



Rizzetta & Company

Palma Sola Trace Community Development District

Board of Supervisors' Meeting October 22, 2020

To be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193, 20-264 issued by Governor DeSantis, as subsequently extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

www.palmasolatracecdd.org

**PALMA SOLA TRACE
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors	Peter Gelman Roger Ohlson Robert Mauriello Eva Walker William Diamond	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Bryan Radcliff	Rizzetta & Company, Inc.
District Attorney	Jere Earlywine	Hopping Green & Sams, P.A.
District Engineer	Rick Schappacher	Schappacher Engineering

All phones must be placed on mute while in the meeting unless participating in the discussion.

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.

October 14, 2020

Board of Supervisors
Palma Sola Trace Community
Development District

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Palma Sola Trace Community Development District will be held on **Thursday, October 22, 2020 at 1:30 p.m.** may be conducted remotely, using communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-139, 20-150, 20-179, 20-264 issued by Governor DeSantis, and as each may be amended or extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on August and September 2020..... Tab 1
 - B.** Consideration of Operations & Maintenance Expenditures for August and September 2020 Tab 2
- 4. BUSINESS ITEMS**
 - A.** Discussion of Wall Transfer from HOA to CDD
- 5. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to contact us at (813) 933-5571.

Respectfully,

Bryan Radcliff

Bryan Radcliff
District Manager

Tab 1

MINUTES OF MEETING

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

**PALMA SOLA TRACE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Palma Sola Trace Community Development District was held on **Thursday, August 27, 2020 at 1:30 p.m.** by means of communications media technology via telephonic pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020, and Executive Order 20-112, dated April 29, 2020, respectively, and pursuant to Section 120.54.(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Peter Gelman	Board Supervisor; Chair
Roger Ohlson	Board Supervisor; Vice Chair
Robert Mauriello	Board Supervisor; Asst. Secretary
Bill Diamond	Board Supervisor; Asst. Secretary
Eva Walker	Board Supervisor; Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Lauren Gentry	District Counsel; Hopping Green & Sams
Rick Schappacher	District Engineer; Schappacher Engineering
Gary Moore	District Manager; Rizzetta & Company, Inc.

Audience	None
----------	-------------

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

No audience members present.

49 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of**
50 **Board Supervisors' Regular**
51 **Meeting held on June 25, 2020**
52

53 Mr. Radcliff presented the minutes of Board of Supervisors' Regular Meeting held
54 June 25, 2020 to the Board for consideration.
55

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board approved the Minutes of Board of Supervisors' Regular Meeting held on June 25, 2020, for the Palma Sola Trace Community Development District.

56
57 **FOURTH ORDER OF BUSINESS** **Consideration of Operations &**
58 **Maintenance Expenditures for**
59 **June and July 2020**
60

On a Motion by Ms. Walker, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures June 2020 (\$9,465.87) and July 2020 (\$21,127.73), for the Palma Sola Trace Community Development District.

61
62 **FIFTH ORDER OF BUSINESS** **Ratification of Agreement for**
63 **Retaining Wall Repair**
64

On a Motion by Ms. Walker, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors ratified the Agreement for Retaining Wall Repair with ANJ Excavation, LLC, for the Palma Sola Trace Community Development District.

65
66 **SIXTH ORDER OF BUSINESS** **Discussion of Wall Transfer from**
67 **HOA to the CDD**
68

69 A discussion ensued on the Wall Transfer from HOA to the CDD.
70

71 **SEVENTH ORDER OF BUSINESS** **Public Hearing on FY 2020-2021**
72 **Final Budget**
73

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board of Supervisors opened the Public Hearing on FY 2020-2021 Final Budget, LLC, for the Palma Sola Trace Community Development District.

74
75

On a Motion by Mr. Gelman, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors closed the Public Hearing on FY 2020-2021 Final Budget, LLC, for the Palma Sola Trace Community Development District.

76
77 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution**
78 **2020-08; Approving FY 2020-**
79 **2021 Final Budget**
80

On a Motion by Mr. Gelman, seconded by Mr. Walker, with all in favor, the Board of Supervisors adopted Resolution 2020-08; Approving FY 2020-2021 Final Budget, for the Palma Sola Trace Community Development District.

81
82 **NINTH ORDER OF BUSINESS** **Public Hearing of Imposing FY**
83 **2020-2021 Special Assessments**
84

On a Motion by Mr. Gelman, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors opened the Public Hearing for Imposing FY 2020-2021 Special Assessments, for the Palma Sola Trace Community Development District.

85
On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board of Supervisors closed the Public Hearing for Imposing FY 2020-2021 Special Assessments, for the Palma Sola Trace Community Development District.

