

**MINUTES OF MEETING  
PALERMO  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Palermo Community Development District was held on Thursday, March 13, 2025, at 10:00 A.M. at the offices of Lennar Homes, LLC, 10461 Six Mile Cypress Parkway, Fort Myers, Florida 33966.

**Present:**

Scott Edwards	Chairperson
Dalton Drake	Vice Chairperson
Ashley Kingston	Assistant Secretary
Barry Ernst	Assistant Secretary
Zane Zeidan	Assistant Secretary

**Also present were:**

James P. Ward	District Manager
Greg Urbancic	District Attorney

**Audience:**

All residents' names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

**PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS  
WERE TRANSCRIBED IN *ITALICS*.**

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. James Ward called the meeting to order at approximately 10:00 a.m. He conducted roll call; all Members of the Board were present, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Consideration of Resolution 2025-4**

**Consideration of Resolution 2025-4, a Resolution of the Board of Supervisors appointing qualified electors to fill the vacancies in Seat two (2) and Seat five (5) on the Board of Supervisors pursuant to Section 190.006(3)(b) Florida Statutes**

**If the Board appoints individuals to fill the seats, the following items will also be considered for the newly appointed members**

- a) Oath of Office**
- b) Guide to the Sunshine Amendment and Code of Ethics**
- c) Sample of E-filed Form 1 – Statement of Financial Interests; (2024 Changes to the Law and filing requirements)**

*Mr. Ward: As you may recall, no one qualified last summer to fill the two seats that are transitioning from landowner's election to qualified electors. They are seat 2, Ashley's seat, and seat 5, Barry's seat. The way in which statute works is the Board has the responsibility to fill those two seats with qualified electors. Through the good graces of your homeowner's association, they notified the community, and we have two individuals who had expressed interest in serving in those two seats. They are Diana Murray and Chase Masters. In your agenda package I included their emails. Diana Murray sent me a resume recently which I put in front of you for today. It is up to the Board. You fill those two seats by simple motion and second. He asked the Board to discuss the matter and make a decision.*

The Board discussed the matter and chose to appoint Diana Murray and Matthew "Chase" Masters to fill seat 2 and seat 5.

**On MOTION made by Scott Edwards, seconded by Dalton Drake, and with all in favor, Resolution 2025-4 was adopted, and the Chair was authorized to sign.**

Mr. Ward stated he would contact Ms. Murray and Mr. Masters and get each sworn in prior to the next Board Meeting. He indicated today would be Ms. Kingston's and Mr. Ernst's last meeting; they did not need to submit letters of resignation. *You will need to go onto the Ethics website and file a Form 1F, but we will send you an email to do that. Even when you file the Form 1F today, you will still get another Form 1 in the summer to the email address you have on file with the Ethics Commission. You must file your Form 1 again this summer and that will be the last of them. You put just Palermo on the Form 1F and then on the Form 1 this summer, whatever the Districts you are on will be there, and Palermo should still be on it, but you will need to file that form at that time also.*

### **THIRD ORDER OF BUSINESS**

#### **Consideration of Resolution 2025-5**

#### **Consideration of Resolution 2025-5, a Resolution Re-Designating the Officers of the Palermo Community Development District**

Mr. Ward noted currently the Chairperson was Scott Edwards, the Vice Chairperson was Dalton Drake, and the remaining Board Members served as Assistant Secretaries while he served as Secretary and Treasurer. He asked how the Board wished to re-designate the officers of the Board.

The Board chose to appoint Ms. Murray and Mr. Masters as Assistant Secretaries, keeping the Chair and Vice Chair the same.

**On MOTION made by Dalton Drake, seconded by Ashley Kingston, and with all in favor, Resolution 2025-5 was adopted, and the Chair was authorized to sign.**

### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Minutes**

#### **February 20, 2025 – Regular Meeting Minutes**

Mr. Ward asked if there were any corrections or deletions to the Minutes; hearing none, he called for a motion.

**On MOTION made by Scott Edwards, seconded by Berry Ernst, and with all in favor, the February 20, 2025 Regular Meeting Minutes were approved.**

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2025-6**

**Consideration of Resolution 2025-6, a Resolution of the Board of Supervisors of Palermo Community Development District supplementing Resolution No. 2021-16 which Resolution previously equalized, approved, confirmed, imposed and levied Special Assessments on and peculiar to property specially benefited (apportioned fairly and reasonably) by the District's Projects; Approving and adopting the Second Supplemental Engineer's Report for the Palermo Community Development District prepared by Atwell, LLC and dated June 20, 2024; Approving and Adopting the Palermo Community Development District Final Second Supplemental Special Assessment Methodology prepared by JPWard & Associates, LLC dated February 20, 2025, which applies the methodology previously adopted to Special Assessments reflecting the specific terms of the Palermo Community Development District Special Assessment Bonds, Series 2025 (Assessment Area Two); providing for the supplementation of the District's Assessment Records; and providing for severability, conflicts, and an effective date**

*Mr. Ward: As you know, we have recently been successful in issuing your 2025 bonds. The bonds were issued in a par amount of \$8,175,000 dollars at a coupon of 5.28 percent. This is for the final phase of development that we are doing in the Palermo CDD.*

*Mr. Greg Urbancic: This is the final terms or bring down resolution. It's what we do when we issue a series of bonds. When we adopted the final assessment resolution, when we originally went through the assessment process, it contemplated that when we issued a series of bonds, we would bring down the assessment levels to the bonds that are actually issued. That's what this resolution accomplishes. It recognizes that there was a second supplemental engineer's report prepared by Atwell, and also a second supplemental assessment methodology prepared by Jim and his firm. It adopts both of those items, and it recognizes that we are bringing down the assessment levels to what is stated in Jim's report because that adopts a final assessment roll for this second series of bonds. This just updates our assessment records going forward so we know it coincides with the bonds that we issued.*

Mr. Ward asked if there were any questions; hearing none, he called for a motion.

**On MOTION made Scott Edwards, seconded by Ashley Kingston, and with all in favor, Resolution 2025-6 was adopted, and the Chair was authorized to sign.**

#### **SIXTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **I. District Attorney**

*Mr. Urbancic: With the new supervisors, we will have to educate them a little bit about the Sunshine Law, public records, and those items, but otherwise, I have nothing at this point.*

**II. District Engineer**

No report.

**III. District Manager**

- a) **Important Board Meeting Dates for Balance of Fiscal Year 2025**
  - 1. **Presentation of Proposed Fiscal Year 2026 Budget – April 17, 2025**
- b) **Financial Statement for period ending February 28, 2025 (unaudited)**

*Mr. Ward: We will have a meeting next month. We are going to start your budget process for Fiscal Year 2026. Make sure you get that on your calendars.*

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Ward asked if there were any Supervisor's requests; there were none.

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

**Public Comments:** - Public comment period is for items NOT listed on the Agenda, and comments are limited to three (3) minutes per person and assignment of speaking time is not permitted; however, the Presiding Officer may extend or reduce the time for the public comment period consistent with Section 286.0114, Florida Statutes

Mr. Ward noted there were no audience members present.

**NINTH ORDER OF BUSINESS**


**Adjournment**

Mr. Ward adjourned the meeting at approximately 10:10 a.m.

**On MOTION made by Dalton Drake, seconded by Berry Ernst, and with all in favor, the Meeting was adjourned.**

Palermo Community Development District

  
James P. Ward, Secretary

  
Scott Edwards (Jun 27, 2025 08:48 EDT)  
Scott Edwards, Chairperson






# Minutes 3/13/2025

Final Audit Report

2025-06-27

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