

**MINUTES OF MEETING**

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

**PANTHER TRAILS  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Panther Trails Community Development District was held on **Thursday, December 10, 2015 at 5:30 p.m.** at the Carriage Pointe Clubhouse, located at 11796 Ekker Road, Gibsonton, FL 33534.

Present and constituting a quorum:

Carrie Macsuga	<b>Board Supervisor, Chairman</b>
Jennifer Murray	<b>Board Supervisors, Vice Chairman</b>
Patrick Maher	<b>Board Supervisor, Assistant Secretary</b>
Judy Mitchell	<b>Board Supervisor, Assistant Secretary</b>
Dean Grable	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Sandy Oram	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Berlinda Serrano	<b>District Coordinator, Rizzetta &amp; Co., Inc.</b>
Scott Steady	<b>District Counsel, Burr Forman LLP</b>
Jeff Hills	<b>Representative, Hills Engineering</b>
John Toborg	<b>Operations Manager, Rizzetta &amp; Co., Inc.</b>
Joe Eden	<b>Clubhouse Manager</b>
Jim Potantus	<b>Sunrise Landscaping</b>
Chuck Burnite	<b>Representative, Gaydos Hydro Services</b>
Josh McGarry	<b>Representative, Aquatic Systems</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Oram called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on October 8, 2015**

There were no changes to the meeting minutes.

On a Motion by Mr. Grable, seconded by Ms. Macsuga, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on October 8, 2015 as presented for Panther Trails Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Special Meeting held on  
November 5, 2015**

There were no changes to the meeting minutes.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Special Meeting held on November 5, 2015 as presented for Panther Trails Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Additional Warranty Bond  
and Performance Bond**

Mr. Steady presented an additional Warranty Bond and Performance Bond that was required by the County.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors ratified the additional Warranty Bond and Performance Bond as presented for Panther Trails Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for September  
and October 2015**

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for September 2015 (\$54,371.75) for Panther Trails Community Development District.

On a Motion by Ms. Murray, seconded by Ms. Macsuga, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for October 2015 (\$44,226.54) for Panther Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Series 2015 Construction Requisitions #40 - #53**

REQUISITION NO.	PAYEE	AMOUNT
40	QGS Development	\$419,443.57
41	Atlantic TNG, LLC	\$792.00
42	Clearview Land Design	\$6,600.00
43	GeoPoint Surveying, Inc.	\$14,910.00
44	HD Supply Waterworks, LTD	\$5,067.20
45	Marolf Environmental, Inc.	\$160,835.82
46	QGS Development, Inc.	\$273,830.57
47	Burr & Forman LLP	\$1,410.00
48	Void	Void
49	Clearview Land Design, P.L.	\$4,071.30
50	Faulkner Engineering Services, Inc.	\$10,464.00
51	GeoPoint Surveying, Inc.	\$7,967.50
52	Panther Trails CDD	\$5,393.00
53	QGS Development, Inc.	\$514,808.46

On a Motion by Ms. Mitchell, seconded by Ms. Murray, with all in favor, the Board of Supervisors ratified the Series 2015 Construction Requisitions #40 - #53 for Panther Trails Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals for Aquatic Maintenance Services**

Mr. Toborg presented and reviewed the summary for the proposals for Aquatic Maintenance Services. Josh McGarry presented the proposal from Aquatic Systems and Chuck Burnite presented the proposal from Gaydos Hydro Services. Mr. Toborg stated that there are a total of thirteen ponds in Phase II and two ponds in Phase I for a total of fifteen ponds in the District.

Upon discussion by the Board, the Supervisors approved contracting with Aquatic Systems to provide aquatic maintenance services for the District. Ms. Oram and Mr. Toborg will work with Mr. McGarry on a schedule for adding the Phase II ponds and then prepare the contract accordingly for execution with a start date of February 1, 2016.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved Aquatic Maintenance Services proposal and entering into contract with them for the District's Aquatic Maintenance Services for Panther Trails Community Development District.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors authorized District staff to serve LakeMasters with a 30-day notice of termination for Panther Trails Community Development District.

**NINTH ORDER OF BUSINESS**

**Presentation of Unaudited Financial  
Summary and Financial Statement**

Ms. Oram presented and reviewed the unaudited financial statements for September and October 2015. Upon discussion, it was decided that Ms. Oram would bring an update to the next meeting showing exactly what has been spent to date and what is remaining in the budget to make further decisions on termite treatment, furniture, etc.

**TENTH ORDER OF BUSINESS**

**Discussion Regarding the Facilities'  
Rental Policies**

Discussion ensued regarding the resident that recently rented the clubhouse for a party and left the carpet stained. Mr. Eden pulled the file that contained the rental agreement and check and noted that the resident had not signed the deposit check. Mr. Eden contacted the resident who refused to come in and sign the check and pay for the carpet to be cleaned. The Board authorized District Counsel to send a letter to the resident demanding the cost of the carpet cleaning and any legal charges related to obtaining the payment.

**ELEVENTH ORDER OF BUSINESS**

**Discussion Regarding the Facilities'  
Rules and Rates for the Club at Carriage  
Pointe**

The Board reviewed the changes and additions to the Rules for the District's facilities. Ms. Oram will incorporate the final changes/additions and send them to the Board for a final review before adopting the document at their next Board meeting.

**TWELFTH ORDER OF BUSINESS**

**Update from the Phase II Developer**

Mr. Hills, as the developer of Phase II gave the Board an update on the signage, landscaping, bus stop, mail kiosk, etc.

Mr. Hills sated that he will check and see if the direction of the "Carriage Pointe" letters on the column can be changed or removed.

Mr. Hills stated that the Phase II infrastructure is completed. He stated that he will check with the County to see if he can install customized speed tables on Ekker Rd. Ms. Murray asked Mr. Hills to get a price for a speed table for the HOA to purchase to be installed on Carriage Pointe to cut down on the speeding in the area.

Mr. Hills requested that the representatives of the District be involved in the final walk-through on the project. Ms. Oram informed him that the Chairman, Mr. Toborg, Ms. Stewart, Mr. Potantus and herself would all be in attendance for the walk-through.

The Board requested that Mr. Toborg supply Mr. Hills with a copy of his Operations Report each month.

**THIRTEENTH ORDER OF BUSINESS**                      **Consideration of Proposal from Site Masters**

Ms. Oram presented the proposal from Site Masters to clean out the catch basins. Ms. Oram will notify the vendor and have the work started as soon as possible.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the proposal from Site Masters to clean out the catch basins at a cost of \$1,155.00 for Panther Trails Community Development District.

**FOURTEENTH ORDER OF BUSINESS**                      **Consideration of Proposal from Terminix**

Ms. Oram presented the proposal from Terminix. The Board decided to table this item until the first of the year.

**FIFTEENTH ORDER OF BUSINESS**                      **Staff Reports**

**A. Presentation of Monthly Maintenance Reports**

1. Pond Report – Under Separate Cover

LakeMasters was not present at the meeting. Ms. Oram presented their pond report for December.

2. Field Services Update – John Toborg – Under Separate Cover

Mr. Toborg presented his Field Inspection Report dated November 19, 2015. He pointed out issues concerning an aggressive dog that is chained up and a boat that is being stored on District property. The Board requested that Ms. Oram send letters to the owners at 7832 Carriage Pointe Drive regarding the dog tethered on District property and the owner at 7828 Carriage Pointe Drive that has a boat stored on District Property. The letter will give them ten days to remove the items or the District will have them removed and bill the owners for the cost of removal. The Board requested that District Counsel be copied on the letters.

Mr. Toborg mentioned that there is an area where two Holly plants were removed by a resident along the fence on the east side of Ekker Road. The Board instructed him to have them replaced.

Mr. Grable asked Mr. Toborg to include more photos in his monthly report. The Board thanked Mr. Toborg for his monthly report and its quality.

**B. District Counsel**

No report.

**C. District Engineer**

Not present.

**D. Clubhouse Manager**

Mr. Eden presented the Clubhouse Report. He gave the Board updates on various items.

On a Motion by Ms. Mitchell, seconded by Mr. Maher, with all in favor, the Board of Supervisors approved providing Mr. Eden with a check in the amount of \$50.00 to provide change at the door for the Christmas Party on December 18th for the Panther Trails Community Development District.

**E. District Manager**

Ms. Oram presented her Action Item List.

Ms. Oram reminded the Board that their next meeting was scheduled for February 11, 2016 at 5:30 p.m.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Macsuga requested District staff obtain additional proposals for pool maintenance to present to the Board at their next meeting.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Oram stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors adjourned the meeting at 7:57 p.m. for the Panther Trails Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman