



Rizzetta & Company

# **Panther Trails Community Development District**

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**Board of Supervisors' Meeting  
October 12, 2023**

**Carriage Pointe Clubhouse  
11796 Ekker Road  
Gibson, FL 33534**

**[www.panthertrailscdd.org](http://www.panthertrailscdd.org)**

# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT AGENDA**

To be held at the Carriage Pointe Clubhouse, 11796 Ekker Road, Gibsonton, FL 33534

<b>District Board of Supervisors</b>	Daniel Smith	Chairman
	Jennifer Murray	Vice Chairman
	Theresa Lovelace	Assistant Secretary
	Vacant	Assistant Secretary
	Gladymari Feliciano	Assistant Secretary
<b>District Manager</b>	Matt O'Nolan	Rizzetta & Company, Inc.
<b>District Attorney</b>	Scott Steady	Burr Forman, LLP
<b>District Engineer</b>	Frank Nolte	Stantec

**All cellular phones and pagers must be turned off during the meeting.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 813-933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 2700 S. Falkenburg Road, Suite 2745, Riverview, FL 33578**  
**MAILING ADDRESS • 3434 Colwell Ave, Suite 200, Tampa, FL 33614**  
**www.panthertrailscdd.org**

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10/10/2023

**Board of Supervisors**  
**Panther Trails Community**  
**Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Panther Trails Community Development District will be held on **Thursday, October 12, 2023 at 5:30 p.m.** at the Carriage Pointe Club House, located at 11796 Ekker Road, Gibsonton, FL 33534. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
  - A.** Presentation of Monthly Maintenance Inspection Reports
    1. Pond Report.....Tab 1
    2. Pool Report .....Tab 2
      - i. Consideration of Aqua Sentry Proposal.....Tab 3
    3. Landscape Inspection Report and Responses.....Tab 4
      - i. Consideration of LMP Proposals.....Tab 5
    4. District Engineer .....Tab 6
  - B.** Amenities Manager Report.....Tab 7
  - C.** District Manager
    1. Presentation of District Manager Report .....Tab 8
    2. Presentation of Financial Statement .....Tab 9
- 4. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of the Board of Supervisors' Meeting held on August 10, 2023.....Tab 10
  - B.** Consideration of Operation & Maintenance Expenditures for July and August 2023 and October 2022.....Tab 11
- 5. BUSINESS ITEMS**
  - A.** Consideration of Contract For Professional Amenity Services, Second Addendum .....Tab 12
  - B.** Consideration of Resolution 2024-01, Amending FY 22-23 Budget .Tab 13
  - C.** Public Hearing for Rule Development
    1. Consideration of Rule No. 24-1.....Tab 14
    2. Consideration of Resolution 2024-02, Amending Facility Rules and Rates.....Tab 15
  - D.** Acceptance of Supervisor Travis' Resignation .....Tab 16
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

*Matt O'Nolan*, District Manager

## **Tab 1**



## Service Report



### Work Order

Work Order Number  
00325540  
Created Date  
8/29/2023

Account  
Panther Trails CDD  
Contact  
Matthew O'Nolan  
Address  
11796 Ekker Road  
Gibsonton, FL 33534

### Work Details

Specialist Comments to Customer  
Inspected ponds for drainage and debris ahead of the hurricane.  
Prepared By  
ANDREW SPARKS

### Work Order Assets

Asset	Status	Product Work Type
Panther Trails Cdd-Lake-ALL	Inspected	

### Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Panther Trails Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Panther Trails Cdd-Lake-ALL	SHORELINE WEED CONTROL	
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number  
00336905  
Created Date  
9/1/2023

Account  
Panther Trails CDD  
Contact  
Matthew O'Nolan  
Address  
11796 Ekker Road  
Gibsonton, FL 33534

## Work Details

Specialist Comments to Customer  
High water levels from hurricane  
Prepared By  
Bethany O'Donnell

## Work Order Assets

Asset	Status	Product Work Type
Panther Trails Cdd-Lake-ALL	Inspected	

## Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Panther Trails Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	Excess trash seen on pond 2 from hurricane. Picked up most visible at tip of pond, did not have enough time for rest
Panther Trails Cdd-Lake-ALL	SHORELINE WEED CONTROL	Treated invasive shoreline weeds on ponds 1, 2, 4, 7, 8, 9, 10
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Treated primrose and invasive grasses within shelf areas
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	Treated Chara on 10 using systemic treatment
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	No algae observed on ponds visited today
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number  
00362451  
Created Date  
9/19/2023

Account  
Panther Trails CDD  
Contact  
Matthew O'Nolan  
Address  
11796 Ekker Road  
Gibsonton, FL 33534

## Work Details

Specialist Comments to Customer  
High water levels from recent rain. Algae can be expected as Chara breaks down  
Prepared By  
Bethany O'Donnell

## Work Order Assets

Asset	Status	Product Work Type
Panther Trails Cdd-Lake-ALL	Inspected	

## Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Panther Trails Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	Picked up visible trash
Panther Trails Cdd-Lake-ALL	SHORELINE WEED CONTROL	Treated invasive shoreline weeds on ponds 3, 4, 5, 6, 11, 12, 13, 14, 15, 16
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Treated invasives within beneficial plants
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	Treated Chara on ponds 3, 4, 5
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	No algae observed on ponds seen today
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number  
00388564

Created Date  
10/2/2023

Account  
Panther Trails CDD

Contact  
Matthew O'Nolan

Address  
11796 Ekker Road  
Gibsonton, FL 33534

## Work Details

Specialist Comments to Customer  
Very windy today, could only treat certain areas of ponds, high water levels observed

Prepared By  
Bethany O'Donnell

## Work Order Assets

Asset	Status	Product Work Type
Panther Trails Cdd-Lake-ALL	Inspected	

## Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Panther Trails Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	Picked up visible trash
Panther Trails Cdd-Lake-ALL	SHORELINE WEED CONTROL	Treated invasive shoreline weeds on ponds 1, 2, 7, 8, 9, 10, 4
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Spot treated invasives within benefical
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	No floating or submerged weeds observed in ponds seen today
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	No algae observed in ponds seen today
Panther Trails Cdd-Lake-ALL		

## Tab 2

**From:** Aqua Sentry <[support@getskimmer.com](mailto:support@getskimmer.com)>  
**Sent:** Wednesday, September 20, 2023 3:42 PM  
**To:** Matt O'Nolan <[MONolan@rizzetta.com](mailto:MONolan@rizzetta.com)>  
**Subject:** [EXTERNAL]Pool Service Report for 9/20/2023

**NOTICE: This email originated from outside of the organization.**

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

## Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



### DATE OF SERVICE

September 20, 2023 at 3:41 PM

### LOCATION

11796 Ekker Rd  
Gibson, FL 33534

### SERVICED BY

Dominique Teed

## POOL SERVICE INFO

### READINGS

**3 ppm** total chlorine

**7.6 T add** pHo

**80 ppm** total alkalinity

## CHEMICALS ADDED

10 2.5 g liquid chlorine

2 gal pH ↓

## SERVICES PERFORMED

Skimmed Surface



**Aqua Sentry**  
13194 US Hwy 301 Ste 154  
Riverview FL 33578

[\(813\) 943-2755](tel:(813)943-2755)  
[aquasentrytampa@gmail.com](mailto:aquasentrytampa@gmail.com)

Have a great day!



**From:** Aqua Sentry <[support@getskimmer.com](mailto:support@getskimmer.com)>  
**Sent:** Wednesday, September 27, 2023 10:49 AM  
**To:** Matt O'Nolan <[MONolan@rizzetta.com](mailto:MONolan@rizzetta.com)>  
**Subject:** [EXTERNAL]Pool Service Report for 9/27/2023

**NOTICE: This email originated from outside of the organization.**

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

## Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



### DATE OF SERVICE

September 27, 2023 at 10:49 AM

### LOCATION

11796 Ekker Rd  
Gibson, FL 33534

### SERVICED BY

Dominique Teed

## POOL SERVICE INFO

### READINGS

**5 ppm** total chlorine

**7.6 T add** pHo

**80 ppm** total alkalinity

## CHEMICALS ADDED

10 2.5 g liquid chlorine

## SERVICES PERFORMED

Skimmed Surface

Vacuumed



### **Aqua Sentry**

13194 US Hwy 301 Ste 154  
Riverview FL 33578

[\(813\) 943-2755](tel:(813)943-2755)

[aquasentrytampa@gmail.com](mailto:aquasentrytampa@gmail.com)

Have a great day!

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**From:** Aqua Sentry <[support@getskimmer.com](mailto:support@getskimmer.com)>  
**Sent:** Saturday, September 30, 2023 1:23:29 PM  
**To:** Matt O'Nolan <[MONolan@rizzetta.com](mailto:MONolan@rizzetta.com)>  
**Subject:** [EXTERNAL]Pool Service Report for 9/30/2023

**NOTICE: This email originated from outside of the organization.**

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

## Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry

**DATE OF SERVICE**

September 30, 2023 at 1:23 PM

**LOCATION**

11796 Ekker Rd  
Gibsonston, FL 33534

**SERVICED BY**

Dominique Teed

**POOL SERVICE INFO**

**READINGS**

**5 ppm** total chlorine

**7.6 T add** pHo

**80 ppm** total alkalinity

**CHEMICALS ADDED**

**10 2.5 g** liquid chlorine

**SERVICES PERFORMED**

- ✓ Skimmed Surface
- ✓ Vacuumed



**Aqua Sentry**

13194 US Hwy 301 Ste 154  
Riverview FL 33578

(813) 943-2755

[aquasentrytampa@gmail.com](mailto:aquasentrytampa@gmail.com)

Have a great day!



**From:** Aqua Sentry <[support@getskimmer.com](mailto:support@getskimmer.com)>  
**Sent:** Wednesday, October 4, 2023 9:41 AM  
**To:** Matt O'Nolan <[MONolan@rizzetta.com](mailto:MONolan@rizzetta.com)>  
**Subject:** [EXTERNAL]Pool Service Report for 10/4/2023

**NOTICE: This email originated from outside of the organization.**

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

## Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



### DATE OF SERVICE

October 4, 2023 at 9:41 AM

### LOCATION

11796 Ekker Rd  
Gibson, FL 33534

### SERVICED BY

Dominique Teed

## POOL SERVICE INFO

### READINGS

**10 ppm** total chlorine

**7.6 T add** pHo

**80 ppm** total alkalinity

## CHEMICALS ADDED

5 2.5 g liquid chlorine

1 gal pH ↓

## SERVICES PERFORMED

Skimmed Surface

Vacuumed



**Aqua Sentry**  
13194 US Hwy 301 Ste 154  
Riverview FL 33578

(813) 943-2755  
[aquasentrytampa@gmail.com](mailto:aquasentrytampa@gmail.com)

Have a great day!



## Tab 3



Bob Mock - 813-942-2755

Darrin Dorsett - 813-567-6427

Date: 8-05-2023

**Name/Property:** Carraige Pointe **Phone:** 813-533-2590

**Adress:** 11796 Ekker Rd Gibsonton, FL 33834

**Finish patch quote 08/09/2023**

Repair under water (not recommended) **\$1200.00**

Pool with be patched with either pool hydraulic cement or pool putty.

