATEE COUNTY, FLORIDA

LOCATION MAP (NOT TO SCALE)

SUBDIVISION PLATS BY NO MEANS REPRESENT A DETERMINATION ON WHETHER PROPERTIES WILL OR WILL NOT FLOOD. LAND WITHIN THE BOUNDARIES OF THIS PLAT MAY OR MAY NOT BE SUBJECT TO FLOODING; THE DEVELOPMENT SERVICES DIVISION HAS INFORMATION REGARDING FLOODING AND RESTRICTIONS ON DEVELOPMENT.

NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

COORDINATES, IN U.S. SURVEY FEET, SHOWN HEREON REFER TO THE FLORIDA STATE PLANE COORDINATE SYSTEM (WEST ZONE) AND REFLECT THE 1983 NORTH AMERICAN DATUM (1990 RE-ADJUSTMENT) AND ARE BASED ON NATIONAL GEODETIC SURVEY

BEARINGS SHOWN HEREON REFER TO THE FLORIDA STATE PLANE COORDINATE SYSTEM (WEST ZONE) AND REFLECT THE 1983 NORTH AMERICAN DATUM (1990 RE-ADJUSTMENT) AND THE SOUTHERLY LINE OF COUNTRY VILLAGE CONDOMINIUM SECTIONS 11, 14 & 13, BEING S.88'57'52"E. SAID LINE BEING THE NORTHERLY BOUNDARY OF THIS PLAT.

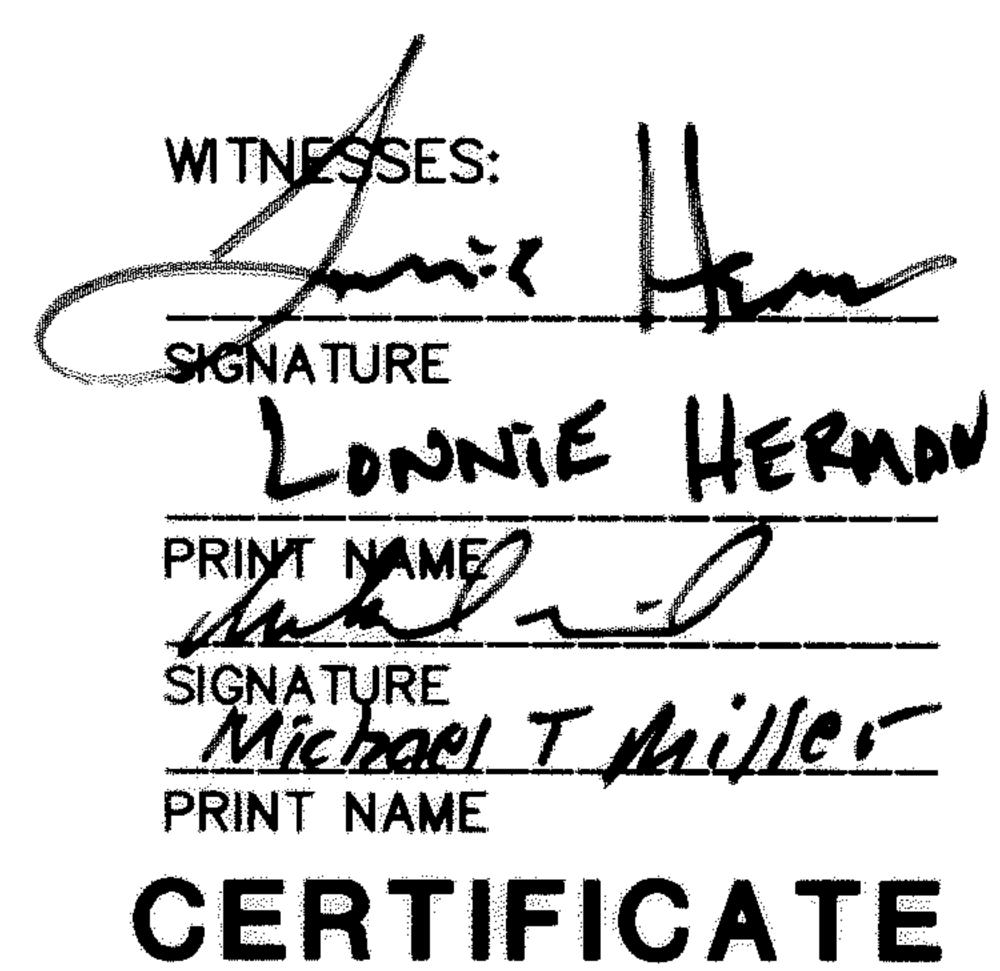
. BY SCALED DETERMINATION THE SUBJECT PROPERTY APPEARS TO LIE IN FLOOD ZONES "A13" (EL 12) 3/15/84, "B" (AREAS BETWEEN LIMITS OF 100-YEAR FLOOD AND 500-YEAR FLOOD) AND "C" (AREAS OF MINIMAL FLOODING), PER FLOOD INSURANCE RATE MAP FOR MANATEE COUNTY, FLORIDA, COMMUNITY PANEL NUMBERS 120153 0307 B. MAP REVISED MARCH 15, 1984 AND 120153 0309 C, MAP REVISED JULY 15, 1992. F.I.R.M. MAP INDEX REVISED JUNE 30, 1999. AN ACCURATE ZONE DETERMINATION SHOULD BE MADE BY THE PREPARER OF THE MAP, THE FEDERAL EMERGENCY MANAGEMENT AGENCY, OR THE LOCAL GOVERNMENT AGENCY HAVING JURISDICTION OVER SUCH MATTERS PRIOR TO ANY JUDGMENTS BEING MADE FROM THE ZONE AS

STATE OF FLORIDA) DEDICATE THE FOLLOWING:

TO THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT, A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT, CREATED PURSUANT TO CHAPTER 190, FLORIDA STATUTES, IT SUCCESSORS AND/OR ASSIGNS, TO BE SUBSEQUENTLY CONVEYED BY THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT TO THE CITY OF BRADENTON IN MANATEE COUNTY, FLORIDA, UPON COMPLETION, FOR USE BY THE GENERAL PUBLIC FOREVER, THE FOLLOWING: A) STREETS, RIGHTS-OF-WAY, AND THOROUGHFARES, AS DEPICTED ON THIS PLAT (TRACTS R-1, R-2, R-3, R-4, R-5, R-6, R-7, R-8, AND R-9).

TO THE CITY OF BRADENTON, IN MANATEE COUNTY, FLORIDA, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, IT SUCCESSORS AND/OR ASSIGNS, THE FOLLOWING: A) TRACT D-1 (20' RIGHT OF WAY ALONG 71ST STREET WEST)

OF <u>May</u>, 2005.



STATE OF FLORIDA) COUNTY OF MANATEE) :SS

THE DEDICATIONS TO THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT ACCEPTED AT AN OPEN MEETING OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT BY THE BOARD OF SUPERVISORS OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT, A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT, CREATED PUSUANT TO CHAPTER 190. FLORIDA STATUTES.

THIS _____ DAY OF _____, 2005, PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT, A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT, CREATED PURSUANT TO CHAPTER 190, FLORIDA STATUTES.

PLAT BOOK <u>46</u>, PAGE <u>146</u> SHEET 1 OF 12 79218CERTIFICATE OF OWNERSHIP AND DEDICATION COUNTY OF MANATEE) :SS THE UNDERSIGNED, TAYLOR WOODROW HOMES-CENTRAL FLORIDA DIVISION, L.L.C., A FLORIDA LIMITED LIABILITY COMPANY, IS THE OWNER OF THE PROPERTY DESCRIBED HEREON, HAS CAUSED THIS PLAT ENTITLED "PALMA SOLA TRACE" TO BE MADE, AND DOES HEREBY TO THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT, A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT, CREATED PURSUANT TO CHAPTER 190, FLORIDA STATUTES, IT SUCCESSORS AND/OR ASSIGNS, THE FOLLOWING: A) ALL PUBLIC DRAINAGE EASEMENTS AND PUBLIC DRAINAGE & MAINTENANCE ACCESS EASEMENTS SHOWN ON THIS PLAT. B) TRACTS C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8, C-9, C-10,

AND C-11 C) NON-EXCLUSIVE PERPETUAL EASEMENTS OF TEN(10) FEET IN WIDTH ALONG ALL FRONT AND FIVE(5) FEET ALONG ALL SIDE AND REAR LOT LINES FOR THE EXPRESS PURPOSE OF ACCOMMODATING SURFACE AND UNDERGROUND DRAINAGE AND UNDERGROUND UTILITES AND SERVICES WHICH ARE AUTHORIZED TO BE PROVIDED, CONDUCTED OR PERFORMED PURSUANT TO CHAPTER 190, FLORIDA STATUTES. WHERE MORE THAN ONE LOT IS INTENDED AS A SINGLE BUILDING SITE, THE OUTSIDE BOUNDARIES OF SAID BUILDING SITE, SHALL CARRY SAID EASEMENTS.

B) ALL UTILITY EASEMENTS AS SHOWN ON THIS PLAT.

TO THE PALMA SOLA TRACE PROPERTY OWNERS ASSOCIATION, INC., ITS SUCCESSORS AND/OR ASSIGNS, THE FOLLOWING:


A) TRACTS H-1, H-2, AND H-3. TRACTS L-1, L-2, L-3, L-4, L-5, L-6.

ALL IRRIGATION EASEMENTS SHOWN ON THIS PLAT.

