



May 14, 2026

**TO: Members of the Board of Trustees  
Community and Tract Representatives**

*A Meeting of the Board of Trustees* of the Palmer Ranch Master Property Owners Association, Inc. is scheduled:

**Thursday, May 21, 2026  
3:00 P.M. – In Person / Zoom**

**Location of Meeting:**  
Covenant Life Church  
8490 McIntosh Road  
Sarasota, FL 34238

**Zoom meeting link:**  
Join Zoom Meeting  
<https://us02web.zoom.us/j/84800811729?pwd=aYHzcslPqjqFS13YMb01QxEKuMU8BZ.1>

Meeting ID: 848 0081 1729  
Passcode: 831450

**Please log in to Zoom 15 minutes before the meeting is to begin.**

Thank you in advance for your participation. Do not hesitate to contact us at (941) 922-3866 should you have any questions.

Respectfully,

Tracy Smith  
Community Manager

Enclosures: Agenda  
DRAFT Minutes of April 30, 2026, Meeting of the Board of Trustees

**Palmer Ranch Master Property Owners Association, Inc. (PRMA)**  
**Meeting of the Board of Trustees**  
**AGENDA**  
**May 21, 2026**

**I. Convene/Quorum – 3pm**

**II. Minutes of previous meeting**

- A. Meeting of the Board of Trustees – April 30, 2026

**III. Community Representative Input – Agenda Items**

Community Representative’s input on agenda action items prior to Board decision. Time, if necessary, is limited to 3 minutes per speaker.

**IV. Financial Statement for the Period Ending April 30, 2026**

**V. Reports**

- A. President’s Report
- B. Management Report
- C. Community Development Update
- D. Grounds Report
- E. Advisory Committee
- F. Palmer Ranch Watershed / Natural Assets Committee
- G. Palmer Ranch CERT Team
- H. Ad Hoc Committee to Explore the Possibility of Increasing the Number of Candidates Eligible to Serve as President Elect for PRMA

**VI. Old Business**

- A. Other

**VII. New Business**

- A. New Design for the Palmer Ranch Directional Signs
- B. Architectural Submissions from VillageWalk HOA
  - 1. Change in Color Palette for Certain Homes Within the Community
  - 2. Change in Window Specifications for Homes Within the Community
- C. Continuing the Board Ambassador Program
- D. Provide Copies of Board Recommendations to the Community Representatives Prior to a Board Meeting
- E. Appointments to the Palmer Ranch Watershed & Natural Assets Committee
- F. Appointments to the Palmer Ranch CERT Team
- G. Other

**VIII. Community Representative Input – Non-Agenda Items**

Community Representative’s input on non-agenda items. Time, if necessary, is limited to 3 minutes per speaker.

**IX. 2026 Calendar Year Meeting Schedule – the following meetings will convene at 3pm.**

- Board Meeting - July 23, 2026 - Covenant Life Church / Zoom
- Board Meeting - September 24, 2026 - Covenant Life Church / Zoom
- Board Meeting - November 19, 2026 - Covenant Life Church / Zoom

**X. Adjourn**

**Palmer Ranch Master Property Owners Association, Inc. (PRMA)**  
**Meeting of the Board of Trustees**  
**MINUTES**  
**April 30, 2026**

A Meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc. was held on April 30, 2026, at Covenant Life Church with the opportunity for participants to join either in person or via Zoom.

**Trustees present (In Person):** Bill Wickboldt, Carol Auricchio, Carol Mitchell, Charles Reith, John Power, Kathrin Harris, Lee Katz, Martha Sherman, Oliver Janney, and Roger Stephenson.

**Trustees present (Zoom):** Mike Holland and Robbie Tello

**Trustees absent:** Scott Christy and Tami Lansdell

**Community Representatives present (In Person):** Ross Richards, Sandhill Preserve; Pete Castillo, Hammock Preserve; David Bridwell, Silver Oak; Pamela Gillespie, Arielle; Brian Wertz, Deer Creek.

