

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 **Friday, September 15, 2023, at 10:01 a.m.** at the Palma Sola Trace Clubhouse located at 7408 Hamilton Road, Bradenton, FL 34209.

Present and constituting a quorum:

Eva Walker	Board Supervisor; Chairman
Mike Coury	Board Supervisor; Vice Chair
Dan Crumpler	Board Supervisor; Asst. Secretary

Also present were:

Matthew Huber	Regional District Manager; Rizzetta & Company, via con.
Ruben Durand	District Manager; Rizzetta & Company
David Kaiser	MPOA; Representative
Lauren Gentry	District Counsel; Kilinski Van Wyke, via con.
Molly Maggiano	District Counsel; Kilinski Van Wyke, via con.
Rick Schappacher	District Engineer; Schappacher Engineering, via con.
Michael Kaighin	Admiral; Representative
John McNeil	Admiral; Representative

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Staff Reports

A. District Counsel

District Counsel was present; however, no report was given.

B. District Engineer

1. Presentation of Fence Repair Summary

Present, provided updates on the fence repair.

On a Motion by Mr. Crumpler, seconded by Mr. Coury, the Board approved 2-1 to perform the east and west section of the fence repair with Family Fence in the amount of **\$10,080.00**, for the Palma Sola Trace Community Development District.

2. Discussion on Central Ditch

Mr. Schappacher presented report to the Board.

On a Motion by Ms. Walker, seconded by Mr. Coury, the Board approved the wall repair in the amount of **NTE \$1,500**, for the Palma Sola Trace Community Development District.

C. District Manager

Mr. Durand indicated that the next regular meeting is scheduled for Thursday, October 26, 2023, at 1:30 p.m. at the Palma Sola Trace Clubhouse, located at 7408 Hamilton Road, Bradenton FL 34209.

THIRD ORDER OF BUSINESS

Consideration of Third Addendum for Professional District Services

On a Motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board approved the Third Addendum for Professional District Services, for the Palma Sola Trace Community Development District.

FOURTH ORDER OF BUSINESS

Public Hearing on 2023-2024 Final Budget

On a Motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board moved to open the Public Hearing on the 2023-2024 Final Budget, for the Palma Sola Trace Community Development District.

A resident asked about budget increase and another resident inquired about how much money was in the reserves.

On a Motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board moved to close the Public Hearing on the 2023-2024 Final Budget, for the Palma Sola Trace Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-06,
Adopting the FY 2023-2024 Final Budget**

On a Motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board adopted Resolution 2023-06, Adopting the FY 2023-2024 Final Budget, for the Palma Sola Trace Community Development District.

SIXTH ORDER OF BUSINESS

**Public Hearing on FY 2023-2024
Imposing Special Assessments**

On a Motion by Mr. Coury, seconded by Mr. Crumpler, with all in favor, the Board moved to open the Public Hearing on the FY 2023-2024 Imposing of Special Assessments , for the Palma Sola Trace Community Development District.

No comments were made.

On a Motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board moved to close the Public Hearing on the FY 2023-2024 Imposing of Special Assessments, for the Palma Sola Trace Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-07,
Adopting Special Assessments for
FY 2023-2024**

On a Motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board adopted Resolution 2023-07, Adopting Special Assessments for 2023-2024, for the Palma Sola Trace Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2023-08,
Adopting the Fiscal Year 2023-2024
Meeting Schedule**

On a Motion by Mr. Coury, seconded by Mr. Crumpler, with all in favor, the Board adopted Resolution 2023-08, Adopting the Fiscal Year 2023-2024 Meeting Schedule, for the Palma Sola Trace Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of North/South Gate
Re-Planting Proposal**

On a Motion by Ms. Walker, seconded by Mr. Crumpler, with all in favor, the Board approved the Brightview Proposal in the amount of **\$24,083.00** and for spending to occur after January 2024, for the Palma Sola Trace Community Development District.

TENTH ORDER OF BUSINESS

**Presentation of Website Audit for
August 2023**

Ms. Walker questioned if the Website Audit was added to the website.

ELEVENTH ORDER OF BUSINESS

**Consideration of the Regular Meeting
Minutes held on June 22, 2023**

On a Motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board approved the Regular Meeting Minutes from June 22, 2023, for the Palma Sola Trace Community Development District.

TWELVTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for
June & July 2023**

**June 2023 - \$16,699.18
July 2023 - \$12,047.75**

On a motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board approved the Operations & Maintenance Expenditures for June 2023 (\$16,699.18) & July 2023 (12,047.75), for the Palma Sola Trace Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resignation

On a motion by Ms. Walker, seconded by Mr. Coury, with all in favor, the Board accepted the resignation of William Diamond, for the Palma Sola Trace Community Development District.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Walker nominated David Kaiser for the open seat at Palma Sola Trace Community Development District.

