

**PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC.**  
**MEETING OF THE BOARD OF TRUSTEES**  
**Minutes**  
**November 19, 2015**

A meeting of the Board of Trustees of the Palmer Ranch Master Property Owners Association, Inc. was held November 19, 2015 at Covenant Life Church located at 8490 McIntosh Road, Sarasota, Florida.

Trustees present: Sue Ambrecht, Fred Falkner, Kathrin Harris, Bob Holzman, Steve Jeantet, Lee Katz, Cathy Leetzow, Bob Mills, Rob O'Connor, Barbara Tierney, Peggy Wells, and Garry Wharton.

Trustees absent: Steve Anderson and Laura Gilbert.

Community Representatives present: Steve Engber of Botanica, Bill Noonan of Deer Creek, Donald McKee of Marbella, Carol Auricchio of Mira Lago, Fred Falkner of Vineyards of Silver Oak, Kathrin Harris of Turtle Rock, James Wedin and Peggy Wells of VillageWalk, Steve Jeantet of Covenant Life Church, and Bob Holzman of TPC Prestancia.

Members present: Mark Newcombe of Silver Oak.

Also in attendance: Tracy Smith.

**I. Convene/Quorum:** Having declared that a quorum was present, Board President Garry Wharton convened the meeting at 3:00 p.m. He also stated that attendees at the meeting would be given the opportunity to introduce themselves and have the opportunity to speak at the end of the agenda.

**II. MINUTES OF PREVIOUS MEETING**

There being no changes or additions, the minutes of the Board of Trustees held on September 24, 2015 were unanimously considered approved as distributed.

**III. PRESIDENT'S REPORT**

No report at this time.

**IV. FINANCIAL REPORT**

The financial statement for period ending October 31, 2015 was provided to the Board prior to the meeting. Mr. Rob O'Connor reported that the bank accounts were reconciled and financials were in good order. Opportunity to ask questions or provide comment was given.

**V. COMMITTEE/MANAGEMENT REPORTS**

The following reports were distributed to board members prior to the meeting. Opportunity to ask questions or provide comment was given.

- Management Report: No questions or comments.

- Grounds Report: Tracy reported that three Oak Trees were removed from medians north on Honore Avenue; however, some stump grinding still needs to be done. Once completed, replacement trees can be installed.
- Advisory Committee: No questions or comments.
- Parks Committee: Bob Mills reported that there are continued meetings in progress about the Paw Park to inform the County of the Paw Park interest from the community.
- Community Center Ad Hoc Team: To be reported on in detail at the meeting.
- Website / Communications Ad Hoc Team. No questions or comments.
- Palmer Ranch Watershed/Natural Assets Team. Rob O'Connor gave a brief summary of the first workshop, held on November 10<sup>th</sup>. It was very well attended and received by attendees. Presenters were Stephen Suau, John Ryan, and Robert Wright.

## VI. OLD BUSINESS:

**A. Legacy Trail Maintenance:** Cathy Leetzow expressed her concern about the maintenance and appearance along McIntosh Road.

Motion by Cathy Leetzow, second by Sue Ambrecht, to:

1. Task the Master Association staff to contact the Sarasota Park and Recreational department to see if there are any plans to clean and/or maintain the area of the Legacy Trail east of McIntosh, north of Palmer Ranch Parkway, and east to the Culverhouse Nature Park entrance,

2. Obtain updated proposals to clean the area and authorize the Master Association staff to proceed with clean up as long the cost does not exceed \$30,000.00, and

3. Authorize the Master Association staff to obtain bids for maintenance of said area.

Discussion.

Vote: Yes: Fred Falkner, Kathrin Harris, Bob Holzman, Steve Jeantet, Lee Katz, Cathy Leetzow, Bob Mills, Rob O'Connor, Barbara Tierney, Peggy Wells, and Garry Wharton.

Vote: No: Steve Jeantet; motion passed.

## VII. NEW BUSINESS:

**A. Office/Community Center:** Bob Mills made a slide presentation about the proposed Office/Community Center project and Tracy Smith assisted with additional information. A Resolution containing the motion and additional information had been distributed to the PRMA Trustees for review prior to the 11/19/15 meeting.

Motion by Garry Wharton, second by Kathrin Harris, to accept a resolution of the Board of Trustees of the Palmer Ranch Master Property Owners Association, Inc. ("Association") to approve expenditure of funds for the construction of a Community Center.

Discussion.

Vote: Yes: Fred Falkner, Kathrin Harris, Bob Holzman, Steve Jeantet, Lee Katz, Cathy Leetzow, Bob Mills, Rob O'Connor, Barbara Tierney, Peggy Wells, and Garry Wharton.

Vote: No: Sue Ambrecht; motion passed.

Note: Garry Wharton, President, signed the Resolution and Barbara Tierney, Secretary, signed and attested as witness at the PRMA meeting upon approved motion. Resolution attached

and made a part of these minutes. (See Attachment A).

**B. Paid Holidays for PRMA Staff:**

Motion by Bob Mills, second by Steve Jeantet, to give Association Staff two additional paid holidays off, Thursday, December 24, and Thursday, December 31. Discussion. Unanimous approval; motion passed.