**Community Representatives present (Zoom):** Dayle Russell, Cobblestone; Grace Boehm, Turtle Rock; Eka Hilgenberg, Sage on Palmer Ranch.

**Community Members present (In Person):** Barbara Scissors, Sandhill Preserve; Geneva Lavery, Arielle; Tony Orfanos, Huntington Pointe.

**Community Members present (Zoom):** None.

**Palmer Ranch Master Association staff in attendance (In Person):** Tracy Smith, Sue Ambrecht, and Laura McNulty.

**Convene/Confirmation of Quorum**

Following confirmation of a quorum, the meeting was convened at 3:00pm by Martha Sherman, President.

**Minutes of Previous Meeting**

Motion by Oliver Janney, seconded by Kathrin Harris, to approve the minutes of the March 26, 2026, Organizational Meeting of the Board of Trustees as distributed. Motion passed unanimously.

**Financial Report for the Period Ending March 30, 2026.**

Tracy presented the unaudited financials for the period ending March 31, 2026

**Reports**

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

- A. President's Report was provided by Martha Sherman
- B. Management Report was provided by Tracy Smith.
- C. Community Development Update was provided by Tracy Smith.
- D. Grounds Report was provided by Sue Ambrecht.
- E. Palmer Ranch Watershed & Natural Assets Committee Report was provided by Roger Stephenson
- F. Palmer Ranch CERT Team Report was provided by Tony Orfanos.

**Community Representative Input – Agenda Items**

None.

**Old Business**

A. **Other**

There was no old business to discuss.

**Palmer Ranch Master Property Owners Association, Inc. (PRMA)**  
**Meeting of the Board of Trustees**  
**MINUTES**  
**April 30, 2026**

**New Business**

**A. Marketable Record Title Act**

The Notice of Preservation of Declaration of Protective Covenant, Conditions and Restrictions for Palmer Ranch Under Marketable Record Title Act as made and filed by Palmer Ranch Master Property Owners Association, Inc. was recorded in the Official Records of Sarasota County on July 3, 2013, Instrument #2013093194 preserving the Declaration for another 30 years. Given the Declaration remains in effect for approximately 17 more years, the Board took no action.

**B. Nature Preserve on Palmer Ranch Project – Location of Native Plantings**

Motion by Carol Mitchell, seconded by Carol Auricchio, to approve the placement of native plantings at the Nature Preserve on Palmer Ranch, as indicated on the map provided to the Board. Motion passed unanimously.

**C. Charles Reith's Consulting/Bidding Request – Nature Preserve on Palmer Ranch Native Plantings Project**

Motion by Roger Stephenson, seconded by Oliver Janney, to request Charles Reith to:

- a) Prepare the RFP (Request for Proposal) for the Project, with input from PRMA staff.
- b) Recommend companies for PRMA to solicit bids for this Project.
- c) Direct whatever vendor is chosen (by the Board) on the Project.

Charles would perform the above tasks at no cost to PRMA. If Charles responds that he would be able to complete the Project using his team/firm, the Board would be able to consider Charles' proposal after complying with all applicable disclosures. Following discussion, the motion passed as follows: Bill Wickboldt - YES, Carol Auricchio - YES, Carol Mitchell - YES, John Power - YES, Kathrin Harris - YES, Lee Katz - YES, Martha Sherman - YES, Mike Holland - YES, Oliver Janney - YES, Robbie Tello - YES, and Roger Stephenson - YES. Charles Reith recused himself from the vote.

**D. Enhancement Project – Honore Avenue Phase V / Bay Street Extension – Owens Electric**

Motion by Carol Auricchio, seconded by Oliver Janney, to approve the following additional funds to Owens Electric for the Honore Avenue Phase V / Bay Street Extension enhancement project:

- Bay Street Pump Station - \$14,300.00 additional, for a total of \$83,800.00
- Honore / Bay Street Roundabout - \$15,900.00 additional, for a total of \$71,900.00
- West Bay Street Extension - \$20,900.00 additional, for a total of \$99,900.00

Following discussion, the motion passed unanimously.