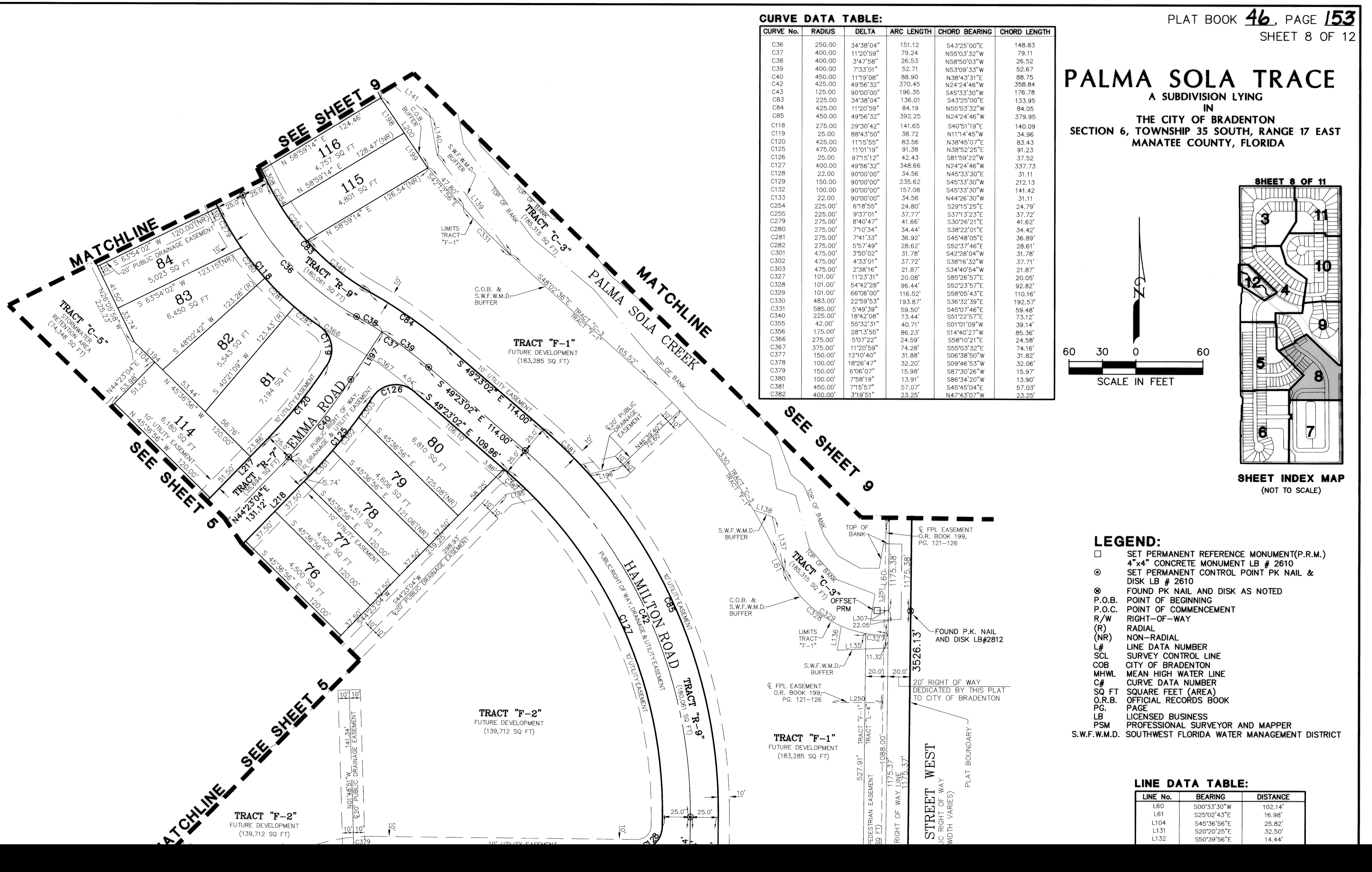
IN WITNESS HEREOF, THE FOREGOING HAS SET HIS HAND AND SEAL THIS _____ IO ____ DAY

TAYLOR WOODROW HOMES-CENTRAL FLORIDA DIVISION, L.L.C., A FLORIDA LIMITED LIABILITY COMPANY SHAD TOME


CERTIFICATE OF ACCEPTANCE



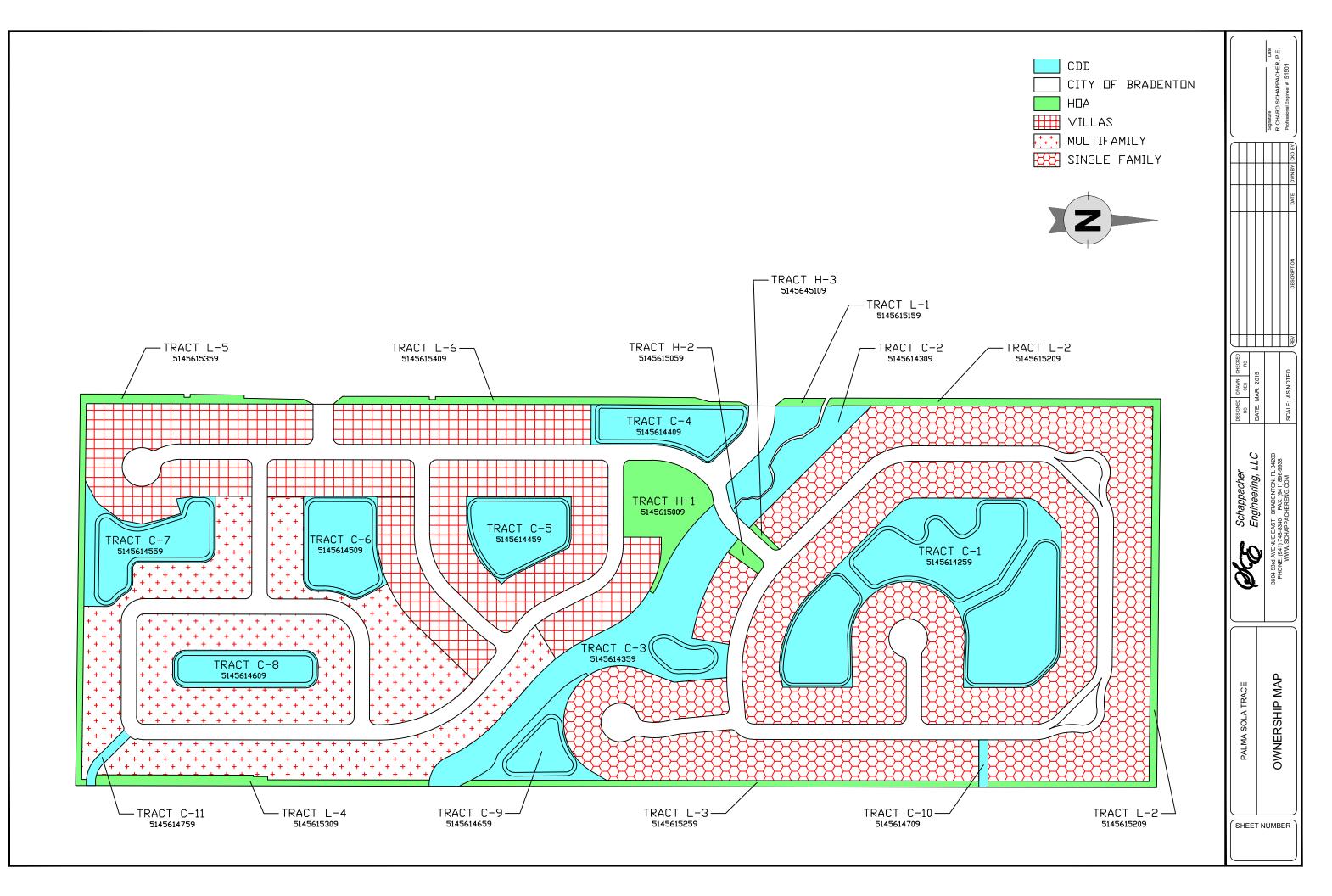
STANCE 48.30' 32.38' 39.24' 30.98' 53.55' 9.56' 57.68' 17.58' 23.69' 23.69' 29.25'		ALI	6, T(HE CITY DWNSHIF		DENTON TH, RANGE	E LAS
27.92' 59.39'					• •	FLORIDA	
30.17'		n an	an an an Arrien an Ar Arrien an Arrien an Ar Arrien an Arrien an Ar	n - 1997) 1999 - Miller - Charles Ingeles (1999) 1997 - Maria Sarri, and Antonio Sarri, 1997 - Antonio Sarri, 1997 - Antonio Sarri, 1997	en e	DATA TAE	and and a second se A second secon Second second
18.39' 19.14'	LINE No. L52	BEAR N72 ' 08'		DISTANCE 51.01'	LINE No.	BEARING	DISTANCE
48.25' 7.27'	L53 L54	N62'58'	'40"₩	36.98'	L89 L90	S01*05'24"E S63*32'09"E	26.64' 8.50'
22.17' 3.07'	L55	N00*27 N89*32'	'09"W	6.09' 1.24'	L91 L92	S16'36'04"E S39'06'04"E	46.60' 6.67'
8.07'	L56 L57	N90'00 S47'54		74.46' 7.96'	L93	S39'06'04"E	8.29'
8.59' 9.44'	L58 L63	S48·39 S44·19		61.46' 56.09'	L94 L95	S84*06'04"E S59*38'03"E	15.03' 44.32'
7.48'	L64	S00*27	'51"₩	88.98'	L96 L97	S44*51'50"E S54*16'04"E	113.04' 58.72'
7.96' 23.19'	L65 L66	S00*27 S62*58		153.04' 27.95'	L98	S80'02'52"W	41.42'
19.26'	L67 L68	S62*58		27.95'	L99 L149	S46*43'08"E S53*45'16"E	190.33' 56.07'
3.50' 9.67'	L69	S88*58 S88*58	'33"E	22.47 ' 22.28'	L150 L151	S45'35'35"E	64.45'
2.22' 7.42'	L70 L71	S88*58 S00*27'		22.12' 97.79'	L152	S80*02'41"E S46*43'22"E	34.90' 97.17'
23.32' 22.28'	L72 L73	S49*49'	'25"E	62.58'	L153 L154	S05*53'56"W S39*06'04"E	15.74' 13.79'
30.06'	L73 L74	S40*10' S69*29'		117.00′ 132.04 '	L155 L156	S84*06'04"E	36.86'
38.45' 39.54'	L76 L77	S00*27' S89*32'	· · · · · ·	18.52' 1.24'	L156	S29'53'39"E S08'51'24"E	16.84' 74.74'
33.80' 9.15'	L78	S00'36'	28"W	129.68'	L158 L159	S43*35'51"E S87*26'53"E	26.00' 10.49'
6.49'	L79 L80	S00'36' S58'06		96.31' 115.18'	L160	\$66'37'03"₩	31.34'
31.99' 3.33'	L81 L82	S29*29 S12*03		64.35' 38.28'	L161 L162	S85*16'59"E S58*04'54"E	28.55' 54.75'
	L83	S42'04	'01"E	43.01'	L163 L164	S43 * 44'51"E S61*54'01"E	45.86' 108.01'
	L84 L85	S66 · 34 S68 · 13'		35.39' 29.98'	L165	S44*26'30"E	20.33'
	L86 L87	S87 * 56 S44*26		34.66' 29.30'	L166	\$44*26'30"E	20.84'
	L88	S19•35'	'37"E	5.37'			
	and the second secon	URVE No.	DAIA RADIUS	an a	<u>aan 1997 (iyo soo soo soo soo soo soo soo soo soo s</u>	TH CHORD BEARIN	IG CHORD
		C1	150.00	100100		N65*56'17"W	117.40
		C2 C3	270.00 100.00		4	S47*51'27"W S66*06'08"W	7.14 60.10
		C4 C5	150.00 525.00			N63*14'11"E S45*46'45"E	104.34 24.51
×.		C6	200.00	0 45.00,00)" 157.08	S21*56'30"E	153.07
		C31 C32	525.00 525.00			S69*26'30"E S70*46'45"E	443.75 421.42
		C33 C34	270.00 270.00			S24*35'12"W S23*49'45"W	219. 88 213.34
		C50	197.0	0 46'04'33	5" 158.42	N65*56'17"W	154.19
		C51 C52	22.00 125.00			S74*53'10"E S78*21'31"W	23.31 22.79
		C53 C54	125.0	0 40.42'22	2" 88.81	N63*14*11"E	86.95
		C55	22.00 225.0			N00 * 46'45"W S21*56'30"E	30.38 172.21
		C76 C77	550.0 22.00			S73'08'09"E S85'31'36"W	399.68 29.81
		C78	175.00	0 40.42,22	2" 124.33	N63*14*11"E	121.73
		C79 C80	75.00 245.0			S66*06'08"W S24*35'12"W	45.07 199.52
		C101 C102	295.0 22.00			S18•16'55"W N03•26'50"W	179.61 27.96
		C103	111.00) 46°04'33	s" 89.26	N65*56'17"W	86.88
		C104 C115	175.00 500.00			S21 * 56'30"E S69*26'30"E	133.94 422.62
		C136	22.00	" 72°07'37	~" 27.69'	S06*49'11"W	25.90'
		C137 C138	22.00 225.00	0' 10 ' 40'19	" 41.91'	S36*50'34"E S39*06'21"E	5.82' 41.85'
		C139 C140	225.00 225.00			S26 * 49'05"E S12 * 59'32"E	
		C141	225.00	oʻ 6*40'35	" 26.22'	S02 *46'48 "E	26.20'
		C189 C190	550.00 550.00			S85*47'48"E S77*30'55"E	108.55' 50.25'
		C191 C192	550.00 550.00)' 5·14'12'	50.27	S72*16'44"E S67*02'32"E	50.25'
		C193	550.00)' 5 •14'12'	' 50.27'	S61*48'20"E	50.25' 50.25'
		C194 C195	550.00 550.00			S56 * 34'09"E S52 * 53'25"E	50.25' 20.36'
		C196	672.00)' 4 •42'08	" 55.15'	S51*35'59"E	55.13'
		C197 C198	672.00 672.00			S56 * 34'09"E S61*48'20"E	61.40' 61.40'
		C199 C200	672.00 672.00)' 5'14'12'	61.42'	S67*02'32"E S72*16'44"E	61.40'
		C201	672.00)' 5 *14 '12'	61.42'	S77 * 30'55"E	61.40' 61.40'
		C207 C208	500.00 175.00			S47 [•] 28'12"E S27 [•] 33'14"E	52.83' 101.68'
	-		ينه الميج الجاسي				, u , s ⊂∧©/
		C209 C220	175.00 500.00			S05'03'14"E S77'33'51"E	34.23' 65.99'

