

## 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 8, 2016 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> <i>(joined the meeting in progress)</i>
Patrick Maher	<b>Board Supervisor, Assistant Secretary</b>
Judy Mitchell	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager, Rizzetta &amp; Co., Inc.</b>
Greg Woodcock	<b>District Engineer, Cardo TBE</b>
John Crawford	<b>Field Services Manager, Rizzetta &amp; Co., Inc.</b>
Ronny Dunner	<b>Representative, Clubhouse Manager</b>
Audience	

#### FIRST ORDER OF BUSINESS

#### Call to Order

Mr. Huber 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' Special Meeting held on September 27, 2016

There were no changes to the meeting minutes.

<p>On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Special Meeting held on September 27, 2016 as presented for Panther Trails Community Development District.</p>
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**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Meeting held on October  
13, 2016**

There were no changes to the meeting minutes.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on October 13, 2016 as presented for Panther Trails Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for August,  
September and October 2016**

Mr. Huber presented the operation and maintenance expenditures for August 2016.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for August 2016 (\$34,487.04) for Panther Trails Community Development District.

Mr. Huber presented the operation and maintenance expenditures for September 2016.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for September 2016 (\$58,289.57) for Panther Trails Community Development District.

Mr. Huber presented the operation and maintenance expenditures for October 2016.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for October 2016 (\$43,778.30) for Panther Trails Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2015 Construction  
Requisitions #79 – 80**

Mr. Huber presented Series 2015 Construction Requisitions #79 – 80 for ratification.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors ratified Series 2015 Construction Requisitions #79-80 for Panther Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Vacant Seats #4 and #5**

Mr. Huber stated that no one qualified in the general election for seat #4 – currently Judy Mitchell’s seat or seat #5 – currently vacant. Discussion ensued.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor the Board of Supervisors appointed Judy Mitchell to seat #4 on the Board of Supervisors for Panther Trails Community Development District.

Mr. Huber, a Notary Public in the State of Florida administered the oath of office to Judy Mitchell. Ms. Mitchell swore and affirmed to the oath and executed the oath. Mr. Huber gave Ms. Mitchell a Form 1 to fill out and send to the Supervisor of Elections for the County in which she resides.

The Board stated that they would like a notice regarding vacant seat #5 posted on the website, the NextDoor app, and sent to homeowners after the holiday season.

**EIGHTH ORDER OF BUSINESS**

**Consideration of TECO’s Outdoor Lighting Agreement**

Mr. Huber presented TECO’s Outdoor Lighting Agreement for eleven poles and lights in Phase 2. Ms. Macsuga stated that she had already executed the agreement and sent it to District management and the developer for Phase 2.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposal for Two Security Cameras to face the Mail Kiosk and Parking Lot**

Mr. Huber presented the DCSI’s two proposals for security cameras. Discussion ensued regarding the proposals.

*(Ms. Murray joined the meeting in progress at 5:44 p.m.)*

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved DCSI’s proposal #1159 for two long range cameras in the amount of \$1,499.98 for Panther Trails Community Development District.

**TENTH ORDER OF BUSINESS**

**Presentation of Unaudited Financial Statements**

Mr. Huber presented and reviewed the Unaudited Financial Statements for September 2016.

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**ELEVENTH ORDER OF BUSINESS**

**Presentation of Contract for Professional  
Amenity Services**

Mr. Huber presented and reviewed Rizzetta Amenity Services contract for professional amenity services. It was stated that the contract was presented and approved at the October Board meeting. Ms. Macsuga will re-execute the contract.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Presentation of Monthly Maintenance Reports**

1. Pond Report – Josh McGarry

Mr. McGarry was not present. The Pond Maintenance Report dated October 25, 2016 was included in the meeting agenda for the Board's review. It was stated that Aquatic Systems has agreed to hold their price for the plantings for ponds #3, 4 and 5 until the spring. The Board requested that the contractor be reminded about their contractual duty to remove trash while on site.

2. Field Services Update – John Crawford

Mr. Crawford presented and reviewed his Field Inspection Report dated October 21, 2016. He gave the Board an update on the landscape maintenance. Discussion ensued regarding the dead Palm trees and the OTC injections. Mr. Crawford stated that the Palms have TPPD. The Board requested a meeting, to be held no later than the first week of January 2017, with Cornerstone, John Crawford, BOS Chairman, and District Engineer to discuss options for replacing the two dead palms. It was agreed to inject the other palms for the time being. John Crawford will email Jeff Hills and copy Ryan regarding the Phase 2 landscaping and the missing sod in areas.

**B. District Counsel**

Not present.

Mr. Huber stated that the Disclosure of Public Finance Document will need to be executed by the Chairman.

On a Motion by Ms. Murray, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors authorized Ms. Macsuga to execute the Disclosure of Public Finance for Panther Trails Community Development District.
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**C. District Engineer**

Mr. Woodcock gave the Board an update on the ponds in Phase 2. He stated that they need maintenance and he will speak to District Counsel regarding a warranty. Mr. Woodcock stated that a grate on a drain has fallen in and needs to be re-set. He stated that he will speak with Ryan/Cal Atlantic to see if they will have one of their subcontractors with heavy equipment already on site re-set the grate. The Board agreed that removal of the round-a-bout on Tar Hollow is too expensive and does not present a good return on investment. There will be no further discussion on this matter.

**D. Clubhouse Manager**

Mr. Dunner presented his Clubhouse Reports for September, October and November 2016. He gave the Board an update regarding the security billing from Verizon of \$1,132.50 when the line was cut to the clubhouse. Ms. Macsuga complimented Mr. Dunner and Mr. Gruhl for their work on the Verizon updates.

Mr. Dunner gave the Board updates on the treadmill issues, the Christmas Party, the entrance monument lights at the Ferry Beach entrance. Ms. Murray requested that Mr. Dunner check on swapping the lights out.

**E. District Manager**

Mr. Huber reminded the Board that their next meeting was scheduled for January 12, 2017 at 5:30 p.m. The Board requested that District Management cancel this meeting as they didn't feel it was necessary to hold it. Therefore the next scheduled meeting will be held on February 9, 2017 at 5:30 p.m.

Mr. Huber requested that the Board members execute the Certificate of Incumbency for US Bank.

Mr. Huber requested that since the officers of the Board weren't changing that he and Christina Lange be added as assistant secretaries for signature purposes and stated that a resolution designating officers would be brought to the next meeting to approve this.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the appointment of Matthew Huber and Christina Lange as Assistant Secretaries for signature purposes for Panther Trails Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests**


Mr. Huber entertained various Supervisor and action item requests.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Huber 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. Murray, with all in favor, the Board of Supervisors adjourned the meeting at 6:54 p.m. for the Panther Trails Community Development District.

  
Secretary Assistant Secretary

  
Chairman/Vice Chairman