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

The Regular Meeting of the Board of Supervisors of the Panther Trace I Community Development District was held on Tuesday, April 24, 2018 at 7:30 p.m. at the Panther Trace Clubhouse 12515 Bramfield Drive Riverview, FL 33579.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Jones called the meeting to order.

Present and constituting a quorum were:

Megan Jones	Board Supervisor, Chairwoman
Mike Staubitz	Board Supervisor, Vice Chairman
Dan O’Neill	Board Supervisor, Assistant Secretary
Michael Themar	Board Supervisor, Assistant Secretary

Also present were:

Rebecca Rivas	District Manager
Monica Vitale	Facilities Director

The following is a summary of the discussions and actions taken at the April 24, 2018 Panther Trace I CDD Board of Supervisors meeting.

Pledge of Allegiance

The Pledge of Allegiance was recited.

SECOND ORDER OF BUSINESS – Audience Comments

A resident asked about the responsibilities of the CDD. Ms. Jones informed the resident about the responsibilities of the CDD and the areas that the CDD is responsible for.

Patrick O’Neal presented his mosquito control business for consideration and Ms. Jones informed him that the Board will review the information and contact him with any further questions.

THIRD ORDER OF BUSINESS – Administrative Matters

A. Consideration and Approval of Minutes of the March 27, 2018 Meeting

Supervisor O’Neill commented on lines 93-94 and suggested the following amendment.

Minutes Amendment (Lines 93-94) – “Mr. O’Neill inquired about the District’s plan discussed in Fall 2017 to have cars towed that are parked on the grassy area near the school during pick up and drop off despite the signage indicating it is forbidden. The Board agreed to ask the school principal to make an announcement about towing and to advertise through flyers for one week.”

On a MOTION by Mr. O’Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board approved the **Minutes of the March 27, 2018 meeting as amended** for the Panther Trace I Community Development District.

41 **B. Acceptance of the Operation & Maintenance Expenditures March 2018**

42 Ms. Jones noted to Management to confirm the time it takes to pay vendors. The time it
43 takes to pay vendors has delayed work on the construction projects.

44 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board
45 approved the **Operations & Maintenance Expenditures March 2018** for the Panther Trace I
46 Community Development District.

47 **C. Acceptance of the Unaudited March 2018 Financials Statements**

48 Ms. Vitale commented on the landscape replacement/contract line items.

49 Discussion ensued.

50 Ms. Rivas to look at the Landscape Replacement/Contract amounts and determine if
51 mulch and other replacements should go in the contract line item.

52 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board
53 approved the **Unaudited March 2018 Financial Statements** for the Panther Trace I Community
54 Development District.

55

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

57 **A. Consideration and Adoption of the 2018-03 General Election Resolution**

58 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board adopted
59 Resolution **2018-03** General Election for the Panther Trace I Community Development District.

60 **B. Consideration and Adoption of the 2018-04 Adopting the FY 2018-2019 Proposed
61 Budget**

62 Ms. Jones commented on including the meeting time change and public hearing notice
63 for the fee schedule change to the next advertisement. Ms. Rivas to include the time
64 change for regular Board of Supervisors meetings (7:30 PM) and public hearing notice
65 for the fee schedule change in the next advertisement. The budget hearing will remain at
66 7:00 PM.

67 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board
68 approved Resolution **2018-04** Adopting the FY 2018-2019 Proposed Budget and Setting the Public
69 Hearing for July 24, 2018 at 7:00 p.m. for the Panther Trace I Community Development District.

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

71 **A. District Manager**

72 ➤ 3 Year Streetlight Comparison Sheet

73 Ms. Rivas presented to the Board the 3-year streetlight comparison sheet.

74 Discussion ensued.

- 75 The Board directed Management to proceed with a TECO streetlight contract for LED
76 lights at the rate of \$17.71.
- 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 updated the Board on the bathroom remodel, pool paver repairs and solar
83 panels.
- 84 Ms. Vitale stated that TECO will credit the District \$10,400.77 for state tax charged since
85 October 2016.
- 86 ➤ Review of the OLM Inspection Report & Grade Sheet and the LMP Landscape
87 Weekly Summary Report
- 88 ➤ Review of Monthly Remson Aquatics Pond Maintenance Report
- 89 ➤ Presentation from Mr. Patrick O'Neal – Mosquito
- 90 *This item was addressed in Audience Comments.*

91 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business**

- 92 A resident asked about a possible wall/buffer on Summerfield Blvd.
- 93 Ms. Vitale will reach out and see what the cost would be for Berm, Fence, & Wall.
- 94 A resident commented on landscaping near her home and painting of the gazebo.
- 95 Ms. Jones informed the resident that there is no irrigation in that area.
- 96 Ms. Vitale will look into repairing the gazebo and painting.
- 97 A resident commented on the sidewalks in the common areas.
- 98 Ms. Jones informed the resident that sidewalks are the responsibility of the county. Ms. Jones
99 continued to explained the areas of CDD responsibility.
- 100 Mr. O'Neill directed the resident to contact Public Works.

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

- 102 Ms. Jones proposed if LMP could mow down the wild flowers, aerate the area and work with
103 staff to have seeds approved.

104 **EIGHTH ORDER OF BUSINESS – Adjournment**

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

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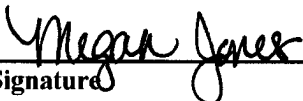
108 *Each person who decides to appeal any decision made by the Board with respect to any matter considered
109 at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
110 including the testimony and evidence upon which such appeal is to be based.
111

112 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
113 meeting held on 5/22/2018.

114 
115 _____
116 Signature

117 Rebecca Pivas
118 _____
119 Printed Name

120 Title: Secretary Assistant Secretary



Signature

Megan Jones

Printed Name

Title: Chairman Vice Chairman