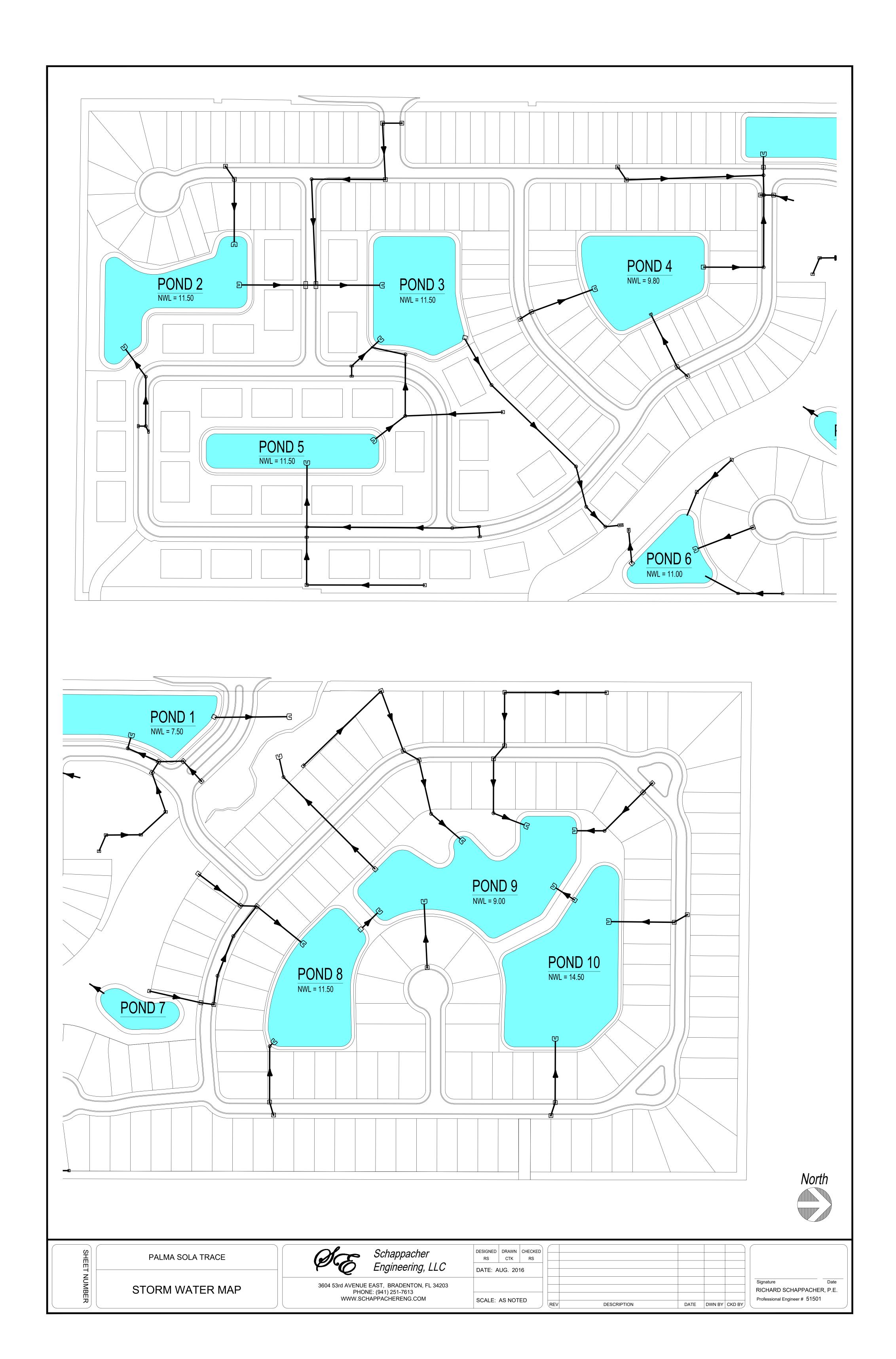


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LINE No.	BEARING	DISTANCE
L60	S00'33'30"W	102.14
L61	S25'02'43"E	16.98'
L104	S45'36'56"E	25.82'
L131	S20*20'25"E	32.50'
1132	SE0.70'E6"E	1 1 1 1 1



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					FLORIDA	
		60	30		60	
			SCAL	E IN FEE		
	CURVE No.	an a	TABLE: Delta	ARC LENGTH		ALADD LENATL
	CURVE NO. C29 C30	KADIUS 350.00 200.00	DELIA 8'40'30" 30'30'41"	AKC LENGIH 52.99 106.50	CHORD BEARING S08'46'45"E N02'08'20"E	CHORD LENGTH 52.94 105.25
	C35 C68	150.00 325.00	30 30 41 63*20'33" 8*40'30"	165.83 49.21	NO2'08'20'E N57'46'14"W S08'46'45"E	100.20 157.51 49.16
	C69 C70	225.00 35.00	25'30'03" 47'58'07"	49.21 100.14 29.30	S00 40 45 E N00 21'59"W S11 36'01"E	49.10 99.32 28.45
	C71 C72	63.00 22.00	288*49'38" 61*24'04"	317.58 23.58	S71*10'15"E N42*32'32"E	73.32 22.46
	C73 C74	175.00 375.00	24*57'30" 8*40'30"	76.23 56.78	N00*38'15"W S08*46'45"E	75.63 56.72
	C82 C117	175.00 125.00	63 · 20'33" 63 · 20'33"	193.47 138.19	N57 * 46'14"W N57 * 46'14"W	183.77 131.26
	C171 C172	325.00' 325.00'	5*35'22" 3*05'08"	31.71' 17.50'	S07*14'11"E S11*34'26"E	31.69' 17.50'
	C173 C174	225.00' 225.00'	9*00'33" 13*16'45"	35.38' 52.15'	S08*36'44"E S02*31'56"W	35.34' 52.03'
	C175 C176	225.00' 63.00'	3*12'45" 28*29'16"	12.61' 31.32'	S10*46'41"W S21*20'26"E	12.61' 31.00'
	C177 C178	63.00' 63.00'	38 * 13'57" 38*13'57"	42.04' 42.04'	S12 ' 01'10"W S50 ' 15'07"W	41.26' 41.26'
	C179 C180	63.00' 63.00'	38 · 13'57" 38 · 13'57"	42.04' 42.04'	S88*29'04"W S53*17'00"E	41.26' 41.26'
	C181 C182	63.00' 63.00'	38'13'57" 44'11'02"	42.04' 48.58'	S15'03'03"E S26'09'26"W	41.26' 47.39'
	C183 C184	63.00' 175.00'	24 * 59'37" 18*53'58"	27.48' 57.72'	S60*44`46"W S02*23`31"W	27.26' 57.46'
	C185 C186	175.00' 375.00'	6'03'32" 5'09'48"	18.51' 33.79'	S10*05'14"E S10*32'06"E	18.50' 33.78'
	C187 C202	375.00' 185.00'	3·30'42" 38·13'57"	22.98' 123.45'	SO6*11'51"E S50*15'07"W	22.98' 121.17'
	C203 C204 C205	185.00' 185.00' 185.00'	38'13'57" 38'13'57" 38'13'57"	123.45' 123.45' 123.45'	S88*29'04"W S53*17'00"E	121.17' 121.17'
	C205 C206 C247	185.00' 185.00' 175.00'	38*13'57" 16*59'30" 2*50'56"	123.45' 54.86'	S15'03'03"E S12'33'41"W	121.17' 54.66'
	C247 C248 C249	175.00' 175.00' 175.00'	2*59'56" 10*54'07" 11*01'06"	9.16' 33.30' 33.65'	S87*56'32"E S80*59'31"E S70*01'54"E	9.16' 33.25' 33.60'
	C249 C250 C251	175.00' 175.00' 175.00'	11°01'06" 11°01'06" 11°01'06"	33.65' 33.65' 33.65'	S70°01'54"E S59°00'48"E S47°59'42"E	33.60' 33.60' 33.60'
	C252 C253	175.00' 175.00' 175.00'	11'01'06" 11'01'06" 5'22'05"	33.65' 33.65' 16.40'	S47 59 42 E S36*58'35"E S28*47'00"E	33.60' 33.60' 16.39'
	C270 C271	299.00' 299.00'	5 22 05 2*44'36" 11*09'27"	14.32' 58.23'	S28 47 00 E S88*04'12"E S81*07'11"E	16.39 14.32' 58.13'
	C272 C273	299.00' 299.00' 299.00'	11'09'27 11'01'06" 11'01'06"	56.25 57.50' 57.50'	S70'01'54"E S59'00'48"E	58.15 57.41' 57.41'
	C274 C275	299.00' 299.00' 299.00'	11°01'06" 11°01'06"	57.50' 57.50' 57.50'	S47*59'42"E S36*58'35"E	57.41' 57.41'
	C276 C277	299.00' 125.00'	5*22'05" 42*38'57"	28.01' 93.05'	S28'47'00"E S68'07'02"E	28.00' 90.91'
	C278 C320	125.00' 300.00'	20 * 41'36" 5*35'42"	45.15' 29.29'	S36*26'45"E S35*38'04"E	44.90' 29.28'
	C321 C322	50.00' 350.00'	7'34'12" 19'54'18"	6.61' 121.59'	S29 * 18'19"E S35*28'22"E	6.60' 120.98'
	C323 C324	62.00' 62.00'	28'09'56" 40'00'00"	30.48' 43.28'	S59 ' 30'29"E S53 ' 35'27"E	30.17' 42.41'
	C325 C326	585.00' 585.00'	6*15'48" 3*53'35"	63.95' 39.75'	S30°27'33"E S25°22'52"E	63.92' 39.74'
	C332 C333	299.00' 299.00' 299.00'	63°20'33" 29°37'54"	330.55' 154.63'	S57 * 46'14"E S74*37'33"E	313.98' 152.92'
	C334	299.00'	33'42'38"	175.92	S42'57'17"E	173.39'





Tab 3

THIRD ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

This Third Addendum to the Contract for Professional District Services (this "Addendum"), is made and entered into as of the 1st day of October, 2023 (the "Effective Date"), by and between Palma Sola Trace Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Manatee County, Florida (the "District"), and Rizzetta & Company, Inc., a Florida corporation (the "Consultant").