On a motion by Ms. Walker, seconded by Mr. Crumpler, with all in favor, the Board unanimously appointed David Keiser to the open seat, for the Palma Sola Trace Community Development District.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Coury, seconded by Ms. Walker, with all in favor, the Board adjourned the meeting at 11:15 a.m., for the Palma Sola Trace Community Development District.


Assistant Secretary


Chair / Vice Chair

**ADDENDUM TO AQUATIC MANAGEMENT AGREEMENT BETWEEN
PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT
AND ADMIRAL ENVIRONMENTAL LLC**

This **Addendum** (the “Addendum”) is made and entered into on this ____ day of October 2023, by and between:

Palma Sola Trace Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in the City of Bradenton, Florida, whose address is 12750 Citrus Park Lane, Suite 115, Tampa, FL 33625 (“**District**”); and

Admiral Environmental LLC, a Florida limited liability company, whose mailing address is P.O. Box 5546 Sarasota, FL 34277 (“**Contractor**”).

RECITALS

WHEREAS, the District and the Contractor previously entered into that certain *Aquatic Management Agreement between Palma Sola Trace Community Development District and Admiral Environmental LLC*, dated October 31, 2022, as amended from time to time (the “Agreement”); and

WHEREAS, pursuant to Section 4 of the Agreement, the Agreement shall renew for an additional one-year period on November 1, 2023; and

WHEREAS, Section 16 of the Agreement provides that the parties may amend the Agreement when such amendment is in writing and authorized by both parties; and

WHEREAS, the parties desire to amend certain terms of the Agreement as provided herein, which amended terms shall be effective upon the start of the renewal term.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The recitals stated above are true and correct and are incorporated as a material part of this Addendum.

SECTION 2. The Agreement is hereby renewed until October 31, 2024, and will thereafter automatically renew as provided in Section 4.B. of the Agreement.

SECTION 3. The Services for the Drainage Creek shall be increased to six (6) service events per year. As compensation for Services related to the Drainage Creek, District shall pay Contractor Two Thousand, Six Hundred Dollars (\$2,600.00) per service event, for an annual total of Fifteen Thousand Six Hundred Dollars (\$15,600.00).

SECTION 4. As compensation for the Services related to the Ponds, District shall pay Contractor Eight Hundred Seventy-Six Dollars (\$876.00) per month, for an annual total of Ten Thousand Five Hundred Twelve Dollars (\$10,512.00).

SECTION 5. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties. Except as specifically described in this Addendum, nothing herein shall modify the rights and obligations of the parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, fees, costs, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 6. The execution of this Addendum has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Addendum.

SECTION 7. This Addendum may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have signed this Addendum to be effective on the day and year first written above.

ATTEST:

**PALMA SOLA TRACE
COMMUNITY DEVELOPMENT
DISTRICT**

R. Durand
Assistant Secretary

Era M. Hallen
Chairperson, Board of Supervisors

ATTEST:

ADMIRAL ENVIRONMENTAL, LLC.

Print Name

By: _____
Print: _____
Its: _____

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF PALMA SOLA TRACE COMMUNITY DEVELOPMENT DISTRICT AMENDING THE FISCAL YEAR 2022/2023 GENERAL FUND BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the Board of Supervisors of the District (“Board”) previously adopted a final General Fund Budget (“Budget”) for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023 (“Fiscal Year 2022/2023”); and

WHEREAS, the Board desires to amend the Fiscal Year 2022/2023 Budget to reflect changes to budgeted revenues and expenses approved during Fiscal Year 2022/2023; and

WHEREAS, pursuant to Chapters 189 and 190, *Florida Statutes*, the Board is authorized to amend the Fiscal Year 2022/2023 Budget within sixty (60) days following the end of the Fiscal Year 2022/2023; and

WHEREAS, the Board finds that it is in the best interest of the District and its landowners to amend the Fiscal Year 2022/2023 Budget to reflect the actual appropriations.

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

SECTION 1. BUDGET AMENDMENT.

- a. The Board has reviewed the proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget attached hereto as **Exhibit A** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of Sections 190.008(2)(a) and 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, “Adopted Annual Budget”) may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for Fiscal Year 2022/2023.
- c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for the Palma Sola Trace Community Development District for the Fiscal Year Ending September 30, 2023, as amended and adopted by the Board of Supervisors effective October 26, 2023.”

SECTION 2. APPROPRIATIONS. There is hereby appropriated out of the revenues of the District, the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sums set forth below, to be raised by special assessments or otherwise, which sums are 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 2013 A-1)	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. CONFLICTS. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

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

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect as of October 26, 2023.

PASSED AND ADOPTED this 26th day of October, 2023.

