

**Palmer Ranch Master Property Owners Association, Inc.**  
**Meeting of the Board of Trustees**  
**MINUTES**  
**July 28, 2022**

A Meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc. was held on July 28, 2022 via Zoom.

**Trustees present:** Bob Swan, Carol Auricchio, Chris Meyer, Cynthia Dopjera, Garry Wharton, Lee Katz, Lisa Meskil, Nicholas Spina, Peggy Wells and Thomas Weisman.

**Trustees absent:** Charles Reith, Elizabeth Miller and Tami Lansdell.

**Community Representatives present:** Bob Swan, Prestancia; Dwight Morrison, Silver Oak Estates; Jim Harnes, The Hamptons; Johanna Lampert, Cobblestone; Kathrin Harris, Turtle Rock; Kevin Garrity, Esplanade; Kristina Butler, Esplanade; Mike Holland, Isles of Sarasota; Oliver Janney, Deer Creek.

**Member present:** Mary Jenkins, Sandhill Preserve.

**Palmer Ranch Master Association staff in attendance:** Tracy Smith and Sue Ambrecht

**Convene/Confirmation of Quorum**

President Chris Meyer convened the meeting at 3:00pm, following confirmation of a quorum.

**Minutes of Previous Meeting**

There being no changes or corrections, the minutes of the May 19, 2022 Board of Trustees meeting were approved as distributed.

**Community Representative Input – Agenda Items**

No comments.

**Financial Report for the Period Ending June 30, 2022**

Tracy Smith presented the unaudited financial statement for the period ending June 30, 2022.

**Reports**

With the exception of the President's Report, reports were provided to the Board prior to the meeting. Each report was referenced and opportunity to provide updates or ask questions was given.

- A. President's Report – Comments provided by Chris Meyer
- B. Management & Community Development Reports - Comments provided by Tracy Smith.
- C. Grounds Report - Comments provided by Sue Ambrecht.
- D. Advisory Committee Report - Comments provided by Lee Katz.
- E. Palmer Ranch Watershed/Natural Assets Committee - Comments provided by Tracy Smith.

**Old Business**

**A. Signage Options for Use During Sandhill Crane Colt Season**

Motion by Lee Katz, seconded by Carol Auricchio, to accept Fast Signs Estimate #EST-24056 in the amount of \$317.71 to add a baby Sandhill Crane to 8 of the existing Sandhill Crane signs, with funding from Operating Account #61310 - Enhancements. Following discussion, the motion passed unanimously.

Palmer Ranch Master Association – Mission Statement

*'Our mission is to enhance and maintain the aesthetic quality of Palmer Ranch and to preserve the overall unique identity and sense of community.'*

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**B. Other**

There was no other old business to discuss.

**New Business**

**A. Communication & Social Media Policy**

Motion by Cynthia Dopjera, seconded by Peggy Wells, to adopt the Communication & Social Media Policy as drafted. Following discussion, the passed unanimously.

**B. Amend Advisory Committee Charter - Adding finance duties**

Motion by Garry Wharton, seconded by Thomas Weisman, to accept the Advisory Committee Charter, as amended. Following discussion, the passed unanimously.

**C. Create Policy for Check Signers – Signing off on Check Detail**

Motion by Peggy wells, seconded by Lee Katz, to adopt the PRMA Check Signing Policy as drafted. Following discussion, the passed unanimously.

**D. Bridge Wall Refurbishment Project**

Motion by Cynthia Dopjera, seconded by Carol Auricchio, to accept Fast Signs Estimates #EST-23968, #EST-23969 and #EST-23970, Option #2 Paint Only, in the amount of \$1,744.00, \$3,044.00 and \$1,644.00 respectively, with funding from Operating Account #61310 - Enhancements. Motion passed unanimously.

**E. Joe Myeress Photography Proposal**

Motion by Lee Katz, seconded by Thomas Weisman, to accept Joe Myeress Photography proposal for photography services, up to a limit of \$10,000.00, with the full disclosure that Mr. Myeress is a Palmer Ranch Member, residing in the Stoneybrook Estates community. Funding for this service shall be from Operating Account #60640 - Consulting Fees. Motion passed unanimously.

**F. Stantec Proposals for Professional Services**

**a. South Creek Silt Removal Study**

Motion by Cynthia Dopjera, seconded by Garry Wharton, to accept Stantec’s proposal for Sediment Removal (South Creek Silt Removal Study) with a projected cost of \$15,300.00. Funding for this service shall be from Operating Account #60640 - Consulting Fees. Motion passed unanimously.

**b. Honore Avenue Streetlight Resurfacing**

Motion by Nicholas Spina, seconded by Lee Katz, to accept Stantec’s proposal for Honore Avenue Streetlight Painting with a projected cost of \$18,370.00. Funding for this service shall be from Reserves Account #30138-A. Motion passed unanimously.

**G. Other**

There was no other new business to discuss.

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**Community Representative Discussion**

- Mike Holland of Isles of Sarasota inquired about the status of the proposed Circle K at the northeast corner of Central Sarasota Parkway and Honore Avenue. Sarasota County is currently reviewing the project.
  
- Kristina Butler of Esplanade asked when streetlights would be installed along Honore Avenue Phase V as this area is very dark at night. Sarasota County has advised that streetlights will not be added to this roadway until 4-laning is warranted. While bases and wiring was installed when this phase of Honore was constructed, the fixtures are no longer manufactured and the roadway will require all new bases and wiring once lighting is to be installed. The Esplanade/Legacy Estates community was encouraged to contact Sarasota County to request that streetlighting be added to this area.

**Board of Trustees Meeting Schedule**

The following is the meeting schedule for the 2022 calendar year, with each meeting convening at 3pm:

- Board Meeting – September 22 – 3pm
- Board Meeting – November 17 – 3pm

**Adjourn**

There being no further business to discuss, motion was made by Garry Wharton, seconded by Bob Swan, to adjourn the meeting. Meeting adjourned at 3:38pm.

Respectfully submitted,

Peggy Wells  
Secretary