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the "**Contract**"), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend Exhibit B - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **E**xh**ibit B** - Schedule of Fees attached.

The amended **E**xh**ibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.	
BY:	
PRINTED NAME:	William J. Rizzetta
TITLE:	President
DATE:	

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

BY:	
PRINTED NAME:	
TITLE:	Chairman/Vice Chairman
DATE:	
ATTEST:	
	Vice Chairman/Assistant Secretary Board of Supervisors
	Print Name

Exhibit B – Schedule of Fees

EXHIBIT B Schedule of Fees

STANDARD ON-GOING SERVICES : Standard On-Going Services will be billed in a following schedule:	dvance monthly pu	ursuant to the
	MONTHLY	ANNUALLY
Management:	\$1,865.67	\$22,388
Administrative:	\$501.25	\$6,015
Accounting:	\$1,670.75	\$20,049
Financial & Revenue Collections: Assessment Roll ⁽¹⁾	\$464.08	\$5,569 \$5,569
Total Standard On-Going Services:	\$4,501.75	\$59,590

(1) Assessment Roll is paid in one lump-sum at the time the roll is completed.

ADDITIONAL SERVICES:	F REQUENC Y	RATE
Extended and Continued Meetings Additional Meetings (includes meeting prep,	Hourly	\$ 175
attendance and drafting of minutes) Estoppel Requests (billed to requestor):	Hourly	\$ 175
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

J OB TITLE :	HOURLY RATE:
Regional Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

LITIGATION SUPPORT SERVICES:

Litigation Support Services will be billed hourly to the District pursuant to the current hourly rates shown below:

President\$ 300.00Chief Financial Officer\$ 250.00Vice President\$ 225.00Regional District Manager\$ 200.00	ATE:
Accounting Manager\$ 200.00Finance Manager\$ 200.00District Manager\$ 175.00Amenity Services Manager\$ 175.00Clubhouse Manager\$ 150.00Field Services Manager/Landscape Specialist\$ 150.00Senior Accountant\$ 150.00Staff Accountant\$ 100.00Financial Associate\$ 100.00Administrative Assistant\$ 85.00Accounting Clerk\$ 85.00	

Tab 4

RESOLUTION 2023-06

THE ANNUAL APPROPRIATION RESOLUTION OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2023, submitted to the Board of Supervisors ("Board") of the Palma Sola Trace Community Development District ("District") proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("Fiscal Year 2023/2024") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (**"Adopted Budget"**), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Palma Sola Trace Community Development District for the Fiscal Year Ending September 30, 2024."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$________ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$
RESERVE FUND	\$
DEBT SERVICE FUND, SERIES 2013A-1	\$
TOTAL ALL FUNDS	\$

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024 or within 60 days following the end of the Fiscal Year 2023/2024 may amend its Adopted Budget for that fiscal year as follows:

a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 24TH DAY OF AUGUST, 2023.

ATTEST:

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

By:_____

Its:_____

Exhibit A: Budget

Exhibit A



Palma Sola Trace Community Development District

Proposed Budget for iscal ear 2023-202

Presented by Ri detta Company, Inc.

Professionals in Community Management

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2023/2024	3
Reserve Fund Budget for Fiscal Year 2023/2024	5
Debt Service Fund Budget for Fiscal Year 2023/2024	6
Assessment Charts for Fiscal Year 2023/2024	7
General Fund Budget Account Category Descriptions	9
Reserve Fund Budget Account Category Descriptions	16
Debt Service Fund Budget Account Category Descriptions	17



Proposed Budget Palma Sola Trace Community Development District General Fund Fiscal Year 2023/2024

				-	i iscai i	cai	2023/2024					
Chart of Accounts Classification	Actual YTD throug 06/30/2	h	Projected Annual Totals 2022/2023	Buc	nnual dget for 22/2023	E var	rojected Budget riance for)22/2023		dget for 23/2024	Ind (De	udget crease crease) vs 22/2023	Comments
1												
2 REVENUES												
3 Interest Earnings												
4 Interest Earnings	\$ 44	40 \$	587	\$	-	\$	587	\$	-	\$	-	
5 Special Assessments												
6 Tax Roll*	\$ 150,48	34 \$	150,484	\$1	49,074	\$	1,410	\$ 2	262,165	\$ 1	13,091	
7 Miscellaneous Revenue												
8 TOTAL REVENUES	\$ 150,92	24 \$	151,071	\$ 1	49,074	\$	1,997	\$ 2	262,165	\$ 1	13,091	
9												
10 TOTAL REVENUES & BALANCE FORWARD	\$ 150,92	24 \$	151,071	\$ 1	49,074	\$	1,997	\$ 2	262,165	\$1	13,091	
11												
12 EXPENDITURES - ADMINISTRATIVE												
13												
14 Legislative												
15 Supervisor Fees	\$ 4,20	00 \$	5,600	\$	7,000	\$	1,400	\$	7,000	\$	-	
16 Financial & Administrative												
17 Administrative Services	\$ 4,29	96 \$	5,728	\$	5,728	\$	-	\$	6,015	\$	287	Economic Impact Cost
18 District Management	\$ 15,99				21,322		1		22,388			Economic Impact Cost
19 District Engineer	\$ 7,23			\$	6,500	\$	(3,151)		10,000		3,500	
20 Disclosure Report		00 \$			1,000	\$	-	\$	1,000		-	
21 Trustees Fees	\$ 1,58		,		2,200	\$	620		2,200		-	
22 Assessment Roll	\$ 5,30			\$	5,304	\$	-	\$	5,569	\$	265	Economic Impact Cost
23 Financial & Revenue Collections	\$ 3,97				5,304	\$	-	\$	5,569			Economic Impact Cost
24 Accounting Services	\$ 14,32			_	19,094	\$	(1)		20,049			Economic Impact Cost
25 Auditing Services	\$ 3,30				3,400	\$	100		3,500			Need new Auditor for FY23-24
26 Public Officials Liability Insurance	\$ 3,03			_	3,391	\$	353		3,646	\$		EGIS estimate
27 Legal Advertising	\$ 16			\$	500	\$	279		500	\$	-	
28 Dues, Licenses & Fees	\$ 17				175	\$	(58)		175	\$	-	
29 Website Hosting, Maint., Backup & Email	\$ 2,05			\$	3,000	\$	263		3,000		-	
30 Legal Counsel	φ 2,00	φ φ	2,101	Ŷ	0,000	Ť	200	Ψ	0,000	Ψ		
31 District Counsel	\$ 6,66	54 \$	8,885	\$	10,000	\$	1,115	\$	10,000	\$	-	
32 Administrative Subtotal	\$ 73,30				93,918	-			100,611		6,693	
33	÷ 10,00	Ψ	,000	~		-	020	*	,	¥	0,000	
34 EXPENDITURES - FIELD OPERATIONS						-						
35 Electric Utility Services						1						
36 Utility Services	\$ 2,08	32 \$	2,776	\$	2,000	\$	(776)	\$	2,500	\$	500	FY22 \$2192
37 Street Lights		56 \$		φ \$	2,000		179		2,000		-	FY22 \$1577
38 Stormwater Control	ψ 1,00	ψ	1,021	Ψ	2,000	Ψ	113	Ψ	2,000	Ψ	-	
39 Aquatic Maintenance - Contract	\$ 17,86	51 \$	23,815	\$	8,700	\$	(15,115)	\$	10,200	\$	1 500	Admiral Environmental \$850 per month
40 Creek Maintenance	\$ 17,50	51 \$ \$		φ \$	-	φ \$	- (10,110)					Admiral Environmental \$550 per month Admiral Env. 6 visits @ \$2600/budgeted for 8 visits
41 Lake/Pond Bank Maintenance	\$ -	φ \$		φ \$	- 1,500		- 1,500		5,000			littoral shelf reconstruction assessment
	φ -	4	-	φ	1,000	φ	1,500	φ	5,000	φ	3,300	

Proposed Budget Palma Sola Trace Community Development District General Fund Fiscal Year 2023/2024

	Chart of Accounts Classification	ti	Actual YTD hrough 6/30/23	rojected Annual Totals 022/2023	Βu	Annual Idget for 022/2023	l var	rojected Budget riance for 022/2023	udget for 023/2024			Comments
42	Fountain Service Repairs & Maintenance	\$	375	\$ 500	\$	250	\$	(250)	\$ 250	\$	-	
43	Aquatic Plant Replacement	\$	-	\$ -	\$	1,000	\$	1,000	\$ 1,000	\$	-	
44	Other Physical Environment											
45	Property Insurance	\$	4,790	\$ 4,790	\$	5,225	\$	435	\$ 7,185	\$	1,960	EGIS estimate
46	General Liability Insurance	\$	3,341	\$ 3,341	\$	3,730	\$	389	\$ 4,009	\$	279	EGIS estimate
47	Landscape Maintenance	\$	38,321	\$ 51,095	\$	10,920	\$	(40,175)	\$ 30,000	\$	19,080	New BV price \$9,720 annually
48	Tree Trimming	\$	-	\$ -	\$	-	\$	-	\$ 6,610	\$	6,610	Includes Hardwood & Palm
49	Perimeter Wall Repair	\$	11,575	\$ 15,433	\$	7,500	\$	(7,933)	\$ 10,000	\$	2,500	Repairs declared completed - repairs/p-wash
50	Miscellaneous Expense											
51	Road & Street Facilities											
52	Gate Facility Maintenance	\$	2,640	\$ 3,520	\$	6,000	\$	2,480	\$ 15,000	\$	9,000	Proposal requested, estimated at \$10k for both N and S gates
53	Street Light Maintenance & Repairs	\$	13,643	\$ 18,191	\$	5,000	\$	(13,191)	\$ 12,000	\$	7,000	Electrical repairs
54	Road Repairs	\$	-	\$ -	\$	-	\$	-	\$ 15,000	\$	15,000	North & South Emergency Exit Lanes repaving
55	Contingency											
56	Miscellaneous Contingency	\$	19,763	\$ 26,351	\$	1,331	\$	(25,020)	\$ 20,000	\$	18,669	
57												
58	Field Operations Subtotal	\$	115,757	\$ 151,632	\$	55,156	\$	(96,476)	\$ 161,554	\$ [·]	106,398	
59												
60	TOTAL EXPENDITURES	\$	189,061	\$ 244,630	\$	149,074	\$	(95,556)	\$ 262,165	\$ [·]	113,091	
61												
62	EXCESS OF REVENUES OVER EXPENDITURES	\$	(38,138)	\$ (93,561)	\$	-	\$	(93,561)	\$ -	\$	-	