Will not match existing pool finish.

Drain pool and patch with PMM Bluestone to match finish. **\$2500.00**

Patch will be matched as well as possible to existing finish.

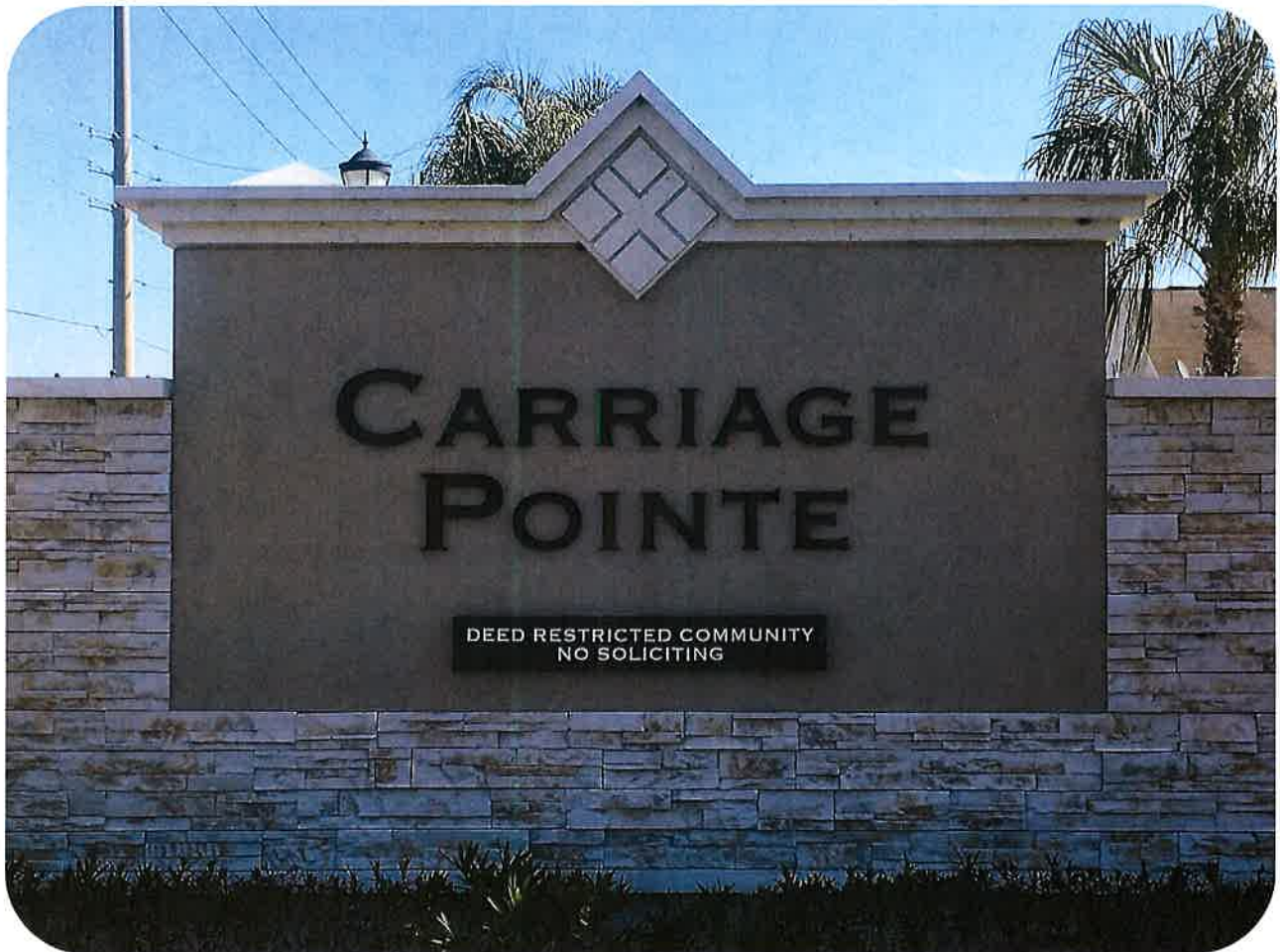
Pool will be inspected for addition delamination.

Thank you for choosing AquaSentry,

## Tab 4

# PANTHER TRAILS

## LANDSCAPE INSPECTION REPORT



September 18th, 2023  
Rizzetta & Company  
John Fowler – Landscape Specialist



Rizzetta & Company  
Professionals In Community Management



# Summary, Ferry Beach Rd., Symmes Rd.

## General Updates, Recent & Upcoming Maintenance Events

- Fertilizer ban is lifted October 1<sup>st</sup>. Asking LMP to provide a 5-day notice before application as per the contract.
- We are now in the rainy season. Please manage the irrigation system accordingly including turning off when possible.

The following are action items for LMP 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. **Bold and Underlined** is for BOS attention.

1. Remove large weeds growing within the Ornamental Grasses on Symmes Rd. ROW from East end of property to Ekker Rd.
2. Remove a couple vines growing up the vinyl fence on Symmes Rd. ROW just West of Ferry Beach.
3. Remove sucker growth off the Crepe Myrtles on Symmes Rd. ROW between Ferry Beach and Ekker Rd.
4. Diagnose and treat a couple declining Awabuki on the East ROW of Ferry Beach.
5. Schedule a pruning event for the Viburnum at the dog park on Carriage Pointe Dr. to be maintained at fence level height with no vegetation coming through. (Pic. 5 )
6. Remove a couple palm volunteers growing within the Viburnum hedge on Ekker Rd. on the East ROW between Carriage Pointe Dr. and Tar Hallow Dr.
7. Remove a couple vines growing on the vinyl fence on Symmes Rd. East ROW between Carriage Pointe Dr. and Tar Hallow Dr.
8. Diagnose and treat turf in the medians on Ekker Rd. between Symmes Rd. and amenity center where there is possible chinch bug damage.
9. Noting new shrubs have been installed on the first median on Ekker Rd. just South of Symmes Rd. that replaced the 'Maui' Ixora.
10. Remove any dead material in the Bottlebrush trees on the East ROW of Ekker Rd. from Symmes Rd. to the amenity center. This may include removing a small tree that has declined.
11. Treat the broadleaf turf weeds in front of the amenity center.
12. Diagnose and treat a declining Queen Palm at the amenity center on the Northside within the aluminum fence.
13. Treat weeds in sidewalk at amenity center.

5





## PANTHER TRAILS INSPECTION REPORT RESPONSE

Date Inspection Report Performed \_\_\_\_\_ 9.18.23 \_\_\_\_\_

Date LMP Received Report \_\_\_\_\_ 10.3.23 \_\_\_\_\_

LMP Response Date \_\_\_\_\_ 10.10.23 \_\_\_\_\_

● - Carry Overs

● - Completed

● - LMP Response

1. Will complete by week of 10.16.23. Ongoing.
2. Completed September.

3. Completed September.



4. I didn't see any severe decline. The last few on the south side did have some defoliation. I clipped off some dead branches, but most of them have new growth buds showing. I'm not certain but is directly across from the hose bib of the house behind it. Possible runoff contamination.











5. This is regularly trimmed. Last trimmed last week of September.



6. I didn't see any Viburnum, but the Holly hedge was cleared of any weird plant growth invaders. We are trying to allow these shrubs to grow in

height to eventually the top of the fence without them looking unkept at times. We let the short ones grow to catch up with the taller, then let them grow. Will take a very long time, but it will look much better when fence is not exposed.



7. Completed September.



8. This was previously treated for chinch bug. Irrigation pump was down in this area off and on for a month and a half due to a continually stuck valve which was found due to an improperly sized PVC pipe. Irrigation was repaired and restored. Fertilization happened for turf grasses the last week of September.
9. Noted
10. Will complete by week of 10.16.23.
11. This will be treated in the week of 10.9.23.
12. Our certified arborist, Tyree, believes it may be Ganoderma. There is no test to determine if a Palm is infected. Basically, we can only monitor and then when it fails, sanitarily remove, and burn the tree.



13. Weeds were sprayed on the week of 10.2.23.  
Ongoing.



# Ekker, Amenity Center

14. Tip prune the dead out of the Juniper 'Parsoni' at the front of the amenity center.
15. Schedule a pruning event for the Viburnum at amenity center growing through the aluminum fence at the basketball court.
16. Cut back the side of the Purple Fountain Grass along the sidewalk heading into the amenity center that is crowded the Croton. (Pic. 16)



17. The mowing season is winding down, so it is time for LMP to start pushing back some of the natural areas from the amenity center to North St.
18. Diagnose and treat the Italian Cypress for possible spider mites behind the monuments at the Bilston Village Ln. and Ekker Rd. intersection.
19. Diagnose and treat the declining Viburnum at the lift station on Ekker Rd. (Pic. 19>)
20. Diagnose and treat the declining Red Maple tree on Ekker Rd. North ROW near Barnsley Reserve Pl. intersection.
21. Treat the weeds in the mulched bed in the Southern most median on Ekker Rd.

22. Remove a Brazilian Pepper growing within the Ornamental Grasses on Ekker Rd. median located between the lift station and Barnsley Reserve Pl.

23. The approved root has not been removed behind the monument of Barnsley Reserve Pl. yet.



14. Completed 10.4.23 However, ongoing. Nature of plants.



15. Will complete week of 10.16.23.

16. Completed in September.



17. Noted

18. The trees at Bilston Village are not Cypress.



I believe it should be Rothbury Hills. David, our certified spray technician, has diagnosed mite infestation and will treat as such.









19. This was a direct result of the drought. This area is monitored by the government for water usage, so there was no hope to “cheat.” Plant conditions should be improving with rainfall returning.
20. This does not need a diagnosis. It was hit 2 ½ years ago by a car when Patrick was still our consultant with Rizzetta. It has been cracked like this all the while. We talked about removing it, but decided to see how it recuperated. It has been shockingly strong over the years. If the board would like to remove or remove and replace, I can submit a proposal. For no cost, I could trim it up a little so it is less aesthetically odd and we can see if it will live forever.

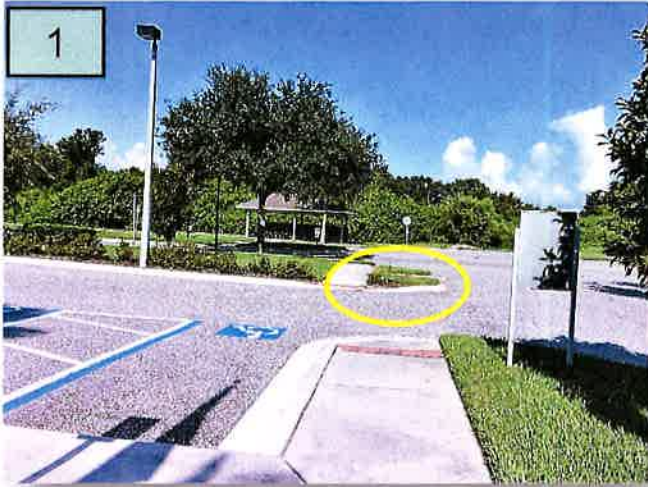


- 21. Treated. Ongoing.
- 22. Will complete by week of 10.9.23.
- 23. Completed September



# Proposals

1. LMP to submit a proposal for the entrance into the parking lot of the amenity center to remove one declining Viburnum. I am suggesting this be sodded over instead of replacement planting. (Pic. 1)



## Proposals

1. As mentioned in the last report, I have pulled the Viburnum and will replace with sod as a courtesy when we have some extra become available.



Note... Cul-du-sac on Tar Hollow will never have attractive turf. This is not only due to shade, but more so because for years, the residents have been blowing their leaves into it which piles up and kills the grass.





I have no idea what is going on here, but it has been going on a while and inhibits maintenance.



## Tab 5

PO Box 267  
Seffner, FL 33583  
O: 813-757-6500  
F: 813-757-6501

## Estimate

## Submitted To:

Panther Trails CDD  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Date	8/11/2023
Estimate #	85138
LMP REPRESENTATIVE	
PM	
PO #	
Work Order #	

DESCRIPTION	QTY	COST	TOTAL
Proposal to do a one time clean up around pond 2 that is severely overgrown due to construction causing an inability to access the pond.			
All work includes, clean-up, removal, and disposal of debris generated during the course of work.			
Clean-up	1	1,049.90	1,049.90

**TERMS AND CONDITIONS:**

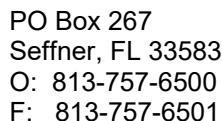
<b>TOTAL</b>	<b>\$1,049.90</b>
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LMP reserves the right to withdraw this proposal if not accepted within 21 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material. LMP cannot warranty against Acts of God, including cold weather events & natural disasters. Also, no warranty will be provided on any material that has been transplanted from another part of the property.

OWNER / AGENT

DATE \_\_\_\_\_



## Submitted To:

Panther Trails CDD  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Date	8/11/2023
Estimate #	85139
LMP REPRESENTATIVE	
PM	
PO #	
Work Order #	

DESCRIPTION	QTY	COST	TOTAL
Proposal approved as NTE \$5,000 on 8/10/23... Fill in blank spaces on either side of median, entry monument on Symmes/Ekker per Jennifer. All work includes, clean-up, removal, and disposal of debris generated during the course of work. Note: Irrigation modifications necessary will be invoiced separately as 'time and materials'			
Blue Daze 'Blew My Mind' 1g	14	16.45	230.30
Mulch - Pine Bark Bag	4	17.15	68.60

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$298.90</b>
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LMP reserves the right to withdraw this proposal if not accepted within 21 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

**ACCEPTANCE OF PROPOSAL:** The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material. LMP cannot warranty against Acts of God, including cold weather events & natural disasters. Also, no warranty will be provided on any material that has been transplanted from another part of the property.

OWNER / AGENT

DATE \_\_\_\_\_



PO Box 267  
Seffner, FL 33583  
O: 813-757-6500  
F: 813-757-6501

## Estimate

## Submitted To:

Panther Trails CDD  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Date	8/22/2023
Estimate #	85272
LMP REPRESENTATIVE	
ETB	
PO #	
Work Order #	

DESCRIPTION	QTY	COST	TOTAL
Prune Trees in the right of ways of the community over roadways to meet DOT Standards of 15ft. Includes trees in CDD common areas only. Includes debris removal. Ekker141/Tan Hollow3/Ferry Beach4			
Tree Trim/ Prune	148	33.25	4,921.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$4,921.00</b>
--------------	-------------------

LMP reserves the right to withdraw this proposal if not accepted within 21 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material. LMP cannot warranty against Acts of God, including cold weather events & natural disasters. Also, no warranty will be provided on any material that has been transplanted from another part of the property.

OWNER / AGENT

DATE \_\_\_\_\_

PO Box 267  
Seffner, FL 33583  
O: 813-757-6500  
F: 813-757-6501

## Estimate

## Submitted To:

Panther Trails CDD  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Date	9/25/2023
Estimate #	85802
LMP REPRESENTATIVE	
ETB	
PO #	
Work Order #	

DESCRIPTION	QTY	COST	TOTAL
Remove boots from 6 Palms at the clubhouse for Holiday light install. Includes debris removal.			
Palm Pruning	6	35.00	210.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$210.00</b>
--------------	-----------------

LMP reserves the right to withdraw this proposal if not accepted within 21 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

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OWNER / AGENT

DATE \_\_\_\_\_

## Tab 6



June 8, 2023

Stantec visited Panther Trails CDD on June 8th, 2023 to review ponds associated with SWFWMD Operation and Maintenance permit 13830.007 due for renewal. Some of the items reviewed during in our inspection include, ensuring drainage structures are free of defects and functioning as intended, pond banks are graded correctly and do not have erosion present, and vegetation both within the ponds and beyond the top of bank do not inhibit the functionality of the overall pond system. We have provided location maps and photographic documentation below with recommendations for repairs, to ensure the ponds continue to function as designed.

Frank Nolte

District Engineer

Stantec

Frank.Nolte@Stantec.com

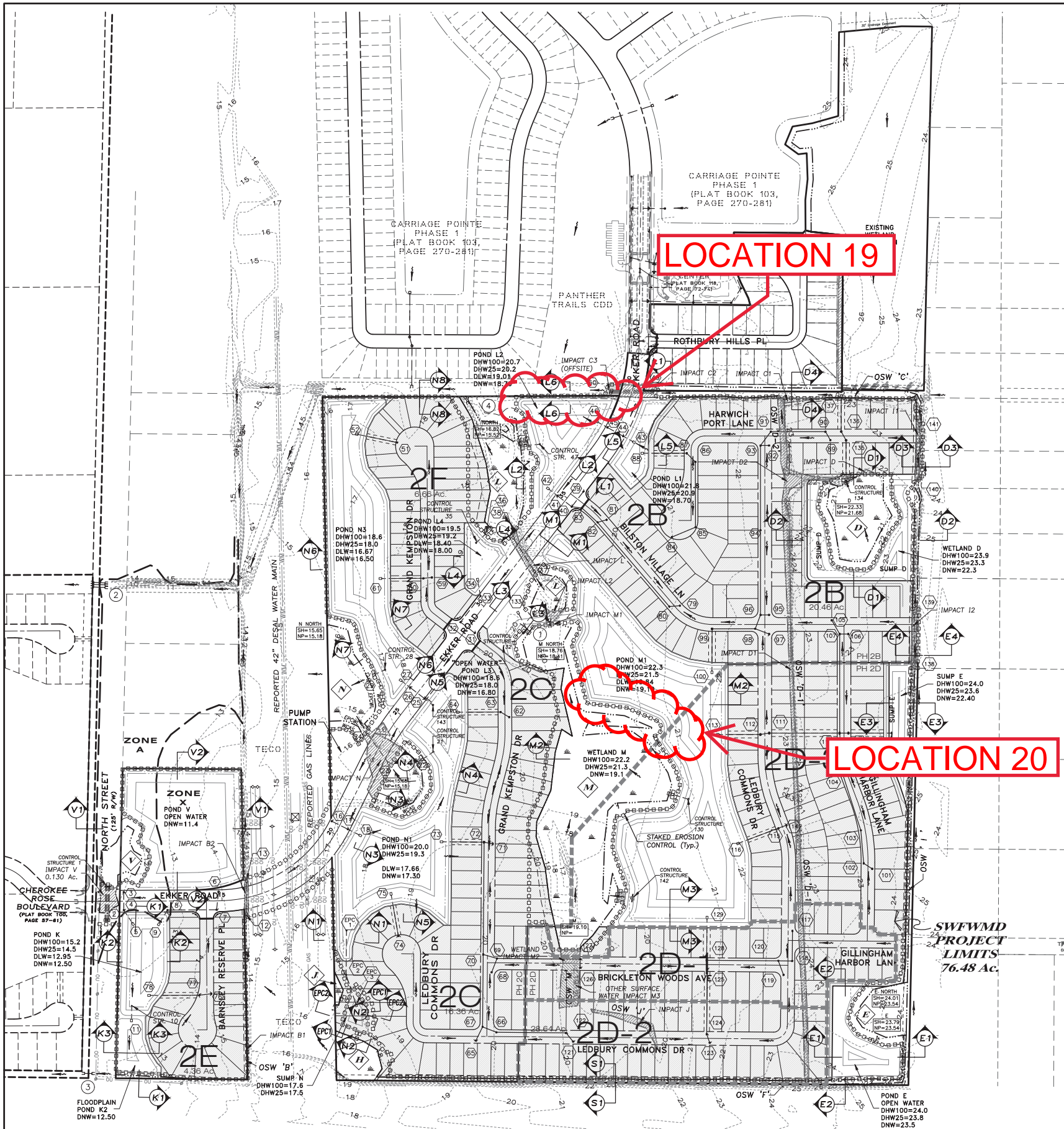


**Location 19:** Invasive vegetation growing onto pond berm. Remove approximately 5'x250' of vegetation to prevent turf deterioration/erosion.

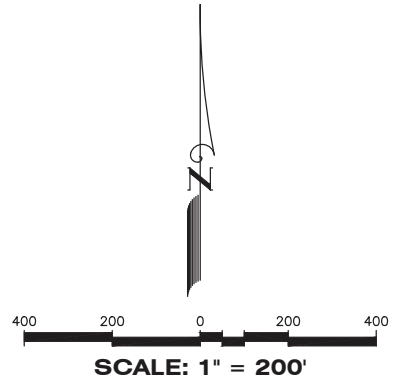


**Location 20:** Invasive vegetation growing onto pond berm. Remove approximately 5'x250' of vegetation to prevent turf deterioration/erosion.





LEGEND	
EXISTING	PROPOSED
STORM DRAINAGE STRUCTURE	
STRUCTURE NO.	
SPOT ELEVATION	
CONTOUR	
FINISHED FLOOR ELEVATION	
DIRECTION OF SURFACE FLOW	
UNDERDRAIN WITH CLEANOUT	
STAKED EROSION CONTROL	
SOIL BORING LOCATION	
MAJOR DRAINAGE AREA ACREAGE	
MINOR DRAINAGE AREA ACREAGE	
MINOR DRAINAGE AREA	
EPC WETLAND LINE	
WETLAND CONSERVATION AREA	
HYDROPERIOD I.D.	
SEASONAL HIGH POOL ELEVATION	
NORMAL POOL ELEVATION	
SWFWMD PROJECT LIMITS	

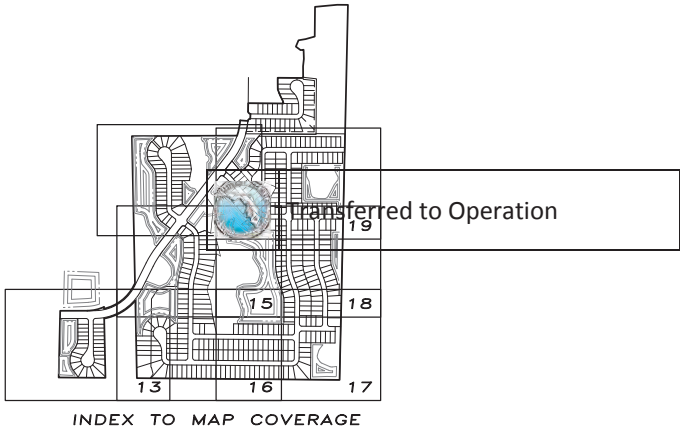


APRIL 2016 REVISION IS ONLY TO SUB-PHASE THE PREVIOUSLY APPROVED PHASE 2D

THE MASS-GRADE & FILL PLACEMENT, POND EXCAVATION, WETLAND IMPACTS, AND CONTROL STRUCTURE CONSTRUCTION FOR THIS PROJECT IS PROPOSED WITH THE "CARRIAGE POINTE SOUTH, EKKER ROAD EXTENSION" CONSTRUCTION PLANS BY CLEARVIEW LAND DESIGN. REFER TO SWFWMD ERP APPLICATION No. 683621.

NO WETLANDS OR WETLAND IMPACTS WITHIN PROJECT LIMITS

LOCATION 20



- NOTES:
1. Elevations Refer to the National Geodetic Vertical Datum of 1929 (NGVD29).
  2. The site appears to lie within Flood Zones "X" and "A" according to Federal Emergency Management Agency (FEMA) - Flood Insurance Rate Map (FIRM) Community-Panel No. 120112 0503 H (Map Number 12057C0503H), effective August 28, 2008. Base Flood Elevation 13.9 NGVD29 (13.0 NAVD88).

SUMMARY OF EXISTING DRAINAGE STRUCTURES

- |  |   |   |   |
|--|---|---|---|
| 1 38x60" RCP<br>S. Inv. 16.74<br>N. Inv. 16.42 | 2 3-38x60" RCP<br>E. Inv. 10.05<br>E. Inv. 9.58<br>W. Inv. 8.98<br>W. Inv. 8.91<br>W. Inv. 8.96 | 3 36" RCP<br>E. Inv. 9.49<br>W. Inv. 9.67 | 4 36" CMP<br>S. Inv. 15.52<br>N. Inv. 15.86 |
|--|---|---|---|

HIGH-PRESSURE GAS MAIN IN CONSTRUCTION AREA

Clearview LAND DESIGN, P.L.		MASTER DRAINAGE PLAN	
Engineering Business C.A. No.: 28858 1213 E. 6th Avenue, Tampa, Florida 33605 Office: 813-223-3919 Fax: 813-223-3975		CARRIAGE POINTE SOUTH PHASE 2B-2F	
This item has been digitally signed and sealed by TOXEY A. HALL, P.E. NO. 37278 on 5/2/18 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.		CARRIAGE POINTE PARTNERS, LLC	
DATE: 03-14-16 11-27-13 10-21-13		DATE: 07-12-2013	
DESCRIPTION: UPDATE PHASING 2D CS-1 SUMP NSTR 87-88 WETLAND V; PROJECT LIMITS		FILE: MD	
BY: DNS MFS MFS		SHEET 5 OF 58 SHEETS	



CARRIAGE POINTE PHASE 1  
(PLAT BOOK 103, PAGE 270-281)

Location 19

LEGEND

- EPCWL — EPC WETLAND LINE  
— WCAS — WETLAND CONS. AREA SETBACK  
X 12" EXISTING TREE TO BE REMOVED  
Grand Tree GRAND TREE  
— FEMA FLOOD ZONE BOUNDARY

- EXISTING PROPOSED  
10 10 STORM DRAINAGE STRUCTURE  
STRUCTURE NO.  
21.00 OR 21.00 SPOT ELEVATION  
19 19 CONTOUR  
FF=24.00 FINISH FLOOR ELEVATION  
DIRECTION OF SURFACE FLOW  
UNDERDRAIN WITH CLEANOUT  
STAKED EROSION CONTROL  
FLOATING TURBIDITY BARRIER  
AB# SOIL BORING LOCATION

- FF=24.70 FINISH FLOOR ELEV.  
LOT 15 LOT NUMBER  
PAD=24.0 PAD ELEVATION  
TYPE B LOT GRADING TYPE

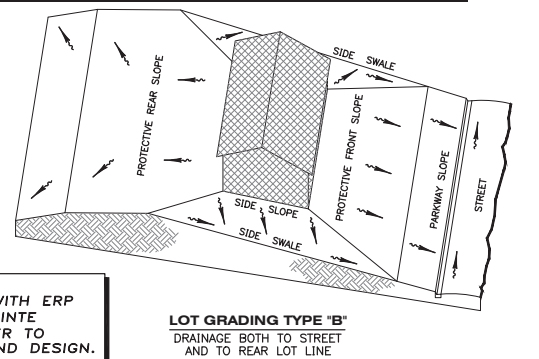
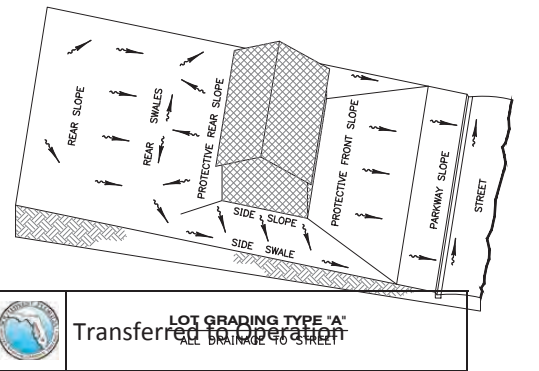
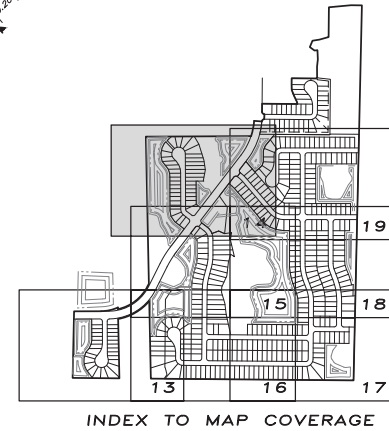
SCALE: 1" = 50'

NEIGHBORHOOD GRADING PLAN NOTES:

1. Pad grades shown are minimum grades. Elevations of adjoining lots, existing trees, and other field conditions may warrant leaving lots which are higher in their natural state. The Contractor should consult with the Developer/Builder and the Engineer prior to grading activities when these conditions exist.
2. Pad elevations denote finish ground elevation at perimeter of building.
3. All lots require processing per FEMA Data Sheet No. 79-G if FEMA financing is to be provided. Similar testing is recommended as a quality control program in the absence of FEMA required testing.
4. For all lots abutting wetlands, no grading shall take place beyond the erosion control line unless specifically shown on the approved construction plans.
5. Side-yard swales shall be constructed simultaneously with house construction. During the site grading activities, the sitework contractor shall grade the side-yards to an elevation no lower than 0.2 ft. below the adjoining house pad grades.
6. For Type "A" lot grading receiving runoff from abutting Type "B" lots, all runoff shall be directed to side yard swales.
7. For Type "A" lot grading, the builder shall make every practical effort to direct roof runoff to the side-yard swales unless directed otherwise by the Engineer of Record. For Type "B" lot grading not abutting detention facilities, the builder shall make every practical effort to direct roof runoff to the side yard swales unless otherwise directed by the Engineer of Record.
8. Minimum side yard swale slopes shall be 1.0%.
9. The minimum house pad size = 40' x 75'.

FLOOD MAP INFORMATION:

10. Elevations Refer to the National Geodetic Vertical Datum of 1929 (NGVD29).
11. The site appears to lie within Flood Zones "X" and "A" according to Federal Emergency Management Agency (FEMA) - Flood Insurance Rate Map (FIRM) Community-Panel No. 120112 0503 H (Map Number 12057C0503H), effective August 28, 2008. Base Flood Elevation 13.9 NGVD29 (13.0 NAVD88).



RECORD DATA  
PROVIDED BY  
GEOPOINT  
SURVEYING,  
INC.

RECORD DRAWING LEGEND

- 42.00- PROPOSED/DESIGN ELEVATION OR  
42.07 DIMENSION LINED THROUGH,  
"RECORD" ELEVATION OR  
DIMENSION WRITTEN IN.  
INDICATES RECORD ELEVATION  
INDICATES "RECORD" ELEVATION,  
DIMENSION, SLOPE, et cetera.  
INDICATES "RECORD" ITEM NUMBER  
INDICATES "RECORD" ITEM DESCRIPTION

CARRIAGE POINTE SOUTH -  
"PHASE 2B - 2F"  
"SWFWM RECORD DRAWINGS"

FACILITIES SHOWN HEREON HAVE BEEN, TO THE BEST OF MY KNOWLEDGE, CONSTRUCTED IN SUBSTANTIAL ACCORDANCE WITH APPROVED PLANS, SPECIFICATIONS AND MODIFICATIONS FOR THIS PROJECT. VERIFICATION IS BASED ON PERIODIC CONSTRUCTION OBSERVATION AND SURVEY NOTATIONS SHOWN ON PLANS. SURVEYED DIMENSIONS AND ELEVATIONS SHOWN AS RECORD INFORMATION HAVE BEEN FIELD VERIFIED.

LAST DATE OF FIELD SURVEY: 04/04/2018

NOTE:  
ALL WETLAND IMPACTS ARE PROPOSED WITH ERP APPLICATION NO. 683621, "CARRIAGE POINTE SOUTH, EKKER ROAD EXTENSION". REFER TO CONSTRUCTION PLANS BY CLEARVIEW LAND DESIGN.

09-01-15 11-27-13 11-06-13 10-21-13		ADDED RECORD INFORMATION TO SHEETS 6, 7, 13-18, 39-42, 45-47, & 49 EXPAND MAP COVERAGE CS 28	KM MFS MFS	TOXEY A. HALL P.E. NO. 37278 FLORIDA PROFESSIONAL ENGINEER	Clearview LAND DESIGN, P.L. Engineering Business C.A. No. 28858 1213 E. 6th Avenue, Tampa, Florida 33605 Office: 813-223-3919 Fax: 813-223-3975 This item has been digitally signed and sealed by TOXEY A. HALL, P.E. NO. 37278 on 5/2/18 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.	JOB NO. EPG-CP-012 DESIGN SMIRCH DRAWN MIDDLETON DATE 12-12-2013 FILE NG2	NEIGHBORHOOD GRADING PLAN CARRIAGE POINTE SOUTH PHASE 2B-2F CARRIAGE POINTE PARTNERS, LLC Elevations based on National Geodetic Vertical Datum 1929 (NGVD 29) Conversion from NGVD 29 to NAVD 88 = -0.90 Feet
DATE		DESCRIPTION	BY				



SEE SHEET 19

RECORD DATA  
PROVIDED BY  
GEOPPOINT  
SURVEYING,  
INC.

RECORD DRAWING LEGEND	
42.00 42.07	PROPOSED/DESIGN ELEVATION OR DIMENSION LINED THROUGH, "RECORD" ELEVATION OR DIMENSION WRITTEN IN.
x 54.8	INDICATES RECORD ELEVATION
✓	INDICATES "RECORD" ELEVATION, DIMENSION, SLOPE, et cetera.
100 (2-20)	INDICATES "RECORD" ITEM NUMBER INDICATES "RECORD" ITEM DESCRIPTION

CARRIAGE POINTE SOUTH -  
"PHASE 2B - 2F"  
"SWFWM RECORD DRAWINGS"

FACILITIES SHOWN HEREON HAVE BEEN, TO THE BEST OF MY KNOWLEDGE, CONSTRUCTED IN SUBSTANTIAL ACCORDANCE WITH APPROVED PLANS, SPECIFICATIONS AND MODIFICATIONS FOR THIS PROJECT. VERIFICATION IS BASED ON PERIODIC CONSTRUCTION OBSERVATION AND SURVEY NOTATIONS SHOWN ON PLANS. SURVEYED DIMENSIONS AND ELEVATIONS SHOWN AS RECORD INFORMATION HAVE BEEN FIELD VERIFIED.

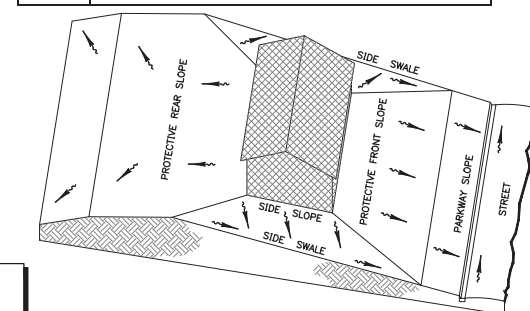
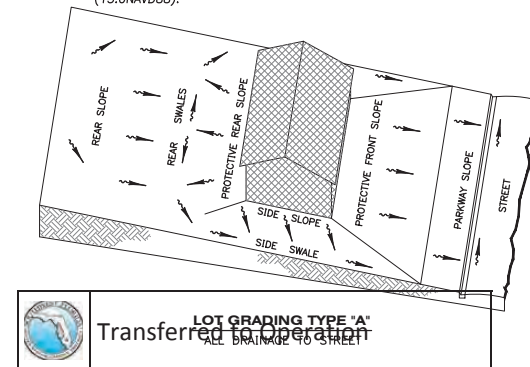
LAST DATE OF FIELD SURVEY: 04/04/2018

## NEIGHBORHOOD GRADING PLAN NOTES:

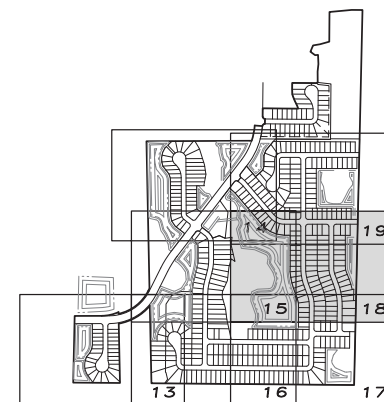
- Pad grades shown are minimum grades. Elevations of adjoining lots, existing trees, and other field conditions may warrant leaving lots which are higher in their natural state. The Contractor should consult with the Developer/Builder and the Engineer prior to grading activities when these conditions exist. Pad elevations denote finish ground elevation at perimeter of building.
- All lots require processing per FEMA Data Sheet No. 79-G if FEMA financing is to be provided. Similar testing is recommended as a quality control program in the absence of FEMA required testing. For all lots abutting wetlands, no grading shall take place beyond the erosion control line unless specifically shown on the approved construction plans.
- Side-yard swales shall be constructed simultaneously with house construction. During the site grading activities, the siteowner/contractor shall grade the side-yards to an elevation no lower than 0.2 ft. below the adjoining house pad grades.
- For Type "A" lot grading receiving runoff from abutting Type "B" lots, all runoff shall be directed to side yard swales.
- For Type "A" lot grading, the builder shall make every practical effort to direct roof runoff to the side-yard swales unless directed otherwise by the Engineer of Record. For Type "B" lot grading not abutting detention facilities, the builder shall make every practical effort to direct roof runoff to the side yard swales unless otherwise directed by the Engineer of Record.
- Minimum side yard swale slopes shall be 1.0%.
- The minimum house pad size = 40' x 75'.

## FLOOD MAP INFORMATION:

- Elevations Refer to the National Geodetic Vertical Datum of 1929 (NGVD29).
- The site appears to lie within Flood Zones "X" and "A" according to Federal Emergency Management Agency (FEMA) - Flood Insurance Rate Map (FIRM) Community-Panel No. 120112 0503 H (Map Number 12057C0503H), effective August 28, 2008. Base Flood Elevation 13.9 NGVD29 (13.0NAVD88).

LOT GRADING TYPE "B"  
DRAINAGE BOTH TO STREET  
AND TO REAR LOT LINE

LEGEND	
---EPCWL---	EPC WETLAND LINE
---WCAS---	WETLAND CONS. AREA SETBACK
x 12"	EXISTING TREE TO BE REMOVED
Grand Tree	GRAND TREE
---	FEMA FLOOD ZONE BOUNDARY
EXISTING	PROPOSED
10	10
x 19.0	OR 21000
19	19
FF=24.00	FINISH FLOOR ELEVATION
UD=UDCO	DIRECTION OF SURFACE FLOW
UD=UDCO	UNDERDRAIN WITH CLEANOUT
□□□□□□□□	STAKED EROSION CONTROL
□□□□□□□□	FLOATING TURBIDITY BARRIER
AB#	SOIL BORING LOCATION
FF=24.70	FINISH FLOOR ELEV.
LOT 15	LOT NUMBER
PAD=24.0	PAD ELEVATION
TYPE B	LOT GRADING TYPE



INDEX TO MAP COVERAGE

NOTE:  
ALL WETLAND IMPACTS ARE PROPOSED WITH ERP APPLICATION No. 683621, "CARRIAGE POINTE SOUTH, EKKER ROAD EXTENSION". REFER TO CONSTRUCTION PLANS BY CLEARVIEW LAND DESIGN.

DATE	DESCRIPTION	BY
09-01-15	ADDED RECORD INFORMATION TO SHEETS 6, 7, 13-18, 39-42, 45-47, & 49	KM
11-06-13	REVISE LOT GRADING	MFS
10-21-13	REVISE LOT GRADING	MFS

**Clearview**  
LAND DESIGN, P.L.  
Engineering Business C.A. No. 28858  
1213 E. 6th Avenue, Tampa, Florida 33605  
Office: 813-223-3919 Fax: 813-223-3975  
This item has been digitally signed and sealed by TOXEY A. HALL, P.E. NO. 37278 on 5/2/18 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.  
DATE: 5/2/18  
FILE: NG6  
TOXEY A. HALL, P.E. NO. 37278  
FLORIDA PROFESSIONAL ENGINEER

NEIGHBORHOOD GRADING PLAN	
JOB NO. EPG-CP-012	<b>CARRIAGE POINTE SOUTH</b>
DESIGN SMIRCH	<b>PHASE 2B-2F</b>
DRAWN MIDDLETON	<b>CARRIAGE POINTE PARTNERS, LLC</b>
DATE 07-12-2013	Elevations based on National Geodetic Vertical Datum 1929 (NGVD 29) Conversion from NGVD 29 to NAVD 88 = -0.90 Feet
FILE NG6	<b>SHEET 18 OF 58 SHEETS</b>

SEE SHEET 17

# Clear Cut Heavy Brush Mulching

2105 North Jamaica Street  
Tampa, Florida 33607  
8136832988  
clearcutmulching@gmail.com | www.heavybrushmulching.com



**RECIPIENT:**

**Frank Nolte**  
12750 Citrus Park Lane  
Suite 115  
Tampa, FL 33625

Phone: (727) 608-7766

**SERVICE ADDRESS:**

11796 Ekker Road  
Gibson, Florida 33534

Estimate #582	
Sent on	10/03/2023
Total	\$1,500.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Forestry Mulching	- Use CAT 299D3 Skid Steer w/FECON Forestry Mulcher attachment to mulch all overgrowth vegetation 5' back along the two pond berms. Location #19 & #20. Totaling approximately 500 linear feet.	1	\$1,500.00	\$1,500.00

Total	\$1,500.00
-------	------------

Thank you for your consideration and we look forward to completing this project beyond your expectations! Please note this quote is valid for the next 30 days.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Tab 7

## Monthly Manager's Report



### **Rizzetta & Company PANTHER TRAILS CDD**

11796 Ekker Rd  
Gibson, FL 33534  
Phone: 813-644-7095

[clubhouseatcarriagepointe@gmail.com](mailto:clubhouseatcarriagepointe@gmail.com)

### **Operations/Maintenance Updates September 30, 2023**

- We currently have 1440 registered cards.
- We currently have 378 registered Phase 1
- We currently have 404 registered Phase 2
- Cleaning up litter throughout the community
- The pool company has been servicing the pool 3 times a week.
- Keeping record of cameras working.

### **Projects completed and to Be Completed** **Operations/Maintenance Update**

Informed Aqua Sentry of spot in pool, got estimate waiting on approval for repair and to schedule repair.

Aqua Sentry treated the pool for black and green algae. Had to retreat again.

We will be ordering new benches in October.

Getting quote to pressure wash clubhouse, fence, and sidewalks for beginning of November

Getting proposals for Holiday lighting to be installed the week before Thanksgiving.

LMP sent proposal for cleaning up boots of palms at the clubhouse for holiday lighting.

LMP trimmed trees along Ekker Rd South of the clubhouse.

Received 2 proposals for holiday lighting, waiting to get a third one.



Rizzetta & Company



**Facilities Usage**

**Facility usage**

**March Payment Log**

Item	Quantity	Amount
Key Fob	4	\$100.00
Returned fee		
Rental Deposits		
Rental Fees	3	\$450.00
Special event fees		
Chair rentals	3	\$600.00

**Upcoming Events**

**EVERY OTHER THURSDAY FOOD TRUCK  
TRUCK OR TREAT FOR OCTOBER  
CHRISTMAS CARRIAGE RIDE IN DECEMBER**



Rizzetta & Company

**PANTHER TRAILS CDD CLUBHOUSE MONEY RECIEVED**

DATE	NAME	DESCRIPTION (Access card or event with date)	CC AMOUNT	REFUND ISSUED	DATE REFUNDED
8/11/2023	FRANCISCO DE ANGEL	CHAVARI CHAIR RENTAL 8/12/2023	\$200.00		
8/11/2023	FRANCISCO DE ANGEL	ROOM RENTAL FEE 8/12/2023	\$150.00		
8/16/2023	SANDY GOSWICK	ROOM RENTAL FEE 9/23/2023	\$150.00		
8/19/2023	KHADIYA JONES	NEW ACCESS CARD 5023	\$25.00		
8/21/2023	LEYDA HERNANDEZ	CHAIR RENTAL FEE 10/07/23	\$200.00		
8/21/2023	LEYDA HERNANDEZ	ROOM RENTAL FEE 10/07/2023	\$150.00		

## Tab 8



Rizzetta & Company

#### UPCOMING DATES TO REMEMBER

- **Next Meeting:** TBD @ 5:30pm.
- **Series 2015 Bonds Eligible for Refunding:** November 2027
- **Series 2016 Bonds Eligible for Refunding:** Maturity date locked at 2036.
- **Series 2018 Bonds Eligible for Refunding:** May 2029

## District Manager's Report

October 12

# 2023

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#### FINANCIAL SUMMARY

8/31/2023

General Fund Cash & Investment Balance:

\$97,837

Reserve Fund Cash & Investment Balance:

\$173,709

Debt Service Fund Investment Balance:

\$1,015,273

**Total Cash and Investment Balances:**

\$1,286,819

**General Fund Expense Variance:      \$187,477      Over Budget**

\*Budget overage due in part to projects completed  
with donated HOA funds \$119k

## Tab 9





Rizzetta & Company

# **Panther Trails Community Development District**

---

**Financial Statements  
(Unaudited)**

**August 31, 2023**

**Prepared by: Rizzetta & Company, Inc.**

[panthertrailscdd.org](http://panthertrailscdd.org)  
[rizzetta.com](http://rizzetta.com)

**Panther Trails Community Development District**

Balance Sheet

As of 08/31/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
<b>Assets</b>						
Cash In Bank	25,471	0	594	26,065	0	0
Investments	72,366	173,709	1,015,273	1,261,348	0	0
Accounts Receivable	45,943	0	27,533	73,475	0	0
Allowance for Uncollectible Accounts	(45,543)	0	(27,533)	(73,075)	0	0
Prepaid Expenses	3,637	0	0	3,637	0	0
Refundable Deposits	24,408	0	0	24,407	0	0
Fixed Assets	0	0	0	0	10,700,839	0
Amount Available in Debt Service	0	0	0	0	0	1,015,867
Amount To Be Provided Debt Service	0	0	0	0	0	8,144,133
<b>Total Assets</b>	<b>126,282</b>	<b>173,709</b>	<b>1,015,867</b>	<b>1,315,857</b>	<b>10,700,839</b>	<b>9,160,000</b>
<b>Liabilities</b>						
Accounts Payable	17,187	0	0	17,187	0	0
Accrued Expenses	12,324	0	0	12,324	0	0
Other Current Liabilities	66	0	0	66	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	9,160,000
Deposits Payable	400	0	0	400	0	0
<b>Total Liabilities</b>	<b>29,976</b>	<b>0</b>	<b>0</b>	<b>29,976</b>	<b>0</b>	<b>9,160,000</b>
<b>Fund Equity &amp; Other Credits</b>						
Beginning Fund Balance	90,617	149,424	996,450	1,236,491	2,880,545	0
Investment In General Fixed Assets	0	0	0	0	7,820,294	0
Net Change in Fund Balance	5,688	24,285	19,417	49,390	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>96,305</b>	<b>173,709</b>	<b>1,015,867</b>	<b>1,285,881</b>	<b>10,700,839</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>126,282</b>	<b>173,709</b>	<b>1,015,867</b>	<b>1,315,857</b>	<b>10,700,839</b>	<b>9,160,000</b>

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	900	(900)
Special Assessments				
Tax Roll	744,460	744,460	752,554	(8,094)
Other Misc. Revenues				
Insurance Proceeds	0	0	3,000	(3,000)
Miscellaneous Revenue	0	0	122,135	(122,135)
<b>Total Revenues</b>	<b>744,460</b>	<b>744,460</b>	<b>878,589</b>	<b>(134,129)</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	7,000	6,417	5,000	1,416
<b>Total Legislative</b>	<b>7,000</b>	<b>6,417</b>	<b>5,000</b>	<b>1,416</b>
Financial & Administrative				
Administrative Services	5,200	4,766	4,767	0
District Management	25,444	23,324	23,323	0
District Engineer	7,500	6,875	20,729	(13,853)
Disclosure Report	6,000	6,000	6,000	0
Trustees Fees	10,000	8,700	12,817	(4,117)
Assessment Roll	5,200	5,200	5,200	0
Financial & Revenue Collections	5,200	4,767	4,767	0
Accounting Services	18,720	17,160	17,160	0
Auditing Services	4,000	4,000	3,600	400
Arbitrage Rebate Calculation	500	458	500	(42)
Public Officials Liability Insurance	3,730	3,730	3,341	389
Legal Advertising	3,000	2,750	2,022	728
Bank Fees	400	367	419	(52)
Dues, Licenses & Fees	175	175	658	(483)
Miscellaneous Fees	500	458	725	(266)
Website Hosting, Maintenance, Backup & Email	2,738	2,638	3,635	(998)
<b>Total Financial &amp; Administrative</b>	<b>98,307</b>	<b>91,368</b>	<b>109,662</b>	<b>(18,294)</b>
Legal Counsel				
District Counsel	5,000	4,583	2,743	1,841
<b>Total Legal Counsel</b>	<b>5,000</b>	<b>4,583</b>	<b>2,743</b>	<b>1,841</b>
Electric Utility Services				
Utility Services	3,000	2,750	2,860	(110)
Utility - Recreation Facilities	15,000	13,750	13,196	554

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Utility - Street Lights	110,000	100,833	128,986	(28,153)
Total Electric Utility Services	128,000	117,334	145,042	(27,709)
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	3,000	2,750	4,802	(2,052)
Total Garbage/Solid Waste Control Services	3,000	2,750	4,802	(2,052)
Water-Sewer Combination Services				
Utility Services	3,500	3,208	4,246	(1,038)
Total Water-Sewer Combination Services	3,500	3,208	4,246	(1,038)
Stormwater Control				
Aquatic Maintenance	17,996	16,497	16,886	(389)
Lake/Pond Bank Maintenance & Repair	500	458	0	458
Wetland Monitoring & Maintenance	500	458	0	459
Aquatic Plant Replacement	500	459	0	458
Stormwater System Maintenance	10,500	9,625	0	9,625
Total Stormwater Control	29,996	27,497	16,886	10,611
Other Physical Environment				
Property Insurance	12,564	12,564	12,030	534
General Liability Insurance	4,408	4,408	3,948	460
Landscape Maintenance	142,000	130,167	155,718	(25,551)
Irrigation Maintenance & Repair	5,000	4,583	3,705	879
Ornamental Lighting & Maintenance	500	458	293	165
Pressure Washing	5,000	4,584	0	4,584
Fountain Service Repair & Maintenance	1,000	916	68	848
Landscape Replacement Plants, Shrubs, Trees	6,500	5,959	2,025	3,934
Field Services	8,400	7,700	7,700	0
Fire Ant Treatment	500	458	0	458
Holiday Decorations	3,000	3,000	2,450	550
Landscape - Mulch	9,000	8,250	9,480	(1,230)
Total Other Physical Environment	197,872	183,047	197,416	(14,369)
Road & Street Facilities				
Parking Lot Repair & Maintenance	500	458	0	459
Street Sign Repair & Replacement	500	459	0	458
Total Road & Street Facilities	1,000	917	0	917
Parks & Recreation				
Management Contract	178,270	163,414	152,927	10,487
Telephone, Internet, Cable	4,000	3,666	6,199	(2,533)
Pool Permits	275	275	0	275

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Pest Control	828	759	1,216	(457)
Furniture Repair & Replacement	1,000	917	2,354	(1,437)
Facility A/C & Heating Maintenance & Repair	7,772	7,124	10,290	(3,166)
Pool Service Contract	23,940	21,945	22,631	(686)
Playground Equipment & Maintenance	1,500	1,375	600	775
Maintenance & Repairs	10,000	9,167	8,096	1,070
Holiday Decorations	750	750	0	750
Clubhouse Janitorial Services	16,250	14,896	13,500	1,396
Computer Support, Maintenance & Repair	500	458	0	458
Security System Monitoring Services & Maintenance	4,000	3,667	5,111	(1,445)
Pool Repair & Maintenance	2,000	1,833	7,298	(5,464)
Clubhouse Miscellaneous Expense	2,000	1,834	2,435	(602)
Tennis/Athletic Court/Park Maintenance & Supplies	1,000	916	97	820
Dog Waste Station Supplies & Maintenance	3,200	2,934	2,379	555
Fitness Equipment Maintenance & Repair	2,000	1,833	18,041	(16,208)
Office Supplies	1,500	1,375	466	909
Capital Projects	0	0	40,049	(40,049)
Total Parks & Recreation	260,785	239,138	293,689	(54,551)
Special Events				
Special Events	5,000	4,583	4,327	257
Total Special Events	5,000	4,583	4,327	257
Contingency				
Miscellaneous Contingency	5,000	4,584	89,089	(84,506)
Total Contingency	5,000	4,584	89,089	(84,506)
Total Expenditures	744,460	685,425	872,901	(187,477)
Total Excess of Revenues Over(Under) Expenditures	0	59,035	5,688	53,347
Fund Balance, Beginning of Period	0	0	90,617	(90,617)
Total Fund Balance, End of Period	0	59,035	96,305	(37,270)

See Notes to Unaudited Financial Statements



**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	2,985	(2,985)
Special Assessments				
Tax Roll	85,900	85,900	85,900	0
Total Revenues	<u>85,900</u>	<u>85,900</u>	<u>88,885</u>	<u>(2,985)</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	85,900	85,900	64,600	21,300
Total Contingency	<u>85,900</u>	<u>85,900</u>	<u>64,600</u>	<u>21,300</u>
Total Expenditures	<u>85,900</u>	<u>85,900</u>	<u>64,600</u>	<u>21,300</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>24,285</u>	<u>(24,285)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>149,424</u>	<u>(149,424)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>173,709</u>	<u>(173,709)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	6,449	(6,449)
Special Assessments				
Tax Roll	227,841	227,841	229,368	(1,527)
Total Revenues	<u>227,841</u>	<u>227,841</u>	<u>235,817</u>	<u>(7,976)</u>
<b>Expenditures</b>				
Debt Service				
Interest	82,841	82,841	80,960	1,881
Principal	145,000	145,000	155,000	(10,000)
Total Debt Service	<u>227,841</u>	<u>227,841</u>	<u>235,960</u>	<u>(8,119)</u>
Total Expenditures	<u>227,841</u>	<u>227,841</u>	<u>235,960</u>	<u>(8,119)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>(143)</u>	<u>143</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>171,969</u>	<u>(171,969)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>171,826</u>	<u>(171,826)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	3,077	(3,077)
Special Assessments				
Tax Roll	176,292	176,292	177,788	(1,496)
Total Revenues	<u>176,292</u>	<u>176,292</u>	<u>180,865</u>	<u>(4,573)</u>
<b>Expenditures</b>				
Debt Service				
Interest	96,292	96,292	96,394	(101)
Principal	80,000	80,000	80,000	0
Total Debt Service	<u>176,292</u>	<u>176,292</u>	<u>176,394</u>	<u>(101)</u>
Total Expenditures	<u>176,292</u>	<u>176,292</u>	<u>176,394</u>	<u>(101)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>4,471</u>	<u>(4,471)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>199,115</u>	<u>(199,115)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>203,586</u>	<u>(203,586)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	8,801	(8,801)
Special Assessments				
Tax Roll	361,149	361,149	364,662	(3,513)
Total Revenues	<u>361,149</u>	<u>361,149</u>	<u>373,463</u>	<u>(12,314)</u>
<b>Expenditures</b>				
Debt Service				
Interest	261,149	261,149	258,375	2,774
Principal	100,000	100,000	100,000	0
Total Debt Service	<u>361,149</u>	<u>361,149</u>	<u>358,375</u>	<u>2,774</u>
Total Expenditures	<u>361,149</u>	<u>361,149</u>	<u>358,375</u>	<u>2,774</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>15,088</u>	<u>(15,088)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>625,367</u>	<u>(625,367)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>640,455</u>	<u>(640,455)</u>

**Panther Trails CDD  
Investment Summary  
August 31, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of August 31, 2023</u>
The Bank of Tampa	Money Market Account	\$ 3,526
Truist Bank	Money Market Account	535
The Bank of Tampa ICS Operating Pacific Western Bank	Money Market Account	68,305
<b>Total General Fund Investments</b>		<b>\$ 72,366</b>
The Bank of Tampa ICS Reserve: Pacific Western Bank	Money Market Account	\$ 173,709
<b>Total Reserve Fund Investments</b>		<b>\$ 173,709</b>
US Bank Series 2015 Reserve	US Bank Money Market	\$ 361,150
US Bank Series 2015 Revenue	US Bank Money Market	278,978
US Bank Series 2015 Prepayment	US Bank Money Market	46
US Bank Series 2018 Reserve A-1	US Bank Money Market	63,221
US Bank Series 2018 Reserve A-2	US Bank Money Market	26,349
US Bank Series 2018 Revenue	US Bank Money Market	111,211
US Bank Series 2018 Prepayment A-2	US Bank Money Market	2,669
Hancock Bank Series 2016 Reserve	Goldman Sachs Government Fund Class Inst 465	93,012
Hancock Bank Series 2016 Revenue	Goldman Sachs Government Fund Class Inst 465	78,544
Hancock Bank Series 2016 Interest	Goldman Sachs Government Fund Class Inst 465	16
Hancock Bank Series 2016 Sinking Fund	Goldman Sachs Government Fund Class Inst 465	57
Hancock Bank Series 2016 Prepayment	Goldman Sachs Government Fund Class Inst 465	20
<b>Total Debt Service Fund Investments</b>		<b>\$ 1,015,273</b>

**Panther Trails Community Development District**  
**Summary A/R Ledger**  
**From 08/01/2023 to 08/31/2023**

	<b>Fund_ID</b>	<b>Fund Name</b>	<b>Customer</b>	<b>Invoice Number</b>	<b>AR Account</b>	<b>Date</b>	<b>Balance Due</b>
<b>682, 2651</b>							
	682-001	682 General Fund	Carriage Pointe Homeowners Association	AR00000940	11510	05/01/2023	100.00
	682-001	682 General Fund	Carriage Pointe Homeowners Association	AR00000987	11510	06/01/2023	100.00
	682-001	682 General Fund	Carriage Pointe Homeowners Association	AR00001075	11510	08/01/2023	200.00
	682-001	682 General Fund	Hillsborough County Tax Collector	AR00000564	11510	07/31/2022	45,542.33
<b>Sum for 682, 2651</b>							<b>45,942.33</b>
<b>682, 2653</b>							
	682-200	682 Debt Service Fund S2016	Hillsborough County Tax Collector	AR00000565	11510	07/31/2022	7,764.01
<b>Sum for 682, 2653</b>							<b>7,764.01</b>
<b>682, 2654</b>							
	682-201	682 Debt Service Fund S2018	Hillsborough County Tax Collector	AR00000566	11510	07/31/2022	7,462.28
<b>Sum for 682, 2654</b>							<b>7,462.28</b>
<b>682, 2655</b>							
	682-202	682 Debt Service Fund S2015	Hillsborough County Tax Collector	AR00000567	11510	07/31/2022	12,306.73
<b>Sum for 682, 2655</b>							<b>12,306.73</b>
<b>Sum for 682</b>							<b>73,475.35</b>
<b>Sum Total</b>							<b>73,475.35</b>

See Notes to Unaudited Financial Statements



**Panther Trails Community Development District**  
**Summary A/P Ledger**  
**From 08/1/2023 to 08/31/2023**

	<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
<b>682, 2651</b>	682 General Fund	08/20/2023	ABM Building Services, LLC	18446233	A/C Maintenance Services 08/23	700.58
	682 General Fund	08/28/2023	BOCC Hillsborough County Public Utilities	6919533420 08/23	11796 Ekker Rd and Lift Station 08/23	316.35
	682 General Fund	08/24/2023	Burr & Forman, LLP	ACH 1411470	Legal Services 07/23	260.00
	682 General Fund	08/25/2023	DCSI, Inc.	31112	Camera Service Call 08/23	250.00
	682 General Fund	08/01/2023	DCSI, Inc.	30984	Alarm Monitoring Service -Quarterly Invoice 07/23	74.97
	682 General Fund	08/26/2023	Landscape Maintenance Professionals, Inc.	178325	Irrigation Repair 08/23	445.00
	682 General Fund	08/26/2023	Landscape Maintenance Professionals, Inc.	178324	Irrigation Repair 08/23	120.00
	682 General Fund	08/23/2023	Landscape Maintenance Professionals, Inc.	178271	Plant Removal & Replacement 08/23	594.00
	682 General Fund	08/23/2023	Landscape Maintenance Professionals, Inc.	178271	Plant Removal & Replacement 08/23	2,025.00
	682 General Fund	08/23/2023	Landscape Maintenance Professionals, Inc.	178269	Plant Removal & Replacement 08/23	334.50
	682 General Fund	08/31/2023	Landscape Maintenance Professionals, Inc.	178392	Fertilizer 08/23	1,570.00
	682 General Fund	08/31/2023	Landscape Maintenance Professionals, Inc.	178393	Pest Control 08/23	175.00
	682 General Fund	08/23/2023	Landscape Maintenance Professionals, Inc.	178258	Mulch 08/23	8,965.00
	682 General Fund	08/17/2023	Republic Services	0696-001125937 Au-toPay	Disposal Service 09/23	378.36
	682 General Fund	08/31/2023	Rizzetta & Company, Inc.	INV0000083318	Amenity - Cell & Mileage 08/23	115.50
	682 General Fund	08/29/2023	Stantec Consulting Services, Inc.	2125000	District Engineer 08/23	862.50
<b>Sum for 682, 2651</b>						<b>17,186.76</b>
<b>Sum for 682</b>						<b>17,186.76</b>
<b>Sum Total</b>						<b>17,186.76</b>

**Panther Trails Community Development District**  
**Notes to Unaudited Financial Statements**  
**August 31, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 08/31/23.
2. See EMMA (Electronic Municipal Market Access) at <http://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

**Summary A/R Ledger-Payment Terms**

4. Payment terms for landowner assessments are (a) defined in the FY22-23 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

## **Tab 10**

**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, August 10, 2023 at 5:30 p.m.** at the Carriage Pointe Clubhouse, located at 11796 Ekker Road, Gibsonton, FL 33534. The following is the agenda for the meeting:

Present and constituting a quorum:

Daniel Smith	<b>Board Supervisor, Chairman</b>
Jennifer Murray	<b>Board Supervisor, Vice Chairman</b>
Theresa Lovelace	<b>Board Supervisor, Assistant Secretary</b>
Gladymari Feliciano	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matt O’Nolan	<b>District Manager, Rizzetta &amp; Co.</b>
Taylor Nielsen	<b>District Manager, Rizzetta &amp; Co.</b>
Cynthia Beasley	<b>Amenities Manager, Rizzetta &amp; Co.</b>
Paula Means	<b>Representative, LMP</b>
Greg Woodcock	<b>Representative, Cardno (<i>via phone</i>)</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. O’Nolan called the meeting to order and read the roll call.

Gladymari Feliciano accepted the Oath of Office and was sworn in as an assistant secretary prior to the meeting.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board heard audience comments regarding limited parking at the Clubhouse during events.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Fiscal Year  
2023/2024 Final Budget and  
Assessments**

On a motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board approved to open the Public Hearing on Fiscal Year 2023-2024 Budget and Assessments, for the Panther Trails Community Development District.

On a motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board approved to close the Public Hearing on Fiscal Year 2023-2024 Budget and Assessments, for the Panther Trails Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06,  
Adopting the Final Budget for FY 23-  
24 and Resolution 2023-07, Levying  
O&M Assessment for FY 23-24**

On a motion by Ms. Murray, seconded by Ms. Smith, with all in favor, the Board adopted Resolution 2023-06, Adopting the Final Budget for FY 2023/2024, and Resolution 2023-07, Levying O&M Assessment for FY 23-24, for the Panther Trails Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Presentation of Monthly Maintenance Inspection Reports**

**1. Pond Report**

Mr. O'Nolan presented the Pond Report to the Board.

The Board requested that a representative from Solitude be in attendance at the CDD meetings.

It was noted that Pond 2 has an excessive amount of trash and debris along the receding waterline.

**2. Landscape Inspection Report & Proposals**

Ms. Means gave her notes on the Field Inspection Report.

**i. Consideration of LMP Proposals**

82  
83 Ms. Means presented the LMP Proposals to the Board.  
84

85  
86 On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of  
Supervisors approved LMP proposal 84198, in the amount of \$334.50, for the Panther  
Trails Community Development District.

87  
88 On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of  
Supervisors approved a NTE of \$5,000, to replace Blue Daze on both sides of the  
marquee on Ecker, for the Panther Trails Community Development District.

89  
90 On a Motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board of  
Supervisors approved LMP proposal 84526, in the amount of \$2,975.00, for the  
Panther Trails Community Development District.

91  
92 On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of  
Supervisors approved LMP proposal 85049, in the amount of \$3,937, for the Panther  
Trails Community Development District.

93  
94 The Board requested proposal # 84198, 84526 and 85049 to be  
95 performed and invoiced in October 2023.  
96

97  
98 **B. District Engineer**

99 Mr. Woodcock presented the District Engineer Report to the Board.

100 Mr. Woodcock advised the Board move forward with items 1-18 on the report.

101  
102 On a Motion by Ms. Lovelace, seconded by Ms. Murray, with all in favor, the Board of  
Supervisors approved a NTE of \$12,900 authorizing the Chair to approve the Phase  
2B-2F Maintenance, and selected vegetation cutback locations estimate from either  
Finn Outdoor or Site Masters, excluding items 19&20 on the estimate and to be  
completed and billed in October 2023, for the Panther Trails Community Development  
District.

103  
104 Items 19 and 20 are to be tabled until the October meeting.

The Board requested a proposal from LMP to remove the stumps from the new  
fencing area.



**C. Amenities Manager**

**1. Clubhouse Report**

Ms. Beasley presented her report to the Board.

The Board and Staff will review Rules and Rates changes/recommendations in October 2023 Board Meeting.

The Board directed Staff to inspect cameras daily and document and report any camera malfunctions. The Board requested a written log be established to track daily confirmation of cameras working.

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved a NTE of \$5,000 authorizing Chair to purchase qty of 3 green recycled benches to replace rusted metal ones, for the Panther Trails Community Development District.

The benches are to be purchased in October 2023. The Board requested to find out how the benches are mounted to the ground.

The Board asked staff to store the remaining two benches that are in good condition to be potentially used elsewhere.

Ms. Lovelace requested staff to monitor unauthorized parking by Grand Hampstead and Ekker.

**D. District Manager**

**1. Presentation of District Manager Report**

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved to cancel the September 14, 2023 BOS meeting, for the Panther Trails Community Development District.

Mr. O’Nolan advised the next regularly scheduled meeting will be held on October 12th, 2023 at 5:30 p.m.

Mr. O’Nolan presented the District Manager Report to the Board. The CDD is currently \$179,760 over budget.

**2. Presentation of Financial Statement**

Mr. O’Nolan presented the Financial Statement to the Board.

**SIXTH ORDER OF BUSINESS**

**BUSINESS ADMINISTRATION**

**A. Consideration of Minutes of the Board of Supervisors Meeting held on June 8, 2023 AND Operation & Maintenance Expenditures for May 2023 and June 2023**

Mr. O’Nolan presented the June 8, 2023 meeting minutes and the Operation & Maintenance Expenditures for May 2023 and June 2023 to the Board.

On a Motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors’ Meeting held on June 8, 2023 AND Operation & Maintenance Expenditures for May 2023 (\$83,615.77) and June 2023 (\$84,187.86), for the Panther Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**BUSINESS ITEMS**

**A. Presentation of annual audit**

On a Motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board accepted the annual audit, showing no adverse findings, for the Panther Trails Community Development District.

**B. Consideration of Security Camera**

On a Motion by Ms. Murray, seconded by Mr. Smith, with all in favor, the Board approved to have staff to inspect cameras daily and document and report any camera malfunctions, for the Panther Trails Community Development District.

The Board requested a written log be established to track daily confirmation of cameras working.

**C. Consideration of Resolution 2023-04, Designating Officers of the District**

On a Motion by Ms. Lovelace, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved Resolution 2023-04, Designating Officers of the District, and maintaining the current roles, for the Panther Trails Community Development District.

**D. Consideration of Resolution 2023-05, Setting Meeting Schedule for FY 23-24**

On a Motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved Resolution 2023-05, Setting Meeting Schedule for FY 23-24, for the Panther Trails Community Development District.

**E. Consideration of Resolution 2023-08, Re-Designating a Secretary**

On a Motion by Mr. Smith, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved Resolution 2023-08, Re-Designating a Secretary, for the Panther Trails Community Development District.

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved a NTE, in the amount of \$3,000, authorizing the Chair to approve the repair of the mailbox lighting, for the Panther Trails Community Development District.

**EIGHTH ORDER OF BUSINESS**

**SUPERVISOR REQUESTS**

On a Motion by Mr. Smith, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved giving the Clubhouse Manager remote access to camera system, for the Panther Trails Community Development District.

**NINETH ORDER OF BUSINESS**

**Adjournment**

Mr. O'Nolan requested a motion to adjourn the meeting unless there was any further business to come before the Board.

On a Motion by Ms. Lovelace, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved to adjourn the meeting at 6:57 p.m., for the Panther Trails Community Development District.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## **Tab 11**

# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**



District Office · Riverview, Florida · 813-994-1001

Mailing Address - 3434 Colwell Ave, Suite 200, Tampa Florida 33614

[www.panthertrailscdd.org](http://www.panthertrailscdd.org)

## **Operation and Maintenance Expenditures July 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2023 through July 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$107,029.72**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ABM Building Services, LLC	100317	18367804	A/C Maintenance Services 07/23	\$ 700.58
Aqua Sentry	100298	8950	Pool Service Repair 06/23	\$ 1,149.68
Aqua Sentry	100298	9124	Monthly Pool Service 07/23	\$ 2,044.99
BOCC Hillsborough County Public Utilities	ACH	6919533420 06/23 ACH	11796 Ekker Rd and Lift Station 06/23	\$ 262.44
DDD Fencing	100308	1971	Fence Repair 07/23	\$ 900.00
DDD Fencing	100311	1987	Fence Repair 07/23	\$ 800.00
DDD Fencing	100311	1988	Fence Repair 07/23	\$ 700.00
Finn Outdoor, LLC	100321	2748	MES Maintenance 07/23	\$ 43,282.00
Fitness Logic, Inc.	100312	113594	Quarterly Fitness Equip Maint 07/23	\$ 125.00
Florida Department of Revenue	ACH	39-8015697991-3 06/23 ACH	Sales & Use Tax 06/23	\$ 31.87
GHS Environmental LLC	100318	2022-157	Meter Accuracy Testing 03/22	\$ 475.00
Innersync Studio, Ltd	100299	21421	Website Hosting Quarterly Services 07/23	\$ 384.38



## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	100300	176827	Landscape Maintenance 07/23	\$ 10,829.71
Landscape Maintenance Professionals, Inc.	100313	177043	Fertilizer 06/23	\$ 2,425.00
Landscape Maintenance Professionals, Inc.	100313	177158	Irrigation Repair 07/23	\$ 445.00
Landscape Maintenance Professionals, Inc.	100313	177159	Irrigation Repair 07/23	\$ 70.00
Nick Knows LLC	100301	PTCDD57	Clubhouse Cleaning 06/23	\$ 1,500.00
Nick Knows LLC	100309	PTCDD60	Trash Removal Service 07/23	\$ 250.00
Nick Knows LLC	100319	PTCDD61	Clubhouse Cleaning 07/23	\$ 1,500.00
Poop 911	100302	7098690	9 Stations Emptied 06/23	\$ 237.90
Republic Services	ACH	0696-001119694 08/23 AUTOPAY	Disposal Service 08/23	\$ 378.36
Rizzetta & Company, Inc.	100303	INV0000081408	District Management Fees 07/23	\$ 5,346.99
Rizzetta & Company, Inc.	100310	INV0000081979	Mass Mailing - Budget Notice 07/23	\$ 998.24
Rizzetta & Company, Inc.	100315	INV0000082150	Personnel Reimbursement 07/23	\$ 5,281.59

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	100316	INV0000081485	General Management & Oversight/Personnel 07/23	\$ 7,172.09
Solitude Lake Management, LLC	100304	PSI-88042 07/23	Monthly Lake & Pond Services 07/23	\$ 1,544.67
Spectrum	ACH	2358442062523 - 8442	11796 Ekker Rd. - Clubhouse 07/23	\$ 377.34
Spectrum	ACH	2467771070123 AutoPay	8040 Carriage Pointe Dr Cameras 07/23	\$ 132.97
Spectrum	ACH	2467789070123 - 7789 07/23 AUTO	8310 Carriage Pointe Dr. Cameras 07/23	\$ 132.97
Stantec Consulting Services, Inc.	100305	2098001	District Engineer 06/23	\$ 2,578.43
TECO	ACH	Summary Bill 06/23 AUTO PAY	Summary Bill 06/23 AUTO PAY	\$ 13,617.52
Times Publishing Company	100320	0000294940 07/23	Legal Advertising 07/23	\$ <u>1,355.00</u>
<b>Report Total</b>				<b>\$ <u>107,029.72</u></b>

# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

District Office · Riverview, Florida · 813-994-1001

Mailing Address - 3434 Colwell Ave, Suite 200, Tampa Florida 33614

[www.panthertrailscdd.org](http://www.panthertrailscdd.org)

## **Operation and Maintenance Expenditures August 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2023 through August 31, 2023. This does not include expenditures previously approved by Board.

The total items being presented:     **\$55,806.92**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Panther Trails Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Aqua Sentry	100330	9399 8/23	Monthly Pool Service 08/23	\$ 2,044.99
BOCC Hillsborough County Public Utilities	ACH	6919533420 07/23 ACH	11796 Ekker Rd and Lift Station 07/23	\$ 389.34
Burr & Forman, LLP	100331	1404590 6/23	Legal Services 06/23	\$ 1,105.60
Clean Sweep Supply Co., Inc.	100332	7498 7/23	Janitorial Supplies 07/23	\$ 202.70
Daniel J Smith II	100341	DS081023	Board of Supervisors Meeting 08/10/23	\$ 200.00
DCSI, Inc.	100333	31002 7/23	Computer Installation 07/23	\$ 1,199.00
DCSI, Inc.	100342	31046	Camera Service Call 07/23	\$ 154.00
Disclosure Services, LLC	100336	01-682 08/23	Amortization Schedule Series 2016	\$ 100.00
Florida Department of Revenue	ACH	39-8015697991-3 07/23 ACH	Sales & Use Tax 07/23	\$ 11.25
Jennifer L. Murray	100343	JM081023	Board of Supervisors Meeting 08/10/23	\$ 200.00
Jennifer L. Murray	100347	JM041422	Board of Supervisors Meeting 04/14/22 Reissue of outstanding check (#003317	\$ 200.00
Landscape Maintenance Professionals, Inc.	100323	177485 8/23	Landscape Maintenance 08/23	\$ 10,829.71

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	100323	177719 7/23	Pond 14 clean up 07/23	\$ 1,350.00
Landscape Maintenance Professionals, Inc.	100323	177720 7/23	Plant removal and replacement 07/23	\$ 71.50
Landscape Maintenance Professionals, Inc.	100334	177044	Pest Control 06/23	\$ 175.00
Landscape Maintenance Professionals, Inc.	100337	177788	St. Augustine Fertilizer 07/23	\$ 504.00
Landscape Maintenance Professionals, Inc.	100337	177789	Pest Control 07/23	\$ 175.00
Nick Knows LLC	100346	PTCDD63	Clubhouse Cleaning 08/23	\$ 1,500.00
Panther Trails CDD			Debit Card Replenishment 08/23	\$ 262.53
Phil Lentsch	100344	36972	Books Copied and Bound 08/23	\$ 127.35
Poop 911	100338	7225945	9 Stations Emptied 07/23	\$ 237.90
Rizzetta & Company, Inc.	100322	INV0000082271 08/23	District Management Fees 08/23	\$ 5,346.99
Rizzetta & Company, Inc.	100329	INV0000082314 08/23	Personnel Reimbursement 08/23	\$ 5,197.35
Rizzetta & Company, Inc.	100340	INV0000082345	Cell Phone Expenses 07/23	\$ 50.00
Rizzetta & Company, Inc.	100348	INV0000082973	Personnel Reimbursement 08/23	\$ 5,210.15

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Solitude Lake Management, LLC	100339	PSI-003757 08/23	Monthly Lake & Pond Services 08/23	\$ 1,544.67
Spectrum	ACH	2358442072523 08/23 Auto Pay	Clubhouse Phone/Internet/Cable 08/23	\$ 377.36
Spectrum	ACH	2467789080123 08/23 AUTOPAY	8310 Carriage Pointe Dr Cameras 08/23	\$ 132.97
Spectrum	ACH	2467771080123 Autopay	8040 Carriage Pointe Dr Cameras 08/23	\$ 132.97
Stantec Consulting Services, Inc.	100327	2109991 7/23	District Engineer 07/23	\$ 800.08
Stantec Consulting Services, Inc.	100349	2072898	District Engineer 04/23	\$ 1,490.00
TECO	ACH	Summary Bill 07/23 682 Auto Draft	Summary Bill 07/23	\$ 13,834.51
Terminix	100328	435900969 7/23	Pest Control 07/23	\$ 74.00
Theresa M Lovelace	100345