

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, November 9, 2017 at 5:33 p.m.** at the Carriage Pointe Clubhouse, located at 11796 Ekker Road, Gibsonton, FL 33534.

Present and constituting a quorum:

Carrie Macsuga	Board Supervisor, Chairman
Jennifer Murray	Board Supervisors, Vice Chairman
Judy Mitchell	Board Supervisor, Assistant Secretary
Patrick Maher	Board Supervisor, Assistant Secretary
Willie Lemons	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Co., Inc.
Greg Woodcock	District Engineer, Cardo (<i>via conf. call</i>)
John Crawford	Field Services Manager, Rizzetta & Co., Inc.
Helena Teixeira	Asst. Amenities Manager
Dana Bryant	Representative, Sunrise Landcare
Gary Rakan	Representative, Sunrise Landcare
Chris Griesenback	Representative, Sunrise Landcare
William Ishida	Representative, Sunrise Landcare
Josh Axhacher	Representative, Sunrise landcare

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. John Serucha discussed the possibility of using the excess fencing components to repair the damaged area near the entrance.

THIRD ORDER OF BUSINESS

Presentation of Monthly Maintenance Reports

1. Field Inspection Report

Mr. Crawford reviewed his October 26, 2017 report with the Board. The Board discussed the benefit of removing gates from the fence at the lot owned by the CDD.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors authorized staff to remove the gates on the fence on the CDD owned lot, for the Panther Trails Community Development District.

Mr. Crawford provided an update of the status of the newly installed sod. The Board tabled a Phase II monument plantings proposal and requested Mr. Crawford coordinate with the developers regarding the warranties that should still be in place for these plants. Mr. Crawford presented a Sunrise Landcare proposal to have the Brazilian Pepper trees trimmed back approximately 10'. The Board members discussed the merits of the proposal and Mr. Cox opened the floor for audience comments since this was not on the agenda. The Board heard audience comments.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Sunrise proposal in the amount of \$3,950.00 to have the Brazilian Pepper trees trimmed back 10 feet, for the Panther Trails Community Development District.

Mr. Dana Bryant with Sunrise addressed the Board regarding landscape service at Panther Trails and he indicated that they have the crews available now to address various landscaping issues that have been lacking.

2. Discussion of Landscape Contract

The Board discussed the status of the Sunrise Landcare landscape contract with representatives from Sunrise. Ms. Murray commented that the landscaper employees are not trimming every time they cut at the lake edge and that the trash that is within reach is not being picked-up. She also noted that grass is not being cut from the lake to the property line. Ms. Murray requested that the practice of creating dead grass spray rings around trees be stopped. Ms. Macsuga suggested that the landscape and aquatic service contractors take photos of trash collected for verification of work done and send those photos to Mr. Crawford. Ms. Macsuga requested that Sunrise have a representative at the future CDD meetings. Mr. Bryant and Mr. Rakan confirmed they will have a representative at the CDD meetings. The Board stated they liked the report provided in response to Mr. Crawford's field inspection report and Sunrise confirmed they will continue to provide these reports.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Regular Meeting
held on October 12, 2017**

Mr. Cox presented the October 12, 2017 Board of Supervisor meeting minutes.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the October 12, 2017 minutes of the Board of Supervisors' regular meeting, for the Panther Trails Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of the Operation &
Maintenance Expenditures for
September 2017**

Mr. Cox presented the Operation and Maintenance expenditures for September 2017 for Board ratification.

On a Motion by Ms. Murray, seconded by Ms. Macsuga, with all in favor, the Board of Supervisors ratified the payment of Operations & Maintenance Expenditures for September 2017 (\$47,929.79) for the Panther Trails Community Development District.

SIXTH ORDER OF BUSINESS

Discussion of Bond

Mr. Cox presented a recommendation from Mr. Robbie Cox of MBS Capital Markets that the Board wait until the Spring of 2018 to consider Bond refinancing for the Series 2011 Bond and the Board members concurred.

SEVENTH ORDER OF BUSINESS

**Discussion of Pond Bank Repair and
Drainage**

Mr. John Vogel and his son, residents who live next to the community and who cut a hole in the CDD owned pond bank at Ekker Road and North Street, gave a brief presentation with regards to the history of the drainage issues at that location. The Board members expressed their interest in resolving the drainage issues for them as well as the CDD and indicated that further encroachment onto the CDD pond bank would not be acceptable.

Mr. Cox explained that a meeting with Hillsborough County was scheduled for next week. The Board agreed to wait on pond bank repairs until the meeting with Hillsborough County was held.

EIGHTH ORDER OF BUSINESS

**Consideration of Dissemination Agent
Agreement**

Mr. Cox presented an updated Dissemination Agreement with Rizzetta and Company, Inc. to the Board and explained changes and that no rate changes were requested.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the updated Rizzetta and Company, Inc. Dissemination Agent Agreement, as presented for the Panther Trails Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2018-01;
Designating Primary Administrative
Office**

Mr. Cox presented Resolution 2018-01; Designating Primary Administrative Office.

On a Motion by Ms. Murray, seconded by Mr. Maher, with all in favor, the Board of Supervisors adopted Resolution 2018-01; Designating Primary Administrative Office, as presented for the Panther Trails Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports (Continued)

A. Aquatic Report

Mr. Cox presented the Aquatic Systems report to the Board. The Board requested Staff to seek a vendor with the primary purpose of cleaning up debris from the pond and pond banks.

**Consideration of Aquatic Systems
Plantings for Ponds 12-16 Proposal**

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Aquatic Systems Proposal for aquatic plantings in Ponds 12-16 in the amount of \$5,372.00 for the Panther Trails Community Development District.

**Consideration of Aquatic Systems
Contract Renewal**

Mr. Cox presented a new aquatic service contract with Aquatic Systems that incorporated all previous amendments along with a rate increase.

On a Motion by Ms. Mitchell, seconded by Ms. Macsuga, with all in favor, the Board of Supervisors approved the renewal of the Aquatic Systems aquatic service contract, including rate increase, for the Panther Trails Community Development District.

B. District Counsel

Not present.

C. District Engineer

Mr. Woodcock advised the Board that none of the CDD owned wells had meters installed for reading water use. He explained a requirement of Southwest Florida Water Management District (SWFWMD) to submit water use reports and that he was presently taking steps to obtain the meters. The Board requested that he work with the developer with regards for the meters for the well in Phase II.

D. Clubhouse Manager

Mr. Cox presented the October 2017 report for the Board's review. Ms. Teixeira provided an update of the planned Club House Christmas party. Ms. Macsuga suggested adding a small branding item such as a pencil, etc. that has "Carriage Pointe" on it that could be added to goody bags for back to school, holiday give-a-ways or other opportunities.

E. District Manager

Mr. Cox reminded the Board that their next meeting was scheduled for December 14, 2017 at 5:30 p.m. The Board requested that District Management cancel this meeting. Mr. Cox noted that the next meeting was scheduled for January 11, 2018 at 5:30 p.m. Mr. Cox reviewed the action item list with the Board. Mr. Cox provided a financial update to the Board.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Murray requested that Staff follow-up regarding the trees that were planted behind the home of 7733 Carriage Pointe Drive and noted that the swing set that has fallen behind the homes of 7963, 7965 and 7967 Carriage Pointe Drive.

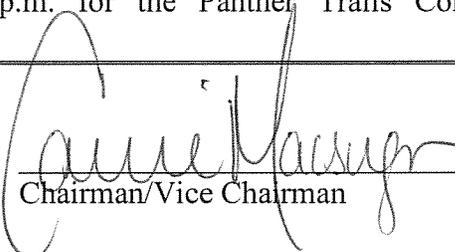
TWELFTH ORDER OF BUSINESS

Adjournment

Mr. Cox 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 7:17 p.m. for the Panther Trails Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman



• Landscaping • Irrigation • Property Maintenance • Tree Farms

Panther Trails CDD
October 26th, 2017 Landscape Report (reply)
10/31/2017

Please see below the current status, supplemental information, or plan of action for the items presented in the October 26th, 2017 report. If you have any questions regarding these items please let us know.

1. Project to be completed on Friday November 3rd.
2. Mulching inside of fenced area will be completed during the week of October 30th.
3. Removal completed on 10/28/17 – no charge. Sod will be added at no additional charge.
4. Completed on 10/28/17.
5. To be completed with the amenity center during the week of 10/30/17.
6. Tree elevations along Ekker Road in Phase 1 were completed on 10/27/17 and 10/28/17.
7. Completed on 10/28/17. It should be noted that we can not clear a significant distance between the larger limbs and the pole itself with unbalancing the canopy of the tree.
8. Will be completed on 11/3/17.
9. These were adjusted on 10/28/17 and a follow up will be done during the week of 10/30/17.
10. Curb lines were sprayed on 11/28/17.
11. Podocarpus were trimmed/levelled on 10/28/17.
12. Palm will be removed at no additional charge. To be done 11/3/17.
13. Volunteer tree was removed on 10/28/17.
14. Will be completed on 11/03/17.
15. Completed on 10/28/17.
16. Beds were weeded on 10/27/17 and 10/28/17.
17. All Washingtonia and Sabal Palms along Symmes Road were pruned on 10/28/17.
18. The Sabals will be cut down at no additional charge.
19. Removal of Torpedo Grass and weeds was completed west of Ferry Beach on 10/28/17. The area east of Ferry Beach was started on 10/28/17 and will be completed during the week of 10/30/17.
20. To be done on 11/03/17.
21. To be completed on 11/03/17.
22. To be completed on 11/03/17 along with item #21.
23. Proposal attached.
24. Pending resolution of an irrigation issue in this area.
25. Proposal attached.
26. Expansion joints and curb cracks were sprayed along the length of Ekker Road on 10/28/17.
27. Irrigation staff is aware of alarm issues and is monitoring the timer to determine why the alarms are being tripped.

Respectfully
Joe Cermak

Sunrise Landcare, Inc.

P.O. Box 16531 • Tampa, FL 33687 • (813) 985-9381 • FAX (813) 664-0155

PANTHER TRAILS

FIELD INSPECTION REPORT



October 26, 2017
Rizzetta & Company
John Crawford – Field Services Manager



Rizzetta & Company
Professionals in Community Management

Landscape

General Updates, Recent & Upcoming Maintenance Events

- ❑ The Sylvester palms on Ekker Rd at the entrance have been replaced with Ribbon palms. The four Medjool palms behind the inbound and outbound monuments on Symmes Rd have been replaced with Queen palms. The playgrounds have been mulched.
- ❑ The sod replacement between Symmes Rd and the clubhouse on Ekker Rd is close to completion.
- ❑ All trees, shrubs, and groundcovers were fertilized in October. St. Augustine grass and palms will be fertilized in November.

The following are action items for Sunrise Landscape to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation.

1. Provide schedule to complete pending executed proposal to install underground drainage at front right corner of clubhouse. (pic 1)



2. Provide schedule to mulch beds inside amenity fence.
3. Provide proposal to remove dead Maple tree and fill tree ring with sod in R-O-W just north of clubhouse on northbound Ekker Rd.
4. Prune Oak tree away from light post between clubhouse and Tar Hollow on northbound Ekker Rd. (Light post number 28230-37134)

5. Install mulch in Tar Hollow cul-de-sac.

6. **Elevate trees overhanging sidewalks to 7' and streets to meet DOT requirements.**

7. Prune Oak tree away from first light post north of Tar Hollow on northbound Ekker Rd, number 28203-37188.

8. Trim sod to form circular tree rings. (pic 8)

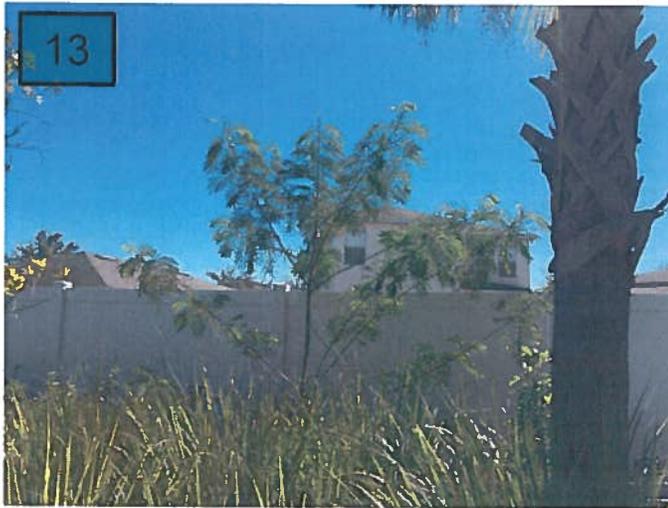


9. Check irrigation run times to all newly sodded areas. Some of the areas in full sun may need additional water.

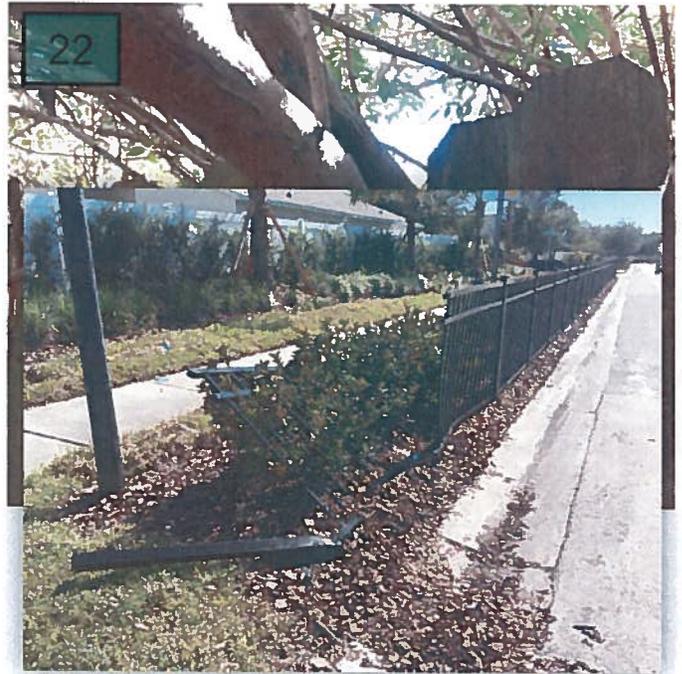


Landscaping

10. Treat crack weeds in entry median curb.
11. Tip back long shoots on Podocarpus shrubs on Ekker and Symmes roads.
12. Provide proposal to flush cut dead Sabal palm west of main entrance, across from Elliot's Garage. **3rd Request**
13. Remove volunteer Lead tree from last grouping of Sabal palms west of Ekker Rd entrance on Symmes Rd. (pic 13)



19. Remove Torpedo grass and weeds from Viburnum Suspensum shrubs west of Ferry Beach and Liriope east of Ferry Beach.
20. Tip long shoots on Viburnum Awabuki on inbound and outbound Ferry Beach PI.
21. Remove water bottles and trash from well pump area across from Tar Hollow.
22. Remove branches within fence slats around well pump. (pic 22)



14. Prune westernmost two Oak trees away from Symmes Rd fence.
15. Remove Brazilian Pepper sapling, Lead tree sapling, and Cogon grass from Cardboard palm near west property line on Symmes.
16. Remove weeds from bed around Symmes Rd well pump.
17. Remove brown leaves from Washingtonia palms on Symmes Rd and Ekker Rd at Rothbury Hills as well as Queen palms behind amenity.
18. Provide proposal to remove two replacement dead Sabal palms in bed on Symmes Rd between Ekker and Ferry Beach. **2nd Request**

23. Provide proposal to remove Brazilian Peppers behind sidewalk, south of the Phase I lift station to 10' behind sidewalk. **2nd Request**
24. Provide schedule to complete sodding section of Right-of-way between lift station and mail kiosk on southbound Ekker Rd.
25. Provide proposal to install two species of plants in front of Phase II monuments. One plant to be planted in front of side walls that should be maintainable underneath ledge of wall. The second plant selection will be planted in circular shaped bed in middle. **2nd Request**



Landscape

26. Treat crack weeds at outbound Grand Kempston and southbound Ekker Rd.
27. Check irrigation controller in Phase II for alarms.





PROPOSAL

• Landscaping • Irrigation • Property Maintenance • Tree Farms

October 28, 2016

Panther Trails CDD
Attn: Greg Cox
9428 Camden Field Parkway
Riverview, FL 33578
Phone: (813) 533-2950
Email: gcox@rizzetta.com

From: Joe Cermak

RE: Landscape Proposal for:
Panther Trails CDD - Brazilian Pepper Cut Back

Dear Greg Cox,

Thank you for the opportunity to bid on this project. Please find enclosed Sunrise Landscape Contractors, Inc.'s proposal with the landscape materials itemized for your review.

Please do not hesitate to contact this office if you have any questions or comments. Sunrise Landscape looks forward to working with you towards the successful completion of this project. Thank you for extending to us the opportunity to earn your business.

Sincerely,

Joe Cermak

Summary :

Landscape Services Total: \$3,950.00

note: Landscape lighting proposals are available upon request.

CUSTOMER or REPRESENTATIVE

SUNRISE LANDSCAPE - Joe Cermak

Accepted by : _____

Accepted by : _____

Print Name : _____

Print Name : _____

Date : _____

Date : _____

Sunrise Landcare, Inc.

P.O. Box 16531 • Tampa, FL 33687 • (813) 985-9381 • FAX (813) 664-0155

October 28, 2016

Sunrise Landscape Proposal for - Panther Trails CDD - Brazilian Pepper Cut Back

SCOPE: Cut back brush and Brazilian Pepper plants along the sidewalk on the west side of Ekker to the south of Tar Hollow. Cut all brush back to a distance of not less than 10' from the edge of the sidewalk. Gather all debris generated by this work for disposal off site.

Landscape Materials -

QTY	DESCRIPTION	PRICE	UNIT	TOTAL
1	Labor: Cutback & Clean-up	3,600.00	per	3,600.00
1	Disposal Fee	350.00	per	350.00

GRAND TOTAL: \$3,950.00

GENERAL NOTES:

- 1 . Any work or items not specifically included are excluded.
- 2 . This proposal and price is good for 45 days from date of quote, prices subject to change thereafter.
- 3 . Clean up of site limited to debris and waste generated by this contractor.
- 4 . These notes become part of any contract or agreement entered into unless specific exceptions are made in writing stating otherwise, adding to or deleting from scope of work.
- 5 . Lien: According to Florida's Construction Lien Law (sections 713.001-713.37, Florida Statutes), those who work on your property or provide materials and are not paid in full have a right to enforce their claim against your property. This claim is known as a construction lien. If your contractor or a subcontractor fails to pay subcontractors, sub-subcontractors, or material suppliers or neglects to make other legally required payments, the people who are owed money may look to your property for payment, even if you have paid your contractor in full. If you fail to pay your contractor, your contractor may also have a lien on your property. This means if a lien is filed your property could be sold against your will to pay for labor, materials, or other services that your contractor or a subcontractor may have failed to pay. Florida's Construction Lien Law is complex and it is recommended that whenever a specific problem arises, you consult an attorney.
- 6 . Attorney Fees: In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.



PROPOSAL

• Landscaping • Irrigation • Property Maintenance • Tree Farms

October 28, 2017

Panther Trails CDD
Attn: Greg Cox
9428 Camden Field Parkway
Riverview, FL 33578
Phone: (813) 533-2950
Email: gcox@rizzetta.com

From: Joe Cermak

RE: Landscape Proposal for:
Panther Trails CDD II - Monument Plantings

Dear Greg Cox,

Thank you for the opportunity to bid on this project. Please find enclosed Sunrise Landscape Contractors, Inc.'s proposal with the landscape materials itemized for your review.

Please do not hesitate to contact this office if you have any questions or comments. Sunrise Landscape looks forward to working with you towards the successful completion of this project. Thank you for extending to us the opportunity to earn your business.

Sincerely,

Joe Cermak

Summary :

Landscape Materials Total: \$2,169.00

note: Landscape lighting proposals are available upon request.

CUSTOMER or REPRESENTATIVE

SUNRISE LANDSCAPE - Joe Cermak

Accepted by : _____

Accepted by : _____

Print Name : _____

Print Name : _____

Date : _____

Date : _____

Sunrise Landcare, Inc.

P.O. Box 16531 • Tampa, FL 33687 • (813) 985-9381 • FAX (813) 664-0155

October 28, 2017

Sunrise Landscape Proposal for - Panther Trails CDD II - Monument Plantings

SCOPE: Install in front of the lower section of each monument wall ten (10) Arboricola on two and a half foot centers. In front of the center of each monument install five (5) Crotons. Touch up each bed with fresh pine bark mulch and gather all debris generated by this scope for disposal off site.

Landscape Materials -

QTY	DESCRIPTION	PRICE	UNIT	TOTAL
40	Croton "Mammey", 3 gallon	13.50	per	540.00
80	Arboricola, 3 gallon	13.00	per	1,040.00
2	yards Planting Soil (for use as backfill in planting pits only)	32.00	per	64.00
5	yards Pine Bark Mulch	45.00	per	225.00
1	Labor	300.00	per	300.00

GRAND TOTAL: \$2,169.00

GENERAL NOTES:

- 1 . Any work or items not specifically included are excluded.
- 2 . Irrigation, if needed, shall be done on a "Time and Materials" basis.
- 3 . Guarantee does not cover replacement of material that is damaged or missing during guarantee period.
- 4 . This proposal and price is good for 45 days from date of quote, prices subject to change thereafter.
- 5 . All plants, trees, sod, etc. required for this job are subject to market availability.
- 6 . Clean up of site limited to debris and waste generated by this contractor.
- 7 . The Owner shall properly maintain trees and plant materials after final acceptance in order to maintain unobstructed visibility for pedestrians and vehicles.
- 8 . These notes become part of any contract or agreement entered into unless specific exceptions are made in writing stating otherwise, adding to or deleting from scope of work.
- 9 . Watering Restrictions: Sunrise Landscape is bound by local water restrictions which may in fact result in irreparable stress and /or demise of landscape plant material and turf. Sunrise Landscape cannot be held responsible for long or short term drought related stress, damage, or demise of landscape plant material and turf with regards to restricted irrigation regulations over which Sunrise Landscape has no direct control.
- 10 . Lien: According to Florida's Construction Lien Law (sections 713.001-713.37, Florida Statutes), those who work on your property or provide materials and are not paid in full have a right to enforce their claim against your property. This claim is known as a construction lien. If your contractor or a subcontractor fails to pay subcontractors, sub-subcontractors, or material suppliers or neglects to make other legally required payments, the people who are owed money may look to your property for payment, even if you have paid your contractor in full. If you fail to pay your contractor, your contractor may also have a lien on your property. This means if a lien is filed your property could be sold against your will to pay for labor, materials, or other services that your contractor or a subcontractor may have failed to pay. Florida's Construction Lien Law is complex and it is recommended that whenever a specific problem arises, you consult an attorney.
- 11 . Attorney Fees: In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.