Proposed Budget Palma Sola Trace Community Development District Reserve Fund Fiscal Year 2023/2024

	Chart of Accounts Classification	th	tual YTD nrough 6/30/23	Projected Annual Totals 2022/2023		Annual Budget for 2022/2023		E Vă	rojected Budget ariance for 022/2023	Budget for 2023/2024			Budget ncrease ecrease) vs 022/2023	Comments
1														
2	REVENUES													
3	Interest Earnings													
4	Interest Earnings	\$	1,070	\$	1,427	\$	-	\$	1,427	\$	-	\$	-	
5	Special Assessments													
6	Tax Roll*	\$	12,265	\$	12,265	\$	12,265	\$	-	\$	126,000	\$	113,735	
7														
8	TOTAL REVENUES	\$	13,335	\$	13,692	\$	12,265	\$	1,427	\$	126,000	\$	113,735	
9														
10	TOTAL REVENUES & BALANCE FORWARD	\$	13,335	\$	13,692	\$	12,265	\$	1,427	\$	126,000	\$	113,735	
11														
12	EXPENDITURES													
13														
14	Contingency													
15	Capital Reserves	\$	-	\$	-	\$	12,265	\$	12,265	\$	126,000	\$	113,735	
16														
17	TOTAL EXPENDITURES	\$	-	\$	-	\$	12,265	\$	12,265	\$	126,000	\$	113,735	
18														
19	EXCESS OF REVENUES OVER	\$	13,335	\$	13,692	\$	-	\$	13,692	\$	-	\$	-	

Palma Sola Trace Community Development District Debt Service Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2013A-1	Budget for 2023/2024
REVENUES		
Special Assessments		
Net Special Assessments (1)	\$268,066.78	\$268,066.78
TOTAL REVENUES	\$268,066.78	\$268,066.78
EXPENDITURES		
Administrative		
Debt Service Obligation	\$268,066.78	\$268,066.78
Administrative Subtotal	\$268,066.78	\$268,066.78
TOTAL EXPENDITURES	\$268,066.78	\$268,066.78
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

 Manatee County Collection Costs (3%) and Early Payment Discounts (4%):
 7.0%

Gross assessments \$287,872.40

Notes:

Tax Roll County Collection Costs and Early Payment Discount is 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT										
FISCAL YEAR 2023/	2024 O&M & DEBT	SERVICE ASSESSMEN	T SCHEDULE							
2023/2024 O&M Budget		\$388,164.80								
Manatee CountyCollection Costs @	3%	\$12,521.45								
Early Payment Discount @	4%	\$16,695.26								
2021/2022 Total		\$417,381.51								
2022/2023 O&M Budget		\$161,339.00								
2023/2024 O&M Budget		\$388,164.80								
Total Difference		\$226,825.80								
_	PER UNIT ANNU	AL ASSESSMENT	Proposed Increase / Decrease							
	2022/2023	2023/2024	\$	%						
Debt Service - Condo	\$455.29	\$455.29	\$0.00	0.00%						
	¢047 70	#764 40	¢ 4 4 0 7 0	140.59%						
Operations/Maintenance - Condo	\$317.73	\$764.43	\$446.70	140.59%						
•	\$317.73 \$773.02	\$764.43 \$1,219.72	\$446.70 \$446.70	57.79%						
Operations/Maintenance - Condo Total Debt Service - Paired Villa										
Total	\$773.02	\$1,219.72	\$446.70	57.79%						
Total Debt Service - Paired Villa	\$773.02 \$585.37	\$1,219.72 \$585.37	\$446.70 \$0.00	57.79% 0.00%						
Total Debt Service - Paired Villa Operations/Maintenance - Paired Villa Total	\$773.02 \$585.37 \$317.73 \$903.10	\$1,219.72 \$585.37 \$764.43 \$1,349.80	\$446.70 \$0.00 \$446.70 \$446.70	57.79% 0.00% 140.59%						
Total Debt Service - Paired Villa Operations/Maintenance - Paired Villa	\$773.02 \$585.37 \$317.73	\$1,219.72 \$585.37 \$764.43	\$446.70 \$0.00 \$446.70	57.79% 0.00% 140.59% 49.46%						

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT										
			FISCAL YEAR 20	23/2024 O&M & DE	BT SERVICE ASSESSME	ENT SCHEDULE				
		EARLY P	TOTAL O&M BUDGET COLLECTION COSTS @ AYMENT DISCOUNT @ AL O&M ASSESSMENT	3.0% 4.0%	\$388,164.80 \$12,521.45 \$16,695.26 \$417,381.51	-				
	UNITS	S ASSESSED	ASSESSED AL			١	PER LOT ANNUAL ASSESSMENT			
LOT SIZE	<u>0&M</u>	SERIES 2013A-1 DEBT SERVICE ^{(1) (2)}	EAU FACTOR ⁽⁵⁾	TOTAL <u>EAU's</u>	% TOTAL <u>EAU's</u>	TOTAL <u>O&M BUDGET</u>	<u>O&M</u>	DEBT <u>SERVICE</u> ⁽³⁾	TOTAL (4)	
Condos	272	271	1.00	272.00	49.82%	\$207,926.32	\$764.43	\$455.29	\$1,219.72	
Paired Villas	126	121	1.00	126.00	23.08%	\$96,318.81	\$764.43	\$585.37	\$1,349.80	
Single Family	148	144	1.00	148.00	27.11%	\$113,136.38	\$764.43	\$650.41	\$1,414.84	
	546	536		546.00	100.00%	\$417,381.51				
LESS: Manatee County Col	llection Costs (3%) and Early Payment Discount (4	1%) :			(\$29,216.71)				
Net Revenue to be Collec	ted					\$388,164.80				
⁽¹⁾ Reflects 10 (ten) Series 20	013A-1 prepayme	nts.								
⁽²⁾ Reflects the number of to	otal lots with Serie	es 2013A-1 debt outstanding.								
⁽³⁾ Annual debt service asse	ssment per lot ac	lopted in connection with the	Series 2013A-1 bond issue	e. Annual assessm	ent includes principal, ir	nterest, Manatee County col	llection costs and earl	y payment discount costs	3.	
(4) Annual assessment that v	will appear on No	wember 2023 Manatee County	v property tax bill. Amount	shown includes al	applicable collection co	osts and early payment disc	counts (up to 4% if pai	d early)		
⁽⁵⁾ The allocation of the O&N	/ Assessment ref	lects an equal per unit assess	sment approved by the Boa	ard of Supervisors.						

<u>GENERAL OND BOGET</u> ACCOONT CATEGOR DESCRIPTION

The General Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. \Box ses of the descriptions contained herein are intended for general reference.

REVEN ES

Interest Earnings The District may earn interest on its monies in the various operating accounts.

Ta Roll The District levies on-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal operation of the assessments may be collected in two ways. The first is by placing them on the County Tax Roll, to be collected with the County Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second way is by Off Roll collection.

Off Roll For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

□acilities Rentals □ The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

E PENDIT RES ADMINISTRATIVE

Supervisor Des The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the Districts adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management The District as re uired by statute, will contract with a firm to provide for management and administration of the Districts day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all re uired state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties re uested by the District throughout the year is also reflected in this amount.

District Engineer The Districts engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report The District is re uired to file uarterly and annual disclosure reports, as re uired in the District Master Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee S Dees D The District will incur annual trustee **S** fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll The District will contract with a firm to maintain the assessment roll and annually levy a \Box on-Ad Valorem assessment for operating and debt service expenses.

□inancial □ Revenue Collections □ Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure ade □uate funds to meet the District IS debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding re □uest processing as well as responding to property owner □uestions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services Services include the preparation and delivery of the Districts financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and recuisition processing, filing of annual reports recuired by the State of Florida and monitoring of trust account activity.

Auditing Services The District is re uired annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation □ The District is re □uired to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is re □uired to verify that the District has not received earnings higher than the yield of the bonds.

Travel ach Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006 B

Public Officials Liability Insurance The District will incur expenditures for public officials liability insurance for the Board and Staff.

Legal Advertising The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Des The District will incur bank service charges during the year.

Dues, Licenses \square **Dees** \square The District is re \square uired to pay an annual fee to the Department of \square conomic Opportunity, along with other items which may re \square uire licenses or permits, etc.

Miscellaneous Des The District could incur miscellaneous fees throughout the year, which may not fit into any standard categories.

Website osting, Maintenance and Email The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if re_uested.

District Counsel The Districts legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services recuested by the district throughout the year.

E PENDIT RES - IELD OPERATIONS

Deputy Services The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols The District may wish to contract with a private company to provide security for the District.

Electric Lility Services The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlig ts The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the Districts boundaries.

tility - Recreation acility The District may budget separately for its recreation and or amenity electric separately.

Gas tility Services The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation acility The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Dee The District may have an assessment levied by another local government for solid waste, etc.

Water-Se er **tility Services** The District will incur water/sewer utility expenditures related to district operations.

tility - Reclaimed The District may incur expenses related to the use of reclaimed water for irrigation.

A uatic Maintenance xpenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

ountain Service Repairs Maintenance The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake Pond Bank Maintenance The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District boundaries, along with planting of beneficial a uatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring Maintenance The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring Maintenance The District may be re uired to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

A□**uatic Plant Replacement** The expenses related to replacing beneficial a□uatic plants, which may or may not have been re□uired by other governmental entities.

General Liability Insurance The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance The District will incur expenditures to maintain the rights-ofway, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement appenditures related to replacement of turf, trees, shrubs etc.

□**ield Services** □ The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Des The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Pone The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street Parking Lot S eeping The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate □acility Maintenance □ xpenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Side alk **Repair Maintenance** xpenses related to sidewalks located in the right of way of streets the District may own if any.

Road ay **Repair Maintenance** xpenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - PIR Tales This is the employers portion of employment taxes such as FICA etc.

Employee - Workers Comp Fees related to obtaining workers compensation insurance.

Management Contract The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance Repair The District may incur expenses to maintain its recreation facilities.

acility Supplies The District may have facilities that required various supplies to operate.

Gate Maintenance \Box **Repairs** \Box Any ongoing gate repairs and maintenance would be included in this line item.

Telep one, **a**, **Internet** The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies The District may have an office in its facilities which re uire various office related supplies.

Club ouse - cacility canitorial Service capenses related to the cleaning of the facility and related supplies.

Pool Service Contract – xpenses related to the maintenance of swimming pools and other water features.

Pool Repairs \Box xpenses related to the repair of swimming pools and other water features.

Security System Monitoring MaintenanceThe District may wish to install a security system for the clubhouse

Club ouse Miscellaneous E pense Dxpenses which may not fit into a defined category in this section of the budget

At letic Park Court ille Repairs Capense related to any facilities such as tennis, basketball etc.

Trail Bike Pat Maintenance xpenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events – xpenses related to functions such as holiday events for the public en oyment

Miscellaneous \square **ees** \square Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay Monies collected and allocated for various protects as they relate to public improvements.

RESERVE ND B DGET ACCO NT CATEGOR DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. \Box ses of the descriptions contained herein are intended for general reference.