ATTEST:

**PALMA SOLA TRACE COMMUNITY
DEVELOPMENT DISTRICT**

R. Durand
Secretary/Assistant Secretary

Eva M. Walker
Chairperson, Board of Supervisors

Exhibit A: Amended General Fund Budget FY 2022/2023

EXHIBIT A
AMENDED FISCAL YEAR 2022/2023 GENERAL FUND BUDGET

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.

**WATERSET CENTRAL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District was held on **Thursday, September 14, 2023, at 9:05 AM** at the offices of **Rizzetta & Company, 2700 S. Falkenburg Road Suite 2745, Riverview FL 33578.**

Present and constituting a quorum:

Deneen Klenke	Board Supervisor, Chairman
Pete Williams	Board Supervisor, Vice Chairman
Lenny Woster	Board Supervisor, Assistant Secretary
Lynda McMorrow	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	RDM, Rizzetta & Company, via con. call
Ruben Durand	District Manager, Rizzetta & Co.
Erin McCormick	District Counsel, Erin McCormick Law
John Toborg	Field Services, Rizzetta
Daniel Erdmann	Representative, Sunrise Landscape
Katiria Parodi	Clubhouse Manager, Castle Group
Paul Anderson	Representative, Ballenger Irrigation
Brittney Carpio	Rizzetta & Company

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Durand called the meeting to order and confirmed a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Audience members present, iStroll owner requested to move dates for her workout group.

On a motion by Mr. Williams, seconded by Ms. Klenke, the Board approved to move istroll to the basketball court from October-April, 9:30 a.m. to 10:30 a.m., Monday, Wednesday and Friday, except when school is not in session for those day, for the Waterset Central Community Development District.

THIRD ORDER OF BUSINESS

Staff Reports

A. Aquatics

1. Presentation of Waterway Inspection Report

Not present, no report.

B. Landscape & Irrigation

1. Presentation of Landscape Inspection Report

Mr. Torborg presented report.

On a motion by Ms. Klenke, seconded by Mr. Williams, the Board approved proposal #7798 and #7799, for the Waterset Central Community Development District.

2. Landscape Contractor Update

Mr. Cane presented report.

3. Irrigation Contractor Update

Ms. Huff provided updates to the Board.

C. District Counsel

Ms. McCormick provided updates.

D. District Engineer

Not present. No report.

E. Clubhouse Manager

1. Presentation of Management Report

On a motion by Mr. Williams, seconded by Ms. Klenke, the Board denied the request of pool access for 5466 Wayfarer Ave., for the Waterset Central Community Development District.

F. District Manager

Mr. Durand advised the Board that the next meeting will be held on October 12, 2023 at 10:00 a.m. or immediately after, at the offices of Rizzetta & Company, located at 2700 S. Falkenburg Road Suite 2745, Riverview FL 33578.

FOURTH ORDER OF BUSINESS

**Consideration of First Addendum –
Contract for Professional Technology
Services**

On a motion by Ms. Klenke, seconded by Ms. McMorrow, with all in favor, the Board approved the First Addendum – Contract for Professional Technology Services, for the Waterset Central Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Sixth Addendum –
Contract for Professional District
Services**

On a motion by Mr. Williams, seconded by Ms. Klenke, with all in favor, the Board approved the Sixth Addendum – Contract for Professional District Services, for the Waterset Central Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Decorative Lights for
Clubhouse**

On a motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board approved the Decorative Lights for Clubhouse, for the Waterset Central Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Waterset Central
Maintenance Addendum**

On a motion by Ms. Klenke, seconded by Mr. Williams, with all in favor, the Board approved the Waterset Central Maintenance Addendum in the amount of \$3,832.87, for the Waterset Central Community Development District.

EIGHTH ORDER OF BUSINESS

**Discussion on the Administrative
Charges for Re-Issuing Access Cards.**

On a motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board requested for the Waterset South Board to take cost of lanyards and cards, for the Waterset Central Community Development District.

NINTH ODER OF BUSINESS

**Discussion on the Desire to Transition
the Board to Residents**

Start process for full turnover by Q1, 2024.

Emails to be sent to residents to attend October's meeting.

TENTH ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Meeting held on
August 10, 2023.**

On a motion by Mr. Williams, seconded by Ms. Klenke, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting Held on August 10, 2023, for the Waterset Central Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of the Operations &
Maintenance Expenditures for**
June 2023- \$134,126.04
July 2023- \$150,975.28
August 2023- \$133,621.90

On a motion by Ms. Klenke, seconded by Mr. Williams, with all in favor, the Board approved the Operations & Maintenance Expenditures for June, July and August 2023, for the Waterset Central Community Development District.

TWELVTH ORDER OF BUSINESS

Supervisor Requests


No requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Ms. Klenke, seconded by Ms. McMorrow, the Board adjourned the meeting at 10:40 a.m., for the Waterset Central Community Development District.


Assistant Secretary


Chair / Vice Chair