

MINUTES OF MEETING

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

PALMA SOLA TRACE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Palma Sola Trace Community Development District was held on **Thursday, February 23, 2023, at 1:30 p.m.** at the Palma Sola Trace Clubhouse located at 7408 Hamilton Road, Bradenton, FL 34209.

Present and constituting a quorum:

Eva Walker	<b>Board Supervisor; Chairman</b>
Mike Coury	<b>Board Supervisor; Vice Chair</b>
Dan Crumpler	<b>Board Supervisor; Asst. Secretary</b>
Mary Gray	<b>Board Supervisor; Asst. Secretary</b>
William Diamond	<b>Board Supervisor; Asst. Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager; Rizzetta &amp; Company, Inc.</b>
Jeff Rondon	<b>Representative; HOA</b>
David Kaiser	<b>Representative; HOA President</b>
Lauren Gentry	<b>District Counsel; Kilinski   Van Wyke</b>
Rick Schappacher	<b>District Engineer, Schappacher Engineering</b>
Stan Brown	<b>Representative, Villa President</b>

Audience	<b>Present</b>
----------	----------------

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were audience comments on the following: damage to the ponds, as well as, cleaning up debris in the creek, the homeless camps near the creek, Admiral Environmental scheduled service completions for the villas, the painting of the retaining wall, and the damage to the fishtail palms.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2023-04,  
Designating Assistant Secretary**

Mr. Huber presented and reviewed Resolution 2023-04, Designating Assistant Secretary to the Board.

On a motion by Ms. Walker, seconded by Mr. Coury, the Board adopted Resolution 2023-04, Designating Matthew Huber as Assistant Secretary, for the Palma Sola Trace Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Natural Areas Policy**

Mr. Huber will send copies of the natural area samples to the Board.

**FIFTH ORDER OF BUSINESS**

**Discussion of a No Trespass Policy**

Mr. Huber discussed the possibilities of a no trespassing policy.

**SIXTH ORDER OF BUSINESS**

**Ratification of Brightview Proposals**

The Chairman already approved the proposal for the area behind the South wall to be cleared, and the work has been completed. Mike Coury had questions regarding Admirals' contract of removal of the debris behind the South wall. Ms. Gray also stated that there was a ton of debris at the South wall.

On a Motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board ratified the Brightview Proposal to clear the area behind the South wall, for the Palma Sola Trace Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Removal of Debris and  
Impending Growth on the South Wall  
Proposal**

On a Motion by Mr. Coury seconded by Mr. Diamond, with all in favor, the Board approved the Brightview Proposal to remove the debris and impending growth on the South wall for \$15,000, for the Palma Sola Trace Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Replacement of Mirror  
Leaf Viburnum**

On a Motion by Ms. Walker, seconded by Mr. Crumpler, with all in favor, the Board approved the Brightview Proposal to replace the Mirror Leaf Viburnum, for the Palma Sola Trace Community Development District.



**NINTH ORDER OF BUSINESS****Consideration of Replacement  
of Damaged Sod Proposal**

On a Motion by Ms. Walker, seconded by Mr. Crumpler, with all in favor, the Board approved the Brightview Proposal to repair the damaged sod at the clubhouse, located on the North side, in the amount of \$2,600, for the Palma Sola Trace Community Development District.

**TENTH ORDER OF BUSINESS****Consideration of Installment  
of Jatropha & Variegated Arboricola  
Proposal**

On a Motion by Mr. Crumpler, seconded by Mr. Coury, with one opposing vote from Ms. Gray, the Board approved the Brightview Proposal to install Jatropha and Variegated Arboricola outside the condos, at the 71<sup>st</sup> Emergency gate for \$565.00, for the Palma Sola Trace Community Development District.

**ELEVENTH ORDER OF BUSINESS****Consideration of Removal of  
Trees behind the Clubhouse Proposal**

On a Motion by Ms. Walker, seconded by Mr. Coury, with one opposing vote from Ms. Gray, the Board approved the Brightview Proposal to clear trees behind the clubhouse in the amount of \$1,300.00, for the Palma Sola Trace Community Development District.

**TWELFTH ORDER OF BUSINESSs****Consideration of Minutes of the Board of  
Supervisors' Regular Meeting held on  
December 15, 2022**

On a Motion by Ms. Walker, seconded by Mr. Diamond, with all in favor, the Board approved the Regular Meeting Minutes from December 15, 2022, as amended, for the Palma Sola Trace Community Development District.

**THIRTEENTH ORDER OF BUSINESS****Consideration of Operations  
& Maintenance Expenditures  
for November 2022, December 2022,  
and January 2023**

On a motion from Mr. Crumpler, seconded by Mr. Coury, the Board of approved the Operations and Maintenance Expenditures for November 2022 (\$14,091.48), December 2022 (\$12,212.17), and January 2023 (\$20,924.46), for the Palma Sola Trace Community Development District.

**FOURTEENTH ORDER OF BUSINESS**      **Staff Reports**

**A. District Counsel**

Ms. Gentry informed the Board of the firm's new name.

**B. District Engineer**

**1. South Perimeter Wall Repair Update**

Mr. Schappacher was present. The Board had a few concerns regarding the wall repair. Mr. Coury would like to know the status of the turf between the condo walls. He also inquired about the wind mitigation along the South wall, and asked whether the CDD will be responsible for the replacement of the palms, as well as the wrought iron fence. Mr. Schappacher informed the Board that the wrought iron fence is made to be porous to allow water to flow behind buildings 1, 2, and 3.

**C. District Manager**

Mr. Huber indicated that the next regular meeting is scheduled for Thursday, April 27, 2023, at 1:30 p.m.

**1. Review of Monthly Financials**

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

**2. District Manager Report**

**Presentation of Audit 2022 Engagement Letter**

On a Motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board approved the Audit 2022 Engagement Letter, for the Palma Sola Trace Community Development District.

**FIFTEENTH ORDER OF BUSINESS**      **Supervisor Requests**

There were a few supervisor requests. Mr. Crumpler informed the Board that the HOA is looking to purchase AV equipment. Ms. Gray would like to add the minutes and action item list on the website to do walk throughs with the Board, along with measurement of the contracts for the District. Ms. Walker would like to have the newsletter updated on the CDD vs HOA to include one night meeting. Mr. Coury would also like to address the under separate cover documents.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Crumpler, seconded by Mr. Coury, with all in favor, the Board adjourned the meeting at 3:28 p.m., for the Palma Sola Trace Community Development District.

Assistant Secretary

  
Chair / Vice Chair