<u>REVEN ES</u>

Ta Roll The District levies on-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal operation of the assessments may be collected in two ways. The first is by placing them on the Countys Tax Roll, to be collected with the Countys Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second way is by Off Roll collection.

Off Roll For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

E PENDIT RES

Capital Reserve Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay Monies collected and allocated for various profects as they relate to public improvements.

DEBT SERVICE D ND B DGET ACCO NT CATEGOR DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. □ses of the descriptions contained herein are intended for general reference.

<u>REVEN ES</u>

Special Assessments The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

E PENDIT RES ADMINISTRATIVE

Bank Des The District may incur bank service charges during the year.

Debt Service Obligation This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Tab 5

RESOLUTION 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALMA SOLA TRACE COMMUNITY DEVELOPMENTDISTRICT MAKING Α BENEFIT AND DETERMINATION OF **IMPOSING** SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; PROVIDING FOR THE **COLLECTION** AND SPECIAL **ENFORCEMENT** OF **ASSESSMENTS: CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR** AMENDMENTS TO THE ASSESSMENT **ROLL**; PROVIDING Α **SEVERABILITY** CLAUSE; AND **PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Palma Sola Trace Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Manatee County, Florida ("County"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors ("Board") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("Adopted Budget") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("Fiscal Year 2023/2024"), attached hereto as Exhibit "A" and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2023/2024; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("Uniform Method"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Channing Park Community Development District ("Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits** "A" and "B." The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County

Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. 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.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 24th day of August, 2023.

ATTEST:

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

By:_____

Its:

Exhibit A:BudgetExhibit B:Assessment Roll

Exhibit A



Palma Sola Trace Community Development District

Proposed Budget for iscal ear 2023-202

Presented by Ri detta Company, Inc.

Professionals in Community Management

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2023/2024	3
Reserve Fund Budget for Fiscal Year 2023/2024	5
Debt Service Fund Budget for Fiscal Year 2023/2024	6
Assessment Charts for Fiscal Year 2023/2024	7
General Fund Budget Account Category Descriptions	9
Reserve Fund Budget Account Category Descriptions	16
Debt Service Fund Budget Account Category Descriptions	17



Proposed Budget Palma Sola Trace Community Development District General Fund Fiscal Year 2023/2024

	1				1130411	ear z	2023/2024					
Chart of Accounts Classification	Actual YTD through 06/30/23	ı	Projected Annual Totals 022/2023	Buc	nnual dget for 22/2023	E var	rojected Budget riance for 022/2023		dget for 23/2024	Ine (De	udget crease crease) vs 22/2023	Comments
1												
2 REVENUES												
3 Interest Earnings												
4 Interest Earnings	\$ 44	0 \$	587	\$	-	\$	587	\$	-	\$	-	
5 Special Assessments												
6 Tax Roll*	\$ 150,48	84 \$	150,484	\$ 1	49,074	\$	1,410	\$ 2	262,165	\$ 1	13,091	
7 Miscellaneous Revenue												
8 TOTAL REVENUES	\$ 150,92	.4 \$	151,071	\$ 1	49,074	\$	1,997	\$ 2	262,165	\$ 1	13,091	
9												
10 TOTAL REVENUES & BALANCE FORWARD	\$ 150,92	4 \$	151,071	\$ 1	49,074	\$	1,997	\$	262,165	\$1	13,091	
11										l		
12 EXPENDITURES - ADMINISTRATIVE												
13												
14 Legislative												
15 Supervisor Fees	\$ 4,20	0 \$	5,600	\$	7,000	\$	1,400	\$	7,000	\$	-	
16 Financial & Administrative					,		,		,			
17 Administrative Services	\$ 4,29	6 \$	5,728	\$	5,728	\$	-	\$	6,015	\$	287	Economic Impact Cost
18 District Management	\$ 15,99				21,322	\$	1		22,388			Economic Impact Cost
19 District Engineer	\$ 7,23			\$	6,500	\$	(3,151)		10,000		3,500	
20 Disclosure Report		0 \$	1,000		1,000	\$	-	\$	1,000		-	
21 Trustees Fees	\$ 1,58		1,580		2,200	\$	620		2,200		-	
22 Assessment Roll	\$ 5,30			\$	5,304	\$	-	\$	5,569	\$	265	Economic Impact Cost
23 Financial & Revenue Collections	\$ 3,97		5,304		5,304	\$	-	\$	5,569			Economic Impact Cost
24 Accounting Services	\$ 14,32		19,095	-	19,094	\$	(1)		20,049			Economic Impact Cost
25 Auditing Services	\$ 3,30		3,300		3,400	\$	100		3,500			Need new Auditor for FY23-24
26 Public Officials Liability Insurance	\$ 3,03		3,038	-	3,391	\$	353		3,646			EGIS estimate
27 Legal Advertising	\$ 16		221	\$	500	\$	279		500	\$	-	
28 Dues, Licenses & Fees	\$ 17		233	*	175	\$	(58)		175	\$	-	
29 Website Hosting, Maint., Backup & Email	\$ 2,05			\$	3,000	\$	263		3,000		-	
30 Legal Counsel	φ 2,00	φ	2,101	Ŷ	0,000	Ŷ	200	Ψ	0,000	Ŷ		
31 District Counsel	\$ 6,66	64 \$	8,885	\$	10,000	\$	1,115	\$	10,000	\$	-	
32 Administrative Subtotal	\$ 73,30				93,918				100,611		6,693	
33	ψ 10,00	Ψ	02,000	Ψ	00,010	Ψ	020	Ψ	100,011	Ψ	0,000	
34 EXPENDITURES - FIELD OPERATIONS				+								
35 Electric Utility Services				+								
36 Utility Services	\$ 2,08	2 \$	2,776	\$	2,000	\$	(776)	\$	2,500	\$	500	FY22 \$2192
37 Street Lights		i6 \$		φ \$	2,000		179		2,000		-	FY22 \$1577
38 Stormwater Control	ψ 1,00	ψ	1,021	Ψ	2,000	Ψ	113	Ψ	2,000	Ψ	-	
39 Aquatic Maintenance - Contract	\$ 17,86	51 \$	23,815	\$	8,700	\$	(15,115)	\$	10,200	\$	1 500	Admiral Environmental \$850 per month
40 Creek Maintenance	\$ 17,60	\$	- 23,013	φ \$	-	\$	-					Admiral Environmental \$550 per month Admiral Env. 6 visits @ \$2600/budgeted for 8 visits
41 Lake/Pond Bank Maintenance	\$ -	φ \$		φ \$	- 1,500		- 1,500		5,000			littoral shelf reconstruction assessment
	φ -	φ	-	φ	1,000	φ	1,500	φ	5,000	φ	3,300	

Proposed Budget Palma Sola Trace Community Development District General Fund Fiscal Year 2023/2024

	Chart of Accounts Classification		Actual YTD through 06/30/23		Projected Annual Totals 2022/2023		Annual Budget for 2022/2023		Projected Budget variance for 2022/2023		Budget for 2023/2024		Budget crease ecrease) vs 22/2023	Comments
42	Fountain Service Repairs & Maintenance	\$	375	\$	500	\$	250	\$	(250)	\$	250	\$	-	
43	Aquatic Plant Replacement	\$	-	\$	-	\$	1,000	\$	1,000	\$	1,000	\$	-	
44	Other Physical Environment													
45	Property Insurance	\$	4,790	\$	4,790	\$	5,225	\$	435	\$	7,185	\$	1,960	EGIS estimate
46	General Liability Insurance	\$	3,341	\$	3,341	\$	3,730	\$	389	\$	4,009	\$	279	EGIS estimate
47	Landscape Maintenance	\$	38,321	\$	51,095	\$	10,920	\$	(40,175)	\$	30,000	\$	19,080	New BV price \$9,720 annually
48	Tree Trimming	\$	-	\$	-	\$	-	\$	-	\$	6,610	\$	6,610	Includes Hardwood & Palm
49	Perimeter Wall Repair	\$	11,575	\$	15,433	\$	7,500	\$	(7,933)	\$	10,000	\$	2,500	Repairs declared completed - repairs/p-wash
50	Miscellaneous Expense													
51	Road & Street Facilities													
52	Gate Facility Maintenance	\$	2,640	\$	3,520	\$	6,000	\$	2,480	\$	15,000	\$	9,000	Proposal requested, estimated at \$10k for both N and S gates
53	Street Light Maintenance & Repairs	\$	13,643	\$	18,191	\$	5,000	\$	(13,191)	\$	12,000	\$	7,000	Electrical repairs
54	Road Repairs	\$	-	\$	-	\$	-	\$	-	\$	15,000	\$	15,000	North & South Emergency Exit Lanes repaving
55	Contingency													
56	Miscellaneous Contingency	\$	19,763	\$	26,351	\$	1,331	\$	(25,020)	\$	20,000	\$	18,669	
57														
58	Field Operations Subtotal	\$	115,757	\$	151,632	\$	55,156	\$	(96,476)	\$	161,554	\$ ·	106,398	
59														
60	TOTAL EXPENDITURES	\$	189,061	\$	244,630	\$	149,074	\$	(95,556)	\$	262,165	\$ [·]	113,091	
61														
62	EXCESS OF REVENUES OVER EXPENDITURES	\$	(38,138)	\$	(93,561)	\$	-	\$	(93,561)	\$	-	\$	-	

Proposed Budget Palma Sola Trace Community Development District Reserve Fund Fiscal Year 2023/2024

	Chart of Accounts Classification		Actual YTD through 06/30/23		Projected Annual Totals 2022/2023		Annual Budget for		Projected Budget variance for 2022/2023		Budget for 2023/2024		Budget ncrease ecrease) vs 022/2023	Comments
1														
2	REVENUES													
3	Interest Earnings													
4	Interest Earnings	\$	1,070	\$	1,427	\$	-	\$	1,427	\$	-	\$	-	
5	Special Assessments													
6	Tax Roll*	\$	12,265	\$	12,265	\$	12,265	\$	-	\$	126,000	\$	113,735	
7														
8	TOTAL REVENUES	\$	13,335	\$	13,692	\$	12,265	\$	1,427	\$	126,000	\$	113,735	
9														
10	TOTAL REVENUES & BALANCE FORWARD	\$	13,335	\$	13,692	\$	12,265	\$	1,427	\$	126,000	\$	113,735	
11														
12	EXPENDITURES													
13														
14	Contingency													
15	Capital Reserves	\$	-	\$	-	\$	12,265	\$	12,265	\$	126,000	\$	113,735	
16														
17	TOTAL EXPENDITURES	\$	-	\$	-	\$	12,265	\$	12,265	\$	126,000	\$	113,735	
18														
19	EXCESS OF REVENUES OVER	\$	13,335	\$	13,692	\$	-	\$	13,692	\$	-	\$	-	

Palma Sola Trace Community Development District Debt Service Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2013A-1	Budget for 2023/2024
REVENUES		
Special Assessments		
Net Special Assessments (1)	\$268,066.78	\$268,066.78
TOTAL REVENUES	\$268,066.78	\$268,066.78
EXPENDITURES		
Administrative		
Debt Service Obligation	\$268,066.78	\$268,066.78
Administrative Subtotal	\$268,066.78	\$268,066.78
TOTAL EXPENDITURES	\$268,066.78	\$268,066.78
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