86
87 **TENTH ORDER OF BUSINESS** **Consideration of Resolution**
88 **2020-09; Imposing FY 2020-2021**
89 **Special Assessments**
90

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board of Supervisors adopted Resolution 2020-09; Imposing FY 2020-2021 Special Assessments, for the Palma Sola Trace Community Development District.

91
92 **ELEVENTH ORDER OF BUSINESS** **Consideration of 2020-10;**
93 **Setting FY 2020-2021 Meeting**
94 **Schedule**
95

96 A correction was made to the schedule, adding December 10, 2020.
97

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board of Supervisors adopted Resolution 2020-10; Setting FY 2020-2021 Meeting Schedule, as amended, for the Palma Sola Trace Community Development District.

98
99 **TWELFTH ORDER OF BUSINESS**

**Consideration of CIAccess Gate
Repair Proposal**

100
101
102 The Board approved the CIAccess Gate Repair Proposal with a not-to-exceed
103 amount of \$6800.00
104

On a Motion by Ms. Walker, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors approved the CIAccess Gate Repair Proposal with a not-to-exceed amount of \$6800.00, for the Palma Sola Trace Community Development District.

105
106 **THIRTEENTH ORDER OF BUSINESS**

Staff Reports

107
108 **A. District Counsel**

109
110 Ms. Gentry reviewed the Governor’s Executive Order 20-150 and Sunshine
111 Laws.
112

113 **B. District Engineer**

114
115 Mr. Schappacher discussed the sod behind the retaining wall and updated
116 the Board on the retaining wall.
117

118 **C. District Manager**

119
120 Mr. Radcliff confirmed that the next meeting will be a Special Meeting held
121 September 24, 2020 at 1:30 p.m. to be conducted by telephonic or video
122 conferencing communications media technology pursuant to Executive Orders
123 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193 issued by
124 Governor DeSantis, as subsequently extended, and pursuant to Section
125 120.54(5)(b)2., Florida Statutes.
126

127 **i. Presentation of Unaudited Financial Statements**

128 Mr. Radcliff presented the latest unaudited financial statements to the
129 Board for review.
130

131 **ii. Streetlight Status Update**

132 Mr. Radcliff updated the Board on the status of the streetlights within
133 the District.
134
135
136

137 **FOURTEENTH ORDER OF BUSINESS**

Supervisor Requests

138
139 Mr. Mauriello requested that Aquagenix be present at the September meeting to
140 address the excessive weeds interfering with recently installed vegetation.

141
142 Ms. Walker requested follow-up on a tree in Pond 1 which needs attention.

143
144 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board of Supervisors adjourned the meeting at 2:44 p.m. for the Palma Sola Trace Community Development District.

146
147
148
149
150

Asst. Secretary

Chair / Vice Chair

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, September 24, 2020 at 1:31 p.m.** conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193 issued by Governor DeSantis, as subsequently extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Peter Gelman	Board Supervisor; Chair
Roger Ohlson	Board Supervisor; Vice Chair
Robert Mauriello	Board Supervisor; Asst. Secretary
Bill Diamond	Board Supervisor; Asst. Secretary
Eva Walker	Board Supervisor; Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Lauren Gentry	District Counsel; Hopping Green & Sams
Rick Schappacher	District Engineer; Schappacher Engineering
Sete Zare	Representative; MBS Capital Markets
Jennifer Kalinski	District Counsel; Hopping Green & Sams
Misty Taylor	Representative; Bryant Miller Olive

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

The Board entertained resident comments.

49 **THIRD ORDER OF BUSINESS** **Ratification of Egis Insurance**
50 **Proposal**
51

52 Mr. Radcliff presented the Egis Insurance Proposal to the Board.
53

On a Motion by Mr. Gelman, seconded by Mr. Diamond, with all in favor, the Board ratified the Egis Insurance Proposal for 2020-2021, for the Palma Sola Trace Community Development District.

54 **FOURTH ORDER OF BUSINESS** **Discussion of Wall Transfer from**
55 **the HOA to the CDD**
56
57

58 Mr. Gelman addressed the Board regarding the Wall Transfer from the HOA to
59 the CDD. Ms. Gentry then spoke regarding a possible bond issuance to fund the wall
60 repair. A conversation ensued.
61

62 **FIFTH ORDER OF BUSINESS** **Presentation of Information on**
63 **Wall from HOA**
64

65 The Board and staff continued the discussion on the Wall. (Exhibit A and B)
66

67 **SIXTH ORDER OF BUSINESS** **Consideration of the Bond**
68 **Counsel Agreement**
69

70 The Board agreed to table the Bond Counsel Agreement from Bryant Miller Olive.
71

72 **SEVENTH ORDER OF BUSINESS** **Consideration of Engagement**
73 **Letter from MBS Capital Markets,**
74 **LLC**
75

76 Ms. Zare presented her report to the Board. The Board accepted the
77 engagement letter from MBS Capital Markets.
78

On a Motion by Mr. Diamond, seconded by Mr. Mauriello, with all in favor, the Board of Supervisors approved the Engagement Letter from MBS Capital Markets, LLC, for the Palma Sola Trace Community Development District.