**E. Temporary Reuse Agreement with Promenade Estates**

Motion by Kathrin Harris, seconded by Oliver Janney, to approve a Temporary Reuse Agreement between Palmer Ranch Master Association and Promenade Estates Community Association, with the agreement to be approved by the Master Association's legal counsel. Following discussion, the motion passed unanimously.

**F. Turf Refurbishment – McIntosh Road Between Sawyer Loop Road and Palmer Ranch Parkway West**

Motion by John Power, seconded by Carol Mitchell, to approve Blooming's Landscape & Turf Management's Estimate 34697 for the replacement of turf on McIntosh Road between Sawyer Loop and Palmer Ranch Parkway West at a cost of \$33,089.50, with funding from Operating Account #60740 Turf Refurbishment. Following discussion, the motion passed as follows: Bill Wickboldt - YES, Carol Auricchio - YES, Carol Mitchell - YES, John Power - YES, Kathrin Harris - YES, Lee Katz - YES, Martha Sherman - YES, Mike Holland - YES, Oliver Janney - YES, Robbie Tello - YES, and Roger Stephenson - YES. Charles Reith – ABSTAINED.

**G. Create an Ad Hoc Committee to Explore the Possibility of Increasing the Number of Candidates Eligible to Serve as President Elect for PRMA**

Motion by John Power, seconded by Carol Auricchio, to create an Ad Hoc Committee to explore the possibility of increasing the number of candidates eligible to serve as President Elect for PRMA. Following discussion, the motion passed unanimously.

**Palmer Ranch Master Property Owners Association, Inc. (PRMA)**  
**Meeting of the Board of Trustees**  
**MINUTES**  
**April 30, 2026**

Motion by Lee Katz, seconded by Carol Mitchell, to appoint the following individuals to this Ad Hoc Committee:

- Carol Auricchio
- Martha Sherman
- Oliver Janney
- Tracy Smith, PRMA Advisor

Motion passed unanimously.

**H. Appointment to the Palmer Ranch CERT Team**

Motion by Oliver Janney, seconded by Kathrin Harris, to appoint Dennis Hudson back onto the Palmer Ranch CERT Team until the close of the next Annual Members Meeting. Following discussion, the motion passed unanimously.

**I. Contract with Carbon Life for Biological Ornamental Maintenance – Phase 1**

Motion by Kathrin Harris, seconded by Carol Mitchell, to approve the contract with Carbon Life for Biological Ornamental Maintenance – Phase 1 for the period of May 1, 2026, through December 31, 2026. Following discussion, the motion passed unanimously.

Motion by Oliver Janney, seconded by Carol Auricchio, to amend the contract with Blooming’s Landscape & Turf Management, Inc. for Fertilization & Pest Control – Phase 1 for the period of May 1, 2026, through December 31, 2026. Motion passed unanimously.

**J. Other**

John Power asked the Master Association to consider additional plantings for the median on Central Sarasota Parkway to the west of Potter Park Drive. TASK: PRMA staff was asked to explore available options to be presented to the PRMA Advisory Committee.

There was no other new business to discuss.

**Community Representative Discussion**

None.

**Board of Trustees Meeting Schedule for the remainder of 2026** – held on the following dates at 3pm

- Board Meeting - May 21, 2026 - Covenant Life Church / Zoom
- Board Meeting - July 23, 2026 - Covenant Life Church / Zoom
- Board Meeting - September 24, 2026 - Covenant Life Church / Zoom
- Board Meeting - November 19, 2026 - Covenant Life Church / Zoom

**Adjourn**

There being no further business to discuss, a motion was made by Oliver Janney, seconded by Carol Auricchio, to adjourn the meeting. The meeting was adjourned at 3:46pm.

Respectfully submitted,

Leatrice (Lee) Katz  
Secretary