 Manatee County Collection Costs (3%) and Early Payment Discounts (4%):
 7.0%

Gross assessments \$287,872.40

Notes:

Tax Roll County Collection Costs and Early Payment Discount is 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

PALMA SOLA	TRACE COMMUN	TY DEVELOPMENT DIS	TRICT					
FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE								
2023/2024 O&M Budget		\$388,164.80						
Manatee CountyCollection Costs @	3%	\$12,521.45						
Early Payment Discount @	4%	\$16,695.26						
2021/2022 Total		\$417,381.51						
2022/2023 O&M Budget		\$161,339.00						
2023/2024 O&M Budget		\$388,164.80						
Total Difference		\$226,825.80						
_	PER UNIT ANNU	AL ASSESSMENT	Proposed Incre	ease / Decrease				
	2022/2023	2023/2024	\$	%				
Debt Service - Condo	\$455.29	\$455.29	\$0.00	0.00%				
	MO47 70	M704 40	¢ 4 4 0 7 0	140 500/				
Operations/Maintenance - Condo	\$317.73	\$764.43	\$446.70	140.59%				
•	\$317.73 \$773.02	\$764.43 \$1,219.72	\$446.70 \$446.70	57.79%				
Operations/Maintenance - Condo Total Debt Service - Paired Villa								
Total	\$773.02	\$1,219.72	\$446.70	57.79%				
Total Debt Service - Paired Villa	\$773.02 \$585.37	\$1,219.72 \$585.37	\$446.70 \$0.00	57.79% 0.00%				
Total Debt Service - Paired Villa Operations/Maintenance - Paired Villa Total	\$773.02 \$585.37 \$317.73 \$903.10	\$1,219.72 \$585.37 \$764.43 \$1,349.80	\$446.70 \$0.00 \$446.70 \$446.70	57.79% 0.00% 140.59%				
Total Debt Service - Paired Villa Operations/Maintenance - Paired Villa	\$773.02 \$585.37 \$317.73	\$1,219.72 \$585.37 \$764.43	\$446.70 \$0.00 \$446.70	57.79% 0.00% 140.59% 49.46%				

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT											
FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE											
		EARLY P	TOTAL O&M BUDGET COLLECTION COSTS @ AYMENT DISCOUNT @ AL O&M ASSESSMENT	3.0% 4.0%	\$388,164.80 \$12,521.45 \$16,695.26 \$417,381.51	-					
	UNITS	S ASSESSED		ALLOCATION OF	O&M ASSESSMENT	١	PER	LOT ANNUAL ASSESSM	IENT		
LOT SIZE	<u>0&M</u>	SERIES 2013A-1 DEBT SERVICE ^{(1) (2)}	EAU FACTOR ⁽⁵⁾	TOTAL <u>EAU's</u>	% TOTAL <u>EAU's</u>	TOTAL <u>O&M BUDGET</u>	<u>O&M</u>	DEBT <u>SERVICE</u> ⁽³⁾	TOTAL (4)		
Condos	272	271	1.00	272.00	49.82%	\$207,926.32	\$764.43	\$455.29	\$1,219.72		
Paired Villas	126	121	1.00	126.00	23.08%	\$96,318.81	\$764.43	\$585.37	\$1,349.80		
Single Family	148	144	1.00	148.00	27.11%	\$113,136.38	\$764.43	\$650.41	\$1,414.84		
	546	536		546.00	100.00%	\$417,381.51					
LESS: Manatee County Col	llection Costs (3%) and Early Payment Discount (4	1%) :			(\$29,216.71)					
Net Revenue to be Collec	ted					\$388,164.80					
⁽¹⁾ Reflects 10 (ten) Series 20	013A-1 prepayme	nts.									
⁽²⁾ Reflects the number of to	otal lots with Serie	es 2013A-1 debt outstanding.									
⁽³⁾ Annual debt service asse	ssment per lot ac	lopted in connection with the	Series 2013A-1 bond issue	e. Annual assessm	ent includes principal, ir	nterest, Manatee County col	llection costs and earl	y payment discount costs	3.		
(4) Annual assessment that v	will appear on No	wember 2023 Manatee County	v property tax bill. Amount	shown includes al	applicable collection co	osts and early payment disc	counts (up to 4% if pai	d early)			
⁽⁵⁾ The allocation of the O&N	/ Assessment ref	lects an equal per unit assess	sment approved by the Boa	ard of Supervisors.							

<u>GENERAL OND BOGET</u> ACCOONT CATEGOR DESCRIPTION

The General Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. \Box ses of the descriptions contained herein are intended for general reference.

REVEN ES

Interest Earnings The District may earn interest on its monies in the various operating accounts.

Ta Roll The District levies on-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal operation of the assessments may be collected in two ways. The first is by placing them on the County Tax Roll, to be collected with the County Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second way is by Off Roll collection.

Off Roll For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

□acilities Rentals □ The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

E PENDIT RES ADMINISTRATIVE

Supervisor Des The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the Districts adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management The District as re uired by statute, will contract with a firm to provide for management and administration of the Districts day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all re uired state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties re uested by the District throughout the year is also reflected in this amount.

District Engineer The Districts engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report The District is re uired to file uarterly and annual disclosure reports, as re uired in the District Master Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee S Dees D The District will incur annual trustee **S** fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll The District will contract with a firm to maintain the assessment roll and annually levy a \Box on-Ad Valorem assessment for operating and debt service expenses.

□inancial □ Revenue Collections □ Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure ade □uate funds to meet the District IS debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding re □uest processing as well as responding to property owner □uestions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services Services include the preparation and delivery of the Districts financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and recuisition processing, filing of annual reports recuired by the State of Florida and monitoring of trust account activity.

Auditing Services The District is re uired annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation □ The District is re □uired to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is re □uired to verify that the District has not received earnings higher than the yield of the bonds.

Travel ach Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006 B

Public Officials Liability Insurance The District will incur expenditures for public officials liability insurance for the Board and Staff.

Legal Advertising The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Des The District will incur bank service charges during the year.

Dues, Licenses \square **Dees** \square The District is re \square uired to pay an annual fee to the Department of \square conomic Opportunity, along with other items which may re \square uire licenses or permits, etc.

Miscellaneous Des The District could incur miscellaneous fees throughout the year, which may not fit into any standard categories.

Website osting, Maintenance and Email The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if re_uested.

District Counsel The Districts legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services recuested by the district throughout the year.

E PENDIT RES - IELD OPERATIONS

Deputy Services The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols The District may wish to contract with a private company to provide security for the District.

Electric Lility Services The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlig ts The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the Districts boundaries.

tility - Recreation acility The District may budget separately for its recreation and or amenity electric separately.

Gas tility Services The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation acility The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Dee The District may have an assessment levied by another local government for solid waste, etc.

Water-Se er **tility Services** The District will incur water/sewer utility expenditures related to district operations.

tility - Reclaimed The District may incur expenses related to the use of reclaimed water for irrigation.

A uatic Maintenance xpenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

ountain Service Repairs Maintenance The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake Pond Bank Maintenance The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District boundaries, along with planting of beneficial a uatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring Maintenance The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring Maintenance The District may be re uired to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

A uatic Plant Replacement The expenses related to replacing beneficial a uatic plants, which may or may not have been re uired by other governmental entities.

General Liability Insurance The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance The District will incur expenditures to maintain the rights-ofway, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement appenditures related to replacement of turf, trees, shrubs etc.

□**ield Services** □ The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Des The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Pone The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street Parking Lot S eeping The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate □acility Maintenance □ xpenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Side alk **Repair Maintenance** xpenses related to sidewalks located in the right of way of streets the District may own if any.

Road ay **Repair Maintenance** xpenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - PIR Tales This is the employers portion of employment taxes such as FICA etc.

Employee - Workers Comp Fees related to obtaining workers compensation insurance.

Management Contract The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance Repair The District may incur expenses to maintain its recreation facilities.

acility Supplies The District may have facilities that required various supplies to operate.

Gate Maintenance \Box **Repairs** \Box Any ongoing gate repairs and maintenance would be included in this line item.

Telep one, **a**, **Internet** The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies The District may have an office in its facilities which re uire various office related supplies.

Club ouse - cacility canitorial Service capenses related to the cleaning of the facility and related supplies.

Pool Service Contract – xpenses related to the maintenance of swimming pools and other water features.

Pool Repairs \Box xpenses related to the repair of swimming pools and other water features.

Security System Monitoring MaintenanceThe District may wish to install a security system for the clubhouse

Club ouse Miscellaneous E pense Dxpenses which may not fit into a defined category in this section of the budget

At letic Park Court ille Repairs Capense related to any facilities such as tennis, basketball etc.

Trail Bike Pat Maintenance xpenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events – xpenses related to functions such as holiday events for the public en oyment

Miscellaneous \square **ees** \square Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay Monies collected and allocated for various protects as they relate to public improvements.

RESERVE ND B DGET ACCO NT CATEGOR DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. □ses of the descriptions contained herein are intended for general reference.

<u>REVEN ES</u>

Ta Roll The District levies on-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal operation of the assessments may be collected in two ways. The first is by placing them on the Countys Tax Roll, to be collected with the Countys Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second way is by Off Roll collection.

Off Roll For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

E PENDIT RES

Capital Reserve Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay Monies collected and allocated for various profects as they relate to public improvements.

DEBT SERVICE D ND B DGET ACCO NT CATEGOR DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are sublect to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. □ses of the descriptions contained herein are intended for general reference.

<u>REVEN ES</u>

Special Assessments The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

E PENDIT RES ADMINISTRATIVE

Bank Des The District may incur bank service charges during the year.

Debt Service Obligation This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Tab 6

RESOLUTION 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Palma Sola Trace Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Manatee County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

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

<u>Section 1</u>. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit "A".

<u>Section 2</u>. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with Manatee County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 24th DAY OF AUGUST, 2023.

ATTEST:

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

Assistant Secretary

Chair / Vice Chair

EXHIBIT A

BOARD OF SUPERVISORS MEETING DATES PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024

October 26, 2023 December 28, 2023 February 22, 2024 April 25, 2024 June ___, 2024 August 22, 2024

All meetings will convene at 1:30 PM and are expected be held at the Palma Sola Trace Clubhouse, located at 7408 Hamilton Road, Bradenton, Florida 34209.

Tab 7



Proposal for Extra Work at Palma Sola Trace CDD

	Property Name	Palma Sola Trace CDD	Contact	Matt Huber						
	Property Address	7335 Skybird Road	То	Palma Sola Trace CDD c/o Rizzetta & Company 3434 Colwell Ave Ste 200						
		Bradenton, FL 34209	Billing Address							
				Tampa, FL 33614						
	Project Name	North/South Gate re-planting								
Project Description	Remove and dispose of existing hedge at both North and South gate and prep for new planting.									

