

**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 27, 2014 at 1:30 p.m.** at the Palma Sola Trace Clubhouse located at 7408 Hamilton Road, Bradenton, FL 34209.

Present and constituting a quorum:

Peter Gelman	<b>Board Supervisor, Chairman</b>
Bruce Parker	<b>Board Supervisor, Assistant Secretary</b>
Roger Ohlson	<b>Board Supervisor, Assistant Secretary</b>
Mareed Stollman	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel; Hopping Green &amp; Sams, P.A.</b>
Rick Schappacher	<b>District Engineer; Schappacher Engineering</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no comments or questions from the audience.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting Held Dec. 19, 2013**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on December 19, 2013 to the Board for consideration.

On a Motion by Ms. Stollman, seconded by Mr. Gelman, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held on December 19, 2013 as presented for the Palma Sola Trace Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for December  
2013 and January 2014**

Mr. Cox presented the operation and maintenance expenditures for December 2013 (\$11,868.91) and January 2014 (\$8,209.35) to the Board for ratification.

On a Motion by Mr. Gelman, seconded by Mr. Ohlson, with all in favor, the Board ratified the Operation & Maintenance Expenditures for December 2013 (\$11,868.91) and January 2014 (\$8,209.35) for the Palma Sola Trace Community Development District.

**FIFTH ORDER OF BUSINESS**

**Public Hearing on Rules of Procedure**

Mr. Earlywine explained why the Rules of Procedure are being updated. Mr. Cox asked for a motion to open the public hearing portion of the meeting.

On a Motion by Ms. Stollman, seconded by Mr. Parker, with all in favor, the Board opened the public hearing portion of the meeting for the Palma Sola Trace Community Development District.

There were no comments or questions from any of the audience members present.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-03,  
Adopting Rules of Procedure**

Mr. Cox presented Resolution 2014-03 to the Board for consideration. Discussion was held regarding some of the acquisition rules.

On a Motion by Mr. Gelman, seconded by Mr. Parker with all in favor, the Board adopted Resolution 2014-03, Adopting Rules of Procedure, for the Palma Sola Trace Community Development District.

Mr. Cox then asked for a motion to close the public hearing portion of the meeting.

On a Motion by Ms. Stollman, seconded by Mr. Gelman with all in favor, the Board closed the public hearing portion of the meeting for the Palma Sola Trace Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Board Supervisor  
Appointment**

Mr. Cox explained that the resignation of Jim Fleming leaves a vacancy on the Board to

be filled and advised that qualified resident Caryl Mason had submitted her biography (Exhibit A) for consideration. After discussion the Board chose to appoint Ms. Mason to fill vacant seat #2 which has a term ending in November 2014.

On a Motion by Mr. Ohlson, seconded by Mr. Gelman, with all in favor, the Board appointed Caryl Mason to serve in Board seat #2 with a term ending in November 2014 for the Palma Sola Trace Community Development District.

Mr. Cox administered the oath of office to Ms. Mason and Mr. Earlywine provided her with information regarding Sunshine Law and Board supervisor ethics. Ms. Mason indicated she will accept compensation for serving on the Board.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-04,  
Redesignating Officers**

Mr. Cox presented Resolution 2014-04 to the Board for consideration and explained the document to the Board. Mr. Ohlson nominated Mr. Gelman to serve as Chairman. Mr. Parker nominated Mr. Ohlson to serve as vice chairman. As there were no other nominations, Mr. Cox called for a vote by show of hands for each office and the results were unanimous for both. Mr. Cox also explained that the remaining Board members would then serve as assistant secretaries, along with himself and fellow Rizzetta & Company, Inc. District Manager Matthew Huber.

On a Motion by Mr. Parker, seconded by Ms. Stollman, with all in favor, the Board adopted Resolution 2014-04, Redesignating Officers, for the Palma Sola Trace Community Development District.

**NINTH ORDER OF BUSINESS**

**Presentation of Summary of Unaudited  
District Financial Statements**

Mr. Cox presented the latest monthly unaudited District financial summary as of January 31, 2014 to the Board and reviewed it for them. Mr. Earlywine discussed with the Board the potential to refinance again the bonds that were just recently refinanced.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Earlywine informed the Board that his office will be monitoring the upcoming legislative session to gather any information related to CDDs.

**B. District Engineer**

Mr. Schappacher provided a report on the status of installation of the drain pipe on pond #1. He advised that SWFWMD approved all work recently accomplished in the

District and stated he would like to get proposals to fix additional deficiencies. Mr. Gelman asked Mr. Schappacher to look also throughout the creek area for storm water system erosion issues.

**C. District Manager**

Mr. Cox announced the next regularly scheduled meeting is set to be held on April 24, 2014. He then presented to the Board for consideration a proposal from Unique Gardens, LLC for painting of the streetlight bases. Mr. Cox advised the proposal is for the painting of 101 bases at a price of \$40 each and includes a description of the surface prep and cleaning. Discussion ensued. Mr. Cox advised he is awaiting a response from the vendor regarding a more detailed description of the job specifications.

On a Motion by Ms. Stollman, seconded by Mr. Parker, with all in favor, the Board approved the proposal from Unique Gardens, LLC for painting of 101 streetlight bases for a total amount not to exceed \$5,000.00, contingent upon the Chairman's review of job specifications and final approval, for the Palma Sola Trace Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Gelman discussed an algae issue in pond #4, indicating algae is growing in and around the vegetation, and Mr. Cox advised that Aquagenix was treating the area earlier that morning. Mr. Gelman then asked that new Board member Ms. Mason get a "CDD 101" class.

Mr. Parker indicated he would like to accelerate the installation of aquatic plants in ponds #6 and #10.

Ms. Mason asked how the aquatic plant designs in and around the ponds were developed.


Ms. Stollman asked about pruning the palm trees planted as a buffer along the creek.

Mr. Ohlson said there is a lot of garbage in the creek and the top rails of the bridge are badly splintered and need to be fixed. Mr. Schappacher will inspect the bridge for repair.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Gelman, seconded by Mr. Ohlson, with all in favor, the Board adjourned the meeting at 2:45 p.m. for the Palma Sola Trace Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

# **Exhibit A**

**Caryl Mason**

**4001 Bridlecrest Lane**

**Caryl.mason@gmail.com**

**Cell 860 227-2183**

**Home 941 201-4471**

**Legal resident of Florida**

**Previous resident of Connecticut > 55 years**

**Education:**

**Hartford State Technical College A.S. Computer Science**

**University of New Haven matriculated B.A. Business**

**Experience :**

**20 years in Human Resources at Yale University Retired 2009**

**Progressed from HR Representative in Medical School to Associate Director**

**Of Staffing for entire university**

**10 years prior human resources experience in employee relations, labor relations, staffing & headhunter**

**Current volunteer activity: Docent, Mote Marine Aquarium**

**Previous volunteer activities:**

**Trustee, Congregational Church, Old Saybrook, CT**

**Sunday school teacher, scout leader, Little League Coach & V.P., soup kitchen & garden volunteer**