79 **EIGHTH ORDER OF BUSINESS** **Staff Reports**
80

81 **A. District Counsel**
82 No report.
83

84 **B. District Engineer**
85 Not present.
86
87
88

Tab 2

**PALMA SOLA TRACE
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

**Operation and Maintenance Expenditures
August 2020
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,987.55**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ANJ Excavation LLC	003328	3 07/20	Add Fill and Filter Fabric to Retaining Wall	\$ 7,895.50
Aquagenix	003332	4088147	Aquatic Service 08/20	\$ 850.00
Bellmore Electric Inc.	003329	7869	Street Light Repairs	\$ 160.00
Bellmore Electric Inc.	003333	7873	Street Light Repairs	\$ 155.00
BrightView Landscape services, Inc.	003334	6928669	Monthly Lawn Service 08/20	\$ 748.00
Florida Power & Light Company	003330	21937-71157 07/20	3724 Summerwind Cir # Gate 07/20	\$ 12.72
Florida Power & Light Company	003330	56695-14423 07/20	3804 Bridlecrest Ln # PUMP 07/20	\$ 106.08
Florida Power & Light Company	003330	75654-55537 07/20	3807 75th ST W # ST LTS 07/20	\$ 104.15
Florida Power & Light Company	003330	84373-03152 07/20	4095 Overture Cir # GATE 07/20	\$ 17.93
Hopping Green & Sams	003335	116599	General/Monthly Legal Services 07/20	\$ 349.00
Rizzetta & Company, Inc.	003326	INV0000051767	District Management Fees 08/20	\$ 4,041.67
Rizzetta Technology Services, LLC	003327	INV0000006100	Website Email & Hosting 08/20	\$ 100.00
Schappacher Engineering, LLC	003331	1688	Engineering Services 07/20	\$ 1,447.50
Report Total				<u>\$ 15,987.55</u>

**PALMA SOLA TRACE
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

**Operation and Maintenance Expenditures
September 2020
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through September 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$17,021.83**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquagenix	003344	4089615	Wetland Maintenance 08/20	\$ 3,000.00
Aquagenix	003347	4090715	Aquatic Service 09/20	\$ 850.00
Bradenton Herald	003348	0004742058 09/09/20	Legal Advertising 09/20	\$ 155.61
Bradenton Herald	003351	0004753475 09/16/20	Legal Advertising 09/20	\$ 63.18
BrightView Landscape services, Inc.	003349	6971425	Monthly Lawn Service 09/20	\$ 748.00
Egis Insurance Advisors, LLC.	003350	11439	General Liability/Property/POL Insurance 10/01/20-10/01/21	\$ 5,883.00
Eva Walker	003343	EW082720	Board of Supervisors Meeting 08/27/20	\$ 200.00
Florida Power & Light Company	003345	21937-71157 08/20	3724 Summerwind Cir # Gate 08/20	\$ 12.80
Florida Power & Light Company	003345	56695-14423 08/20	3804 Bridlecrest Ln # PUMP 08/20	\$ 112.37
Florida Power & Light Company	003345	75654-55537 08/20	3807 75th ST W # ST LTS 08/20	\$ 104.15
Florida Power & Light Company	003345	84373-03152 08/20	4095 Overture Cir # GATE 08/20	\$ 19.00
Peter Gelman	003338	PG082720	Board of Supervisors Meeting 08/27/20	\$ 200.00
Rizzetta & Company, Inc.	003341	INV0000052557	District Management Fees 09/20	\$ 4,041.67
Rizzetta Technology Services, LLC	003342	INV0000006200	Website Email & Hosting 09/20	\$ 100.00
Robert Mauriello	003339	RM082720	Board of Supervisors Meeting 08/27/20	\$ 200.00

Palma Sola Trace Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Roger Ohlson	003340	RO082720	Board of Supervisors Meeting 08/27/20	\$ 200.00
Schappacher Engineering, LLC	003346	1703	Engineering Services 08/20	\$ 525.00
Securt Holdings, LLC dba CIA Access	003336	22806081320	Service Call-Gate Repair 08/20	\$ 407.05
William M Diamond	003337	WD082720	Board of Supervisors Meeting 08/27/20	\$ 200.00
Report Total				<u>\$ 17,021.83</u>