Scope of Work

	QTY	UoM/Size	Material/Description
Nor	th Gate		
	1.00	LUMP SUM	Remove and dispose of existing Firebush hedge to prep for new plant material
	2.50	LOAD	Green Waste Disposal - Trailer Load
	50.00	EACH	Viburnum 'ODO' 7 gal (Installed) - Left side / Exit
	46.00	EACH	Viburnum 'ODO' 7 gal (Installed) - Right side / Entry
	120.00	BAG	Coco Mulch 2cf Bags
Sou	th Gate		
	1.00	LUMP SUM	Remove and dispose of existing Viburnum hedge on both sides of road to prep for new plant material
	2.00	LOAD	Green Waste Disposal - Trailer Load
	53.00	EACH	Viburnum 'ODO' 7 gal (Installed) - Left side / Exit
	57.00	EACH	Viburnum 'ODO' 7 gal (Installed) - Right side / Entry
	140.00	BAG	Coco Mulch 2cf Bags
	1.00	EACH	Irrigation will be complete on a time and materials basis and billed separately.

For internal use only

 SO#
 8196359

 JOB#
 341800291

 Service Line
 130

Total Price

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President 8708 Cortez Rd W, Bradenton, FL 34210 ph. (941) 383-0817 fax (941) 387-7066

TERMS & CONDITIONS

- The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- 3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City. State and Federal Governments, as we II as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- 6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- 10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions r e l a t e d thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- 13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- 14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for a the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise h id d e n defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

 Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- 16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility such as but not limited to, consequence, and urrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

	Dist manag	er
Signature	Title	
Matt Huber	August 09,	2023
Printed Name	Date	

BrightView Landscape Services, Inc. "Contractor"

		Account Manager
Signature	Title	
Vivian Quinones		August 09, 2023

Job #: 341800291

SO #:	8196359	Proposed Price:	\$24,083.00
	0100000		φ2 1,000.00

Tab 8



Quarterly Compliance Audit Report

Palma Sola Trace

Date: August 2023 - 2nd Quarter Prepared for: Scott Brizendine Developer: Rizzetta Insurance agency:



Preparer: Jason Morgan - *Campus Suite Compliance ADA Website Accessibility and Florida F.S. 189.069 Requirements*

loren



Table of Contents

Compliance Audit

Overview	2
Compliance Criteria	2
ADA Accessibility	2
Florida Statute Compliance	3
Audit Process	3

Audit results

ADA Website Accessibility Requirements	
Florida F.S. 189.069 Requirements	5

Helpful information:

Accessibility overview	6
ADA Compliance Categories	7
Web Accessibility Glossary	11

Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in <u>Florida Statute Chapter</u> <u>189.069</u>.



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – <u>WCAG 2.1</u>, which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. <u>189.069</u>, every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the <u>WCAG 2.1</u> levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE**: Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

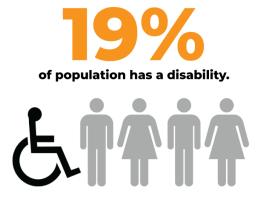
Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.

The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



Sight, hearing, physical, cognitive.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: http://webaim.org/resources/contrastchecker



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This 'friendlier' language not only helps all the users, but developers who are striving to make content more universal on more devices.

Θ	Ο
Θ	Θ

Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <u>http://webaim.org/techniques/alttext</u>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A "skip navigation" option is also required. Consider using <u>WAI-ARIA</u> for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: <u>www.nngroup.com/articles/keyboard-accessibility</u> Helpful article: <u>http://webaim.org/techniques/skipnav</u>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no 'click here' please) are just some ways to help everyone find what they're searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <u>http://webaim.org/techniques/sitetools/</u>

Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <u>http://webaim.org/techniques/tables/data</u>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: http://webaim.org/techniques/acrobat/acrobat



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <u>http://webaim.org/techniques/captions</u>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <u>http://webaim.org/techniques/forms</u>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (eg., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

Tab 9

1	MINUTES OF MEETING		
2 3 4 5 6 7	recora	considered at the meeting is	o appeal any decision made by the Board with respect to any advised that the person may need to ensure that a verbatim including the testimony and evidence upon which such appeal
8 9		COMMU	PALMA SOLA TRACE JNITY DEVELOPMENT DISTRICT
10 11 12 13 14		5 5	Board of Supervisors of the Palma Sola Trace Community hursday, June 22, 2023, at 1:30 p.m. at the Palma Sola Trace Road, Bradenton, FL 34209.
15		Present and constituting a qu	uorum:
16 17 18 19 20 21 22		Eva Walker Mike Coury Dan Crumpler Mary Gray William Diamond	Board Supervisor; Chairman Board Supervisor; Vice Chair Board Supervisor; Asst. Secretary (via Phone) Board Supervisor; Asst. Secretary Board Supervisor; Asst. Secretary
23 24		Also present were:	
24 25 26 27 28		Ruben Durand Rick Schappacher Grace Kobitter	District Manager; Rizzetta & Company, Inc. District Engineer; Schappacher Engineering District Counsel; Kilinski Van Wyke (via Phone)
20 29 30		Audience	Present
31 32	FIRST	ORDER OF BUSINESS	Call to Order
33 34		Mr. Durand called the meeti present.	ng to order and conducted roll call, confirming a quorum was
35 36 37	SECO	ND ORDER OF BUSINESS	Audience Comments
38	Claudia Quail suggested the trimming of the Fishtail Palm located on Brightview.		trimming of the Fishtail Palm located on Brightview.
39 40	THIRD	ORDER OF BUSINESS	Staff Reports
41 42	Α.	District Counsel	
43 44 45		District Counsel was present	t; however, no report was given.
46	В.	District Engineer	
47 48 49 50 51 52		Present, provided updates o	n the fence repair.

C. District Manager

Mr. Durand indicated that the next regular meeting is scheduled for Thursday, August 24, 2023, at 10:00 a.m.

1. Review of Monthly Financials

Mr. Durand presented the Financial Statement to the Board for review.

62	FOURTH ORDER OF BUSINESS	Review of the Budget Mailed Notice
63		Cover Letter

On a Motion by Mr. Crumpler, seconded by Mr. Coury, with all in favor, the Board approved, as amended the Budget Mailed Notice Cover Letter, for the Palma Sola Trace Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Special Meeting Minutes held on May 25, 2023

On a Motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board approved the Minutes for the Special Meeting held on May 25, 2023, for the Palma Sola Trace Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Operations and Maintenance Expenditures for May 2023

On a Motion by Ms. Walker, seconded by Mr. Diamond, with all in favor, the Board ratified the Operations and Maintenance Expenditures for May 2023 in the amount of **\$27,515.78**, for the Palma Sola Trace Community Development District.

84 SEVENTH ORDER OF BUSINESS

Mr. Crumpler requested that the poles that support the streetlights be fixed.

88 Ms. Walker requested that the schedule for Admiral Creek Maintenance be checked.

- **EIGHTH ORDER OF BUSINESSS**

Adjournment

Supervisor Requests

On a motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board adjourned the meeting at 2:01 p.m., for the Palma Sola Trace Community Development District.

95 Assistant Secretary

Tab 10

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

<u>District Office - Citrus Park, Florida - (813)-933-5571</u> <u>Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u> <u>palmasolatracecdd.org</u>

Operation and Maintenance Expenditures June 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2023 through June 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$16,699.18**

Approval of Expenditures:

Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

Vendor Name	Check Number Invoice Number		Invoice Description		Invoice Amount	
Admiral Environmental	100124	2194	Monthly Aquatic Management 05/23	\$	850.00	
Admiral Environmental	100135	2229	Recurring - Wetland/Preserve/Natural Area 05/23	\$	2,600.00	
Admiral Environmental	100136	2274	Monthly Aquatic Management 06/23	\$	850.00	
Bellmore Electric, Inc.	100137	8251	Street Light Repair 05/14/23	\$	1,225.00	
Bellmore Electric, Inc.	100137	8266	Street Light Repair 06/23	\$	515.00	
BrightView Landscape Services, Inc.	100125	8381563	Landscape Maintenance 05/23	\$	748.00	
BrightView Landscape Services, Inc.	100138	8422385	Tree Care 05/23	\$	572.00	
BrightView Landscape Services, Inc.	100138	8425921	Landscape Maintenance 06/23	\$	748.00	
Daniel Crumpler	100126	DC052523	Board of Supervisors Meeting 05/25/23	\$	200.00	
Eva Walker	100127	EW052523 FPL Summary	Board of Supervisors Meeting 05/25/23	\$	200.00	
Florida Power & Light Company	100131	Palma Sola 05/23 390	FPL Summary Palma Sola 05/23	\$	376.28	

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

Vendor Name Check Number Invoice Number		er Invoice Number	Invoice Description		Invoice Amount	
Kilinski / Van Wyk, PLLC	100133	6627	General Counsel 04/23	\$	1,271.00	
Kilinski / Van Wyk, PLLC	100133	6805	General Counsel 05/23	\$	886.00	
McClatchy Company, LLC	100132	195497	Legal Ad 05/23	\$	83.07	
Michael Joseph Coury	100128	MC052523	Board of Supervisors Meeting 05/25/23	\$	200.00	
Rizzetta & Company, Inc.	100130	INV000080691	District Management Fees 06/23	\$	4,387.33	
Schappacher Engineering, LLC	100134	2427	Engineering Services 05/23	\$	787.50	
William M Diamond	100129	WD052523	Board of Supervisors Meeting 05/25/23	\$	200.00	

Report Total

\$ 16,699.18

Tab 10A

PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures July 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2023 through July 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,047.75**

Approval of Expenditures:

Chairperson

____ Vice Chairperson

____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	 Invoice Amount
Admiral Environmental	100150	2351	Monthly Aquatic Management 07/23	\$ 850.00
BrightView Landscape Services, Inc.	100151	8469801	Landscape Maintenance 07/23	\$ 748.00
Daniel Crumpler	100140	DC062223	Board of Supervisors Meeting 06/22/23	\$ 200.00
Eva Walker	100141	EW062223	Board of Supervisors Meeting 06/22/23	\$ 200.00
Florida Power & Light Company	/ 100142	FPL Summary 06/23 390	FPL Summary Palma Sola 06/23	\$ 378.51
Innersync Studio, Ltd	100147	21436	Website Hosting Quarterly 07/23	\$ 384.38
Kilinski / Van Wyk, PLLC	100148	6991	General Counsel 06/23	\$ 372.00
Michael Joseph Coury	100143	MC062223	Board of Supervisors Meeting 06/22/23	\$ 200.00
Rizzetta & Company, Inc.	100139	INV0000081366	District Management Fees 07/23	\$ 4,387.33
Rizzetta & Company, Inc.	100146	INV0000082144	Mass Mailing-Budget Notice 07/23	\$ 908.78
Schappacher Engineering, LLC	100149	2448	Engineering Services 06/23	\$ 525.00

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	 Invoice Amount
U.S. Bank	100144	6963360	S2013A-1/A-2 Trustee Fees 06/01/23- 05/31/24	\$ 2,693.75
William M Diamond	100145	WD062223	Board of Supervisors Meeting 06/22/23	\$ 200.00
Total				\$ 12,047.75

Tab 11

From: William Diamond <<u>diamond3604@gmail.com</u>>
Sent: Tuesday, September 5, 2023 10:10 AM
To: Matthew E. Huber <<u>MHuber@rizzetta.com</u>>
Subject: [EXTERNAL]

NOTICE: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

Resignation

I I am giving notice that I am resigning from the Palma Sola Trace CDD effective on a date convienent to the board, but not later than the conclusion of the September 15, 2023 meeting.

It has been my pleasure to serve.

William M. Diamond