

1 **MINUTES OF MEETING**

2 **PANTHER TRACE II**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Panther Trace II Community Development
5 District was held on Monday, July 26, 2021 at 6:38 p.m. at Panther Trace II Clubhouse, 11518 Newgate
6 Crest Drive, Riverview, Florida 33579.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Leger called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Jeff Spiess	Board Supervisor, Chairman
11	David Steppy	Board Supervisor, Vice Chairman
12	Scott Ward	Board Supervisor, Assistant Secretary
13	R. Clinton Miner	Board Supervisor, Assistant Secretary
14	Pamela Wood	Board Supervisor, Assistant Secretary

15 Also present were:

16	Jackie Leger	District Manager, DPFPG Management & Consulting
17	Patricia Thibault <i>(via phone)</i>	DPFPG Management & Consulting
18	John Vericker <i>(via phone)</i>	District Counsel, Straley Robin Vericker
19	Matthew Remson	Remson Aquatics
20	Mike Arneson	Landscape Maintenance Professionals

21 *The following is a summary of the discussions and actions taken at the July 26, 2021 Panther Trace II CDD*
22 *Board of Supervisors Regular Meeting.*

23 **SECOND ORDER OF BUSINESS – Audience Comments**

24 An audience member thanked Remson Aquatics for the Pond 31 dredging and cutbacks.

25 **THIRD ORDER OF BUSINESS – Landscape and Pond Maintenance**

26 A. Exhibit 1: LMP Maintenance Report

27 B. Exhibit 2: Remson Aquatics Pond Maintenance Report

28 Mr. Remson noted high nutrient levels in ponds due to runoff from recent rain patterns.

29 **FOURTH ORDER OF BUSINESS – Consent Agenda**

30 A. Exhibit 3: Consideration and Approval of Minutes of the June 28, 2021 Meeting

31 B. Exhibit 4: Acceptance of the Unaudited June 2021 Financial Statements

32 In response to a Supervisor question about the field miscellaneous line item, Ms. Thibault advised
33 that she could send out an email for further clarification as to the classification.

34 On a MOTION by Mr. Steppy, SECONDED by Mr. Ward, with ALL IN FAVOR, the Board approved the 35 ratification of all items of the Consent Agenda for the Panther Trace II Community Development District.
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36 **FIFTH ORDER OF BUSINESS – Business Matters**

37 A. Old Business

38 None

39 B. New Business

1. Exhibit 5: Consideration of Allied AED Proposal Options

- HeartSine AED – Quote #235115 - \$1,920.65
- ZOLL AED – Quote #235116 - \$1,881.34
- Defibtech AED – Quote #235114 - \$1,465.92

These items were tabled to the next meeting to get better comparisons between quotes.

Mr. Ward made a motion for an AED in an amount not to exceed \$1,500.00 for the Panther Trace II Community Development District. However, as there was no second, the motion failed due to a lack of support from the majority of Board Supervisors.

On a MOTION by Mr. Ward, SECONDED by Mr. Spiess, with ALL IN FAVOR, the Board approved an amount not to exceed \$1,500.00, with a minimum of a three-year warranty, with prioritization for Cardio Partners, for the Panther Trace II Community Development District.

SIXTH ORDER OF BUSINESS – Staff Reports

A. District Manager

Ms. Leger stated that it did not appear that there had been a decrease with the TECO bill, noting that the bill previously presented was an account with a portion of the community's lights. The Board requested for District Management to reach out to determine whether another employee with TECO would be able to answer the Board's questions about the bill. Ms. Leger gave an overview of correspondence with Hillsborough County Sheriff's Office.

Ms. Leger noted that a security camera proposal had come in the day of the meeting, with pricing listed at \$400 per unit, with various pricing plans billable monthly for recording. The Board requested for District Management to reach out to the vendor about potentially giving a presentation at the next meeting.

B. District Counsel

Mr. Vericker stated that he was continuing to work on routine budget resolutions. Ms. Leger advised that the Board may seek assistance from District Counsel if no satisfactory answer was received from TECO regarding a promised billing decrease. Mr. Vericker requested records of negotiations.

C. District Engineer

There being none, the next item followed.

D. Exhibit 6: Amenity Manager July 2021 Operations Report

Ms. Ramirez gave an overview of her report and noted work that had been performed for sidewalks and crosswalks.

SEVENTH ORDER OF BUSINESS – Audience Comments (*limited to three minutes*)

Audience comments were heard regarding weed growth in common areas, as well as financial audits relating to the fiscal year budget. Ms. Thibault advised that the 2021 financial audit was not complete as the fiscal year was still ongoing, and noted that the 2020 financial audit would be presented as part of the next meeting's agenda package, along with the FY 22 budget presentation.

EIGHTH ORDER OF BUSINESS – Supervisors Requests

Supervisor questions were asked about the reserve study, and Ms. Thibault stated that she could reach out to the reserve analyst for an estimated date of preparation.

NINTH ORDER OF BUSINESS – Adjournment

Ms. Leger asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Ms. Wood made a motion to adjourn the meeting.

On a MOTION by Ms. Wood, SECONDED by Mr. Steppy, WITH ALL IN FAVOR, the Board adjourned the meeting for the Panther Trace II Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on August 23, 2021.

Signature

Printed Name

Signature

Printed Name

Title: ☐ Secretary ☒ Assistant Secretary

Title: ☒ Chairman ☐ Vice Chairman