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**MINUTES OF MEETING
PANTHER TRACE I
COMMUNITY DEVELOPMENT DISTRICT**

5 The Regular Meeting of the Board of Supervisors of the Panther Trace I Community
6 Development District was held on Tuesday, February 27, 2018, at 7:00 p.m. at the Panther Trace I
7 Clubhouse, 12515 Bramfield Drive, Riverview, Florida.

8 **FIRST ORDER OF BUSINESS - Roll Call**

9 Ms. Rivas called the meeting to order.

10 Present and constituting a quorum were:

11 Megan Jones Board Supervisor, Chairwoman
12 Mike Staubitz Board Supervisor, Vice Chairman
13 Dan O'Neill Board Supervisor, Assistant Secretary

14 Also present were:

15 Rebecca Rivas District Manager
16 Monica Vitale Facilities Director

17
18 *The following is a summary of the discussions and actions taken in the Supervisors meeting on February*
19 *27, 2018.*

20 **Pledge of Allegiance**

21 The Pledge of Allegiance was recited.

22 **SECOND ORDER OF BUSINESS – Audience Comments**

23 A representative from Grind and Cycle presented an overview of the program and what it offers.
24 Discussion ensued.

25 The Board agreed to allow Grind and Cycle a Tuesday time slot on the court around noon
26 pending review and update of the business line item on the fee schedule by Ms. Jones and
27 Ms. Vitale.

28 **THIRD ORDER OF BUSINESS – Administrative Matters**

29 **A. Consideration and Approval of Minutes of the January 23, 2018 Meeting**

30 Ms. Jones presented the minutes of the January 23, 2018 meeting and asked for any comments,
31 questions or corrections.

32 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
33 approved the January 23, 2018 Minutes for the Panther Trace I Community Development District.

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35 **B. Acceptance of the Operations & Maintenance Expenditure January 2018**

36 Ms. Jones presented Acceptance of the Operations & Maintenance Expenditure January 2018 and
37 asked for comments or questions.

38 Ms. Jones requested a reimbursement from the attorney for phone call made by resident.

39 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
40 approved reimbursement from attorney for a phone call made by a resident for the Panther Trace I
41 Community Development District.

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43 **C. Acceptance of the Unaudited January 2018 Financial Statements**

44 Ms. Rivas presented Acceptance of the Unaudited January 2018 Financial Statements and asked
45 for comments or questions.

46 Discussion ensued.

47 Ms. Jones requested management to investigate what was included in the capital asset line item
48 and to find out if the renewal and replacement reserves could be used for the bathroom
49 remodeling.

50 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
51 accepted the Unaudited January 2018 Financial Statements for the Panther Trace I Community
52 Development District.

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54 **FOURTH ORDER OF BUSINESS – Business Matters**

55 **A. LLS Tax Solutions Arbitrage Report**

56 Ms. Jones presented the LLS Tax Solutions Arbitrage Report and asked Ms. Rivas to elaborate on
57 the report.

58 Discussion ensued.

59 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
60 accepted the LLS Tax Solutions Arbitrage Report for the Panther Trace I Community Development
61 District.

62

63 **B. Grau & Associates FY 2017 Final Audit Report**

64 Ms. Rivas reviewed the Grau & Associates FY 2017 Final Audit Report and asked for comments
65 or questions.

66 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
67 accepted the Grau & Associates FY 2017 Final Audit Report for the Panther Trace I Community
68 Development District.

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70 **FIFTH ORDER OF BUSINESS – Staff Reports**

71 **A. District Manager**

72 **1. Update on TECO Streetlights**

73 Ms. Rivas notified the Board that the TECO streetlights are on Panther Trace I CDD
74 property and has signed contracts with TECO for all streetlights. Ms. Rivas is to work
75 with Ms. Jones and Ms. Vitale to contact TECO and continue investigating the streetlight
76 charges.

77 **B. District Counsel**
78 There being none, next item followed.

79 **C. District Engineer**
80 There being none, next item followed.

81 **D. Facilities Director's Report**
82 Ms. Vitale presented the Facilities Report and reviewed subjects listed below:

- 83 **1. Grind and Cycle Proposal and Fee Schedule**
- 84 **2. Review of the OLM Inspection Report & Grade Sheet and the LMP Landscape**
- 85 **Weekly Summary Report**
- 86

87 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
88 approved the OLM Inspection Report & Grade Sheet, and the LMP Landscape Weekly Summary Report
89 for the Panther Trace I Community Development District.

90
91 **3. Review of Monthly Remson Aquatics Pond Maintenance Report**

92 **SIXTH ORDER OF BUSINESS – Audience Comments**

93 There being none, next item followed.

94 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

95 **A. Annual Sponsorship- Collins Elementary**

96 Ms. Jones requested a 7:30 P.M. scheduled Board meeting time for the remaining of the fiscal
97 year and a notice of proceedings for the fee schedule to be included on the next legal
98 advertisement.


99 Ms. Jones requested the Board to allow the boys scouts to attend the April meeting.

100 **EIGHTH ORDER OF BUSINESS – Adjournment**

101 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board
102 adjourned the meeting for the Panther Trace I Community Development District.

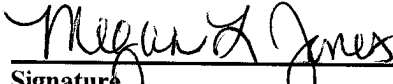
103
104 **Each person who decides to appeal any decision made by the Board with respect to any matter*
105 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
106 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

107
108 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
109 meeting held on 3/27/2018.

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111 _____
112 Signature

113 Rebecca Rivas
114 Printed Name

115 Title: Secretary Assistant Secretary

110 
111 _____
112 Signature

113 Megan L. Jones
114 Printed Name

115 Title: Chairman Vice Chairman