**C. Special PRMA Holiday Event:**

Motion by Bob Mills moves, second by Cathy Leetzow, to host a special holiday event for PRMPOA Trustees, staff, and their significant others at Stoneybrook G&CC on Sunday, December 13, 2015 for brunch, at a cost not to exceed \$1,000. Discussion. Unanimous approval; motion passed.

**D. Turf Replacement:**

Motion by Steve Jeantet, second by Kathrin Harris, to authorize replacement of 6,900 square feet of uncontrollable weeds (Crabgrass, Bermuda, and Torpedo – determined by 50% encroachment within St. Augustine) in the amount of \$5,175. This expense amount is in addition to the turf replacement due to failing/weak stand of St. Augustine in the amount of \$3,131.25, already authorized by Master Association management. Discussion. Unanimous approval; motion passed.

**E. Nominating Committee Appointment Residential:**

Motion by Kathrin Harris, second by Sue Ambrecht, to appoint Curt Gilroy of Turtle Rock, Steve Engber of Botanica, and Cathy Leetzow of Isles of Sarasota to the Residential Nominating Committee. Discussion. Unanimous approval; motion passed.

**VIII. COMMUNITY REPRESENTATIVES – DISCUSSION – NO COMMENTS.**

**IX. MEETING SCHEDULE**

The following Board Meetings will be held at Covenant Life Church, 8490 McIntosh Road, Sarasota, FL:

- A. Thursday, January 28, 2016 – 3pm
- B. Annual Members Meeting – Thursday, March 24, 2016 – 3pm.

**X. ADJOURN**

Motion by Sue Ambrecht, second by Lee Katz to adjourn. Unanimous approval. Motion passed. Meeting adjourned at 4:07 PM.

Respectfully submitted,  
Barbara Tierney, Trustee Secretary  
Palmer Ranch Trustee Board  
November 21, 2015

**Attachment A:**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC. ("ASSOCIATION") TO APPROVE THE CONSTRUCTION OF AND TO APPROVE THE EXPENDITURE OF FUNDS FOR THE CONSTRUCTION OF A COMMUNITY CENTER**

BE IT HEREBY RESOLVED by the Board of Trustees of the Association, as follows:

**SECTION 1.** That Association, in accordance with the provisions of the Master Documents, as amended, shall cause to be constructed a building ("Community Center") which shall provide office space for the administrative responsibilities of the Association and, in addition, shall provide space for meeting rooms for utilization by the Communities and Neighborhood Associations, as they are defined in Articles 1.13, 1.14, 1.36 and 1.37 of the Declaration of Protective Covenants, Conditions And Restrictions For Palmer Ranch, as amended (collectively, "Declaration"), for the Committed Property, as defined in Article 1.12 of the Declaration, located in the Palmer Ranch development;

**SECTION 2.** That the Community Center shall be constructed within a budget ("Budget") of ONE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$1,700,000.00);

**SECTION 3.** That, should the need arise, the Budget may be increased with the approval of the Board of Trustees of the Association in an amount not to exceed 25% of the Budget in the event of cost overruns, unanticipated costs, and change orders necessary to construct the Community Center;

**SECTION 4.** That the Association is authorized to expend up to TWO HUNDRED THOUSAND DOLLARS (\$200,000.00) from the Enhancement Item of the Association's 2016 Budget to meet the costs of the preliminary items (to include, but not be limited to, architectural designs, contracts, permitting and similar items) necessary for the construction of the Community Center;

**SECTION 5.** That, the Association is authorized to enter into an agreement with Stantec Consulting Services Inc. for those professional services, as outlined in the agreement, which will be required for the construction of the Building;

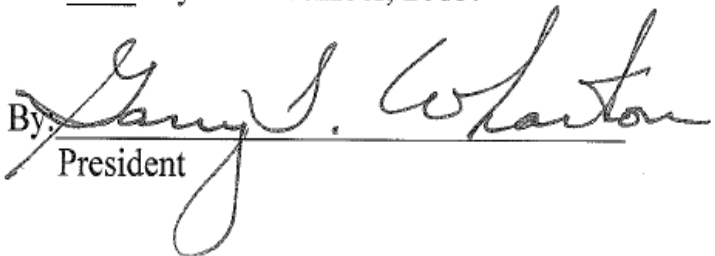
**SECTION 6.** That the Association is authorized to enter into an agreement with an architectural firm, which firm shall be determined after an appropriate selection process, for the production of those plans and

specifications necessary for the preparation of the scope of work for construction of the Community Center;

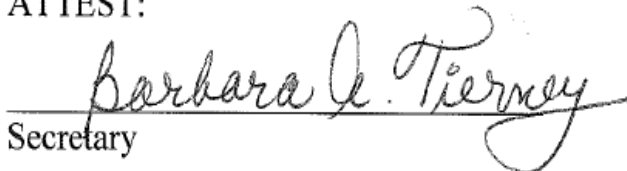
**SECTION 7.** That the Association is authorized to enter into negotiations with financial institutions for the purpose of securing a business loan in the amount of at least ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000.00) to pay for the construction of the Community Center;

**SECTION 8.** That, after selecting a financial institution or financial institutions, the Association is authorized to secure a business loan in the amount of at least ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000.00) from the selected financial institution or institutions.

ADOPTED by the Board of Trustees this 19<sup>th</sup> day of November, 2015.

By:   
President

ATTEST:

  
Secretary