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

9 The Regular Meeting of the Board of Supervisors of the Panther Trace I Community  
10 Development District was held on Tuesday, April 24, 2018 at 7:30 p.m. at the Panther Trace Clubhouse  
11 12515 Bramfield Drive Riverview, FL 33579.

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**FIRST ORDER OF BUSINESS – Roll Call**

16 Mr. Staubitz called the meeting to order.

17 Present and constituting a quorum were:

18 Megan Jones Board Supervisor, Chairwoman (*joined in progress*)  
19 Mike Staubitz Board Supervisor, Vice Chairman  
20 Dan O’Neill Board Supervisor, Assistant Secretary  
21 Michael Themar Board Supervisor, Assistant Secretary

22 Also present were:

23 Rebecca Rivas District Manager  
24 Monica Vitale Facilities Director

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*The following is a summary of the discussions and actions taken at the May 22, 2018 Panther Trace I CDD Board of Supervisors meeting.*

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**Pledge of Allegiance**

34 The Pledge of Allegiance was recited.

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**SECOND ORDER OF BUSINESS – Audience Comments**

There being none, next item followed.

**THIRD ORDER OF BUSINESS – Administrative Matters**

**A. Consideration and Approval of Minutes of the April 24, 2018 Meeting**

Mr. Staubitz presented the Minutes of the April 24, 2018 meeting and asked for comments, questions or corrections.

On a MOTION by Mr. O’Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board approved **the Minutes of the April 24, 2018 Meeting** for the Panther Trace I Community Development District.

**B. Acceptance of the Operation & Maintenance April 2018 Expenditures**

Mr. Staubitz presented the Operation & Maintenance April 2018 Expenditures and asked for comments or questions.

Mr. O’Neill asked about the Disclosure LLC Report and also for an update on the street lights.

Ms. Rivas let the Board know that the Disclosure LLC Report is an annual expense and that she is

40 still waiting on the TECO engineer to contact her in order to schedule a walk thru with Ms.  
41 Vitale.

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

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46 **C. Acceptance of the Unaudited April 2018 Financials Statements**

47 Mr. Staubitz presented the Unaudited April 2018 Financials Statements and asked for  
48 comments or questions.

49 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board  
50 approved the **Unaudited April 2018 Financial Statements** for the Panther Trace I Community  
51 Development District.

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

54 **A. Hillsborough County Number of Registered Voters**

55 Mr. Staubitz presented the Hillsborough County Number of Registered Voters stating that there  
56 were 1,737 voters in Panther Trace I.

57 **B. Issuer Annual Continuing Disclosure Report**

58 Ms. Jones presented the Issuer Annual Continuing Disclosure Report and asked for comments  
59 or questions.

60 Discussion ensued.

61 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board  
62 accepted the **Issuer Annual Continuing Disclosure Report** for the Panther Trace I Community  
63 Development District.

64 **C. Ratification of Air National Air Conditioning & Heating Termination Letter**

65 Ms. Jones presented the Air National Air Conditioning & Heating Termination Letter for  
66 ratification and asked for comments or questions.

67 Discussion ensued

68 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board  
69 ratified the **Air National Air Conditioning and Heating Termination Letter** for the Panther Trace I  
70 Community Development District.

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

72 **A. District Manager**

73 There being none, next item followed.

74 **B. District Counsel**

75 There being none, next item followed.

76 **C. District Engineer**

77 There being none, next item followed.

78 **D. Facilities Director's Report**

79 Ms. Vitale presented the Facilities Director's Report and asked for comments or  
80 questions.

- 81 ➤ Review of the OLM Inspection Report & Grade Sheet and the LMP Landscape  
82 Weekly Summary Report

83 Ms. Jones presented the OLM Inspection Report & Grade Sheet, and the LMP Landscape  
84 Weekly Summary Report, and asked for comments or questions.

- 85 ➤ Review of Monthly Remson Aquatics Pond Maintenance Report

86 Ms. Jones presented the Monthly Remson Aquatics Pond Maintenance Report and asked  
87 for comments or questions.

- 88 ➤ Summerfield Blvd. Extension Survey

89 Ms. Jones presented the Summerfield Blvd. Extension Survey and asked Ms. Vitale to  
90 give an update.

91 Ms. Vitale stated that she spoke to the District Engineer and per her determination, there  
92 are residents with fences on the CDD easement. In order to do anything about any  
93 potential encroachment on CDD property, a survey must be performed in order to  
94 establish CDD limits.

95 Discussion ensued. The Board directed Ms. Vitale to ask the District Engineer to find the  
96 CDD survey and to seek other proposals.

- 97 ➤ New Wave Request – Aqua Cycling

98 Ms. Jones presented New Wave Request – Aqua Cycling and asked for comments or  
99 questions.

100 Discussion ensued. Due to concerns on pool surface damage, the Board declined the  
101 request.

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

103 There being none, next item followed.

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

105 Ms. Jones let the Board know that she and Ms. Vitale will be revising the fee schedule and rules  
106 of procedure and if the Board would like to include any additional changes to please direct them  
107 to Ms. Vitale. Ms. Vitale will bring a draft of the fee schedule to the June meeting.

108 Mr. O'Neill mentioned the condition of the tables in the clubhouse. Ms. Jones will bring prices  
109 for new tables and a policy for removal of tables will be included in the rental policy.

110 **EIGHTH ORDER OF BUSINESS – Adjournment**

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

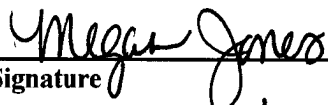
113  
114 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
115 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
116 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*  
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118 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
119 meeting held on 6/26/2018.

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122 \_\_\_\_\_  
123 Signature

124 Rebecca Rivas  
125 Printed Name

126 Title:  Secretary     Assistant Secretary  
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\_\_\_\_\_  
Signature

Megan Jones  
Printed Name

Title:  Chairman     Vice Chairman