

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, January 11, 2018 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	Board Supervisor, Chairman
Jennifer Murray	Board Supervisors, Vice Chairman
Judy Mitchell	Board Supervisor, Assistant Secretary
Patrick Maher	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Co., Inc.
Greg Woodcock	District Engineer, Cardo (<i>via conf. call</i>)
Bobby Carr	Amenities Manager
John Crawford	Field Services Manager, Rizzetta & Co., Inc.
Dana Bryant	Representative, Sunrise Landcare

Audience	None
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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

There were not audience members present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Regular Meeting
held on November 9, 2017**

Mr. Cox presented the November 9, 2017 Board of Supervisor meeting minutes.

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors approved the November 9, 2017 minutes of the Board of Supervisors' regular meeting, for the Panther Trails Community Development District.

Ms. Macsuga requested staff work with the developer to determine the status of the Phase II entrance hardscape and landscape warranty.

FOURTH ORDER OF BUSINESS

Consideration of the Operation & Maintenance Expenditures for October & November 2017

Mr. Cox presented the Operation and Maintenance expenditures for October and November 2017 for Board ratification. Ms. Macsuga requested staff to verify the HOA has been making payments to the CDD.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors ratified the payment of Operations & Maintenance Expenditures for October 2017 (\$43,883.96) and November 2017 (\$56,091.26) for the Panther Trails Community Development District.

FIFTH ORDER OF BUSINESS

Update on Drainage issue

The Board discussed the status of the conveyance of the drainage ditch and Ms. Macsuga requested that the process be expedited.

SIXTH ORDER OF BUSINESS

Consideration of Update Lien of Record

Mr. Cox presented the updated Lien of Record to the Board.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Lien of Record for the Panther Trails Community Development District.

SEVENTH ORDER OF BUSINESS

Update on Towing in Cul-de-Sacs

The Board discussed the desire to keep people from parking in Cul de Sacs and requested that staff work with the Hillsborough County Sheriff's Office and Split Second Towing regarding the legal ability to tow and possible signage.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Report

Mr. Cox presented the Aquatic Systems report to the Board. The Board agree to move forward with Aquatic Systems to perform pond clean ups at the rate of \$115 per hour and asked that one clean up be performed now as a courtesy to see how well it works.

B. Field Inspection Report

Mr. Crawford presented his reports to the Board.

Ms. Macsuga requested that staff contact the developer to demand dumpsters be used at the construction sites.

The Board requested staff to contact the developer to ask that cul de sac circles in Phase II be cleaned up and graded.

The Board agreed that Sunrise should be mowing the front drainage ditch at least quarterly.

The Board requested proposals from Sunrise for additional Brazilian Pepper tree removal for budgeting season.

The Board approved to have Sunrise begin the process of creating a grass buffer area around ponds

On a Motion by Ms. Macsuga, seconded by Mr. Maher, with all in favor, the Board of Supervisors authorized Sunrise Landcare to begin creating a grass buffer around the ponds for the Panther Trails Community Development District.

The Board considered a proposal to remove four Medjool Palms from Sunrise Landcare and decided to replace them with Crape Myrtles for \$5,298.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Sunrise Landcare proposal in the amount of \$5,298.00 for the Panther Trails Community Development District.

C. District Counsel

Not present.

D. District Engineer

No report.

E. Clubhouse Manager

Mr. Carr presented the November and December 2017 reports for the Board's review.

The Board requested staff to begin scheduling Hillsborough County Sheriff's Office off-duty more in the evenings to seek better fill of shifts.

The Board requested RASI to consider increasing the part time hours in order to have a pool monitor versus a security guard.

The Board approved for the process to proceed to remove the cracked mirror in the fitness center.

Ms. Macsuga requested staff to get proposals to pressure wash common areas that need to be cleaned.

F. District Manager

Mr. Cox reminded the Board that their next meeting was scheduled for February 8, 2018 at 5:30 p.m. The Board stated they plan to cancel the March 8, 2018 meeting. Mr. Cox reviewed the action item list with the Board. Mr. Cox provided a financial update to the Board.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

TENTH 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 7:10 p.m. for the Panther Trails Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman

Date Entered	Category	Action Item	District Staff Responsible	Vendor Responsible	Target Date	Notes
12/8/2016	O&M	Issue with palms @ Ekker Rd entrance	John Crawford	Cornerstone	10/10/2017	8 Palms Proposal - Pending installed. 4 Palms to be removed.
1/11/2017	Admin	County ditches phase 1 and phase 2 behind the club house and along the east side.	Greg Woodcock	Jeff Hills	1/20/2018	Completed legal descriptions. Checking Exhibits
6/8/2017	O&M	Lights a Mail Kiosk	Property Manager	Builder	1/11/2018	Installed - one light crooked
1/3/2018	O&M	Drainage Issue at Back Entrance	Greg Woodcock	TECO	1/11/2018	County/Teco to survey TECO Proproperty
1/3/2018	O&M	Well Flow meter	Greg Woodcock	Forquarean	1/11/2018	Meter ordered
1/3/2018	Admin	Construction Invoices	District Manager	Rizzetta	1/11/2018	In progress
1/3/2018	Admin	Towing Company - Cul De Sac	Property Manager	Tow Company	1/11/2018	Bobby working with Company and HCSO
1/3/2018	Admin	Construction Requisition #84	District Manager	Rizzetta	1/11/2018	Signed. Funding Request in Progress.
1/3/2018	Admin	HCSO Police Scope	Property Manager	HCSO	1/11/2018	Carrie had communicated info to Bobby
1/3/2018	Admin	Security Patrols	Property Manager	Security	1/11/2018	Carrie had communicated info to Bobby
1/3/2018	Admin	Website Additional Logo	District Manager	Rizzetta	1/11/2018	Receiving Quote to have added
1/3/2018	Admin	Phase I encroachment	District Manager	Rizzetta	1/11/2018	Letters Mailed to 7 addresses
1/3/2018	Admin	Phase II encroachment	District Manager	Rizzetta	1/11/2018	Information passed to PH II HOA Management
1/3/2018	Admin	Vendor for Pond Clean Up	Property Manager	Rizzetta	1/11/2018	
1/3/2018	Admin	7733 Carriage Pointe Drive - Trees Behind	Property Manager	Rizzetta	1/11/2018	Letter mailed.
1/3/2018	Admin	Swing Set Fallen Behind Homes at 7963, 7965 and 7967 Carriage Pointe Drive	Property Manager	Rizzetta	1/11/2018	Letter mailed.
1/3/2018	O&M	Mirror in Gym	Property Manager	Rizzetta	1/11/2018	Bobby has quote but risks breaking other mirror
1/3/2018	O&M	Gate Removal at Vacant Lot	Property Manager	Rizzetta	1/11/2018	Bobby is having gates removed.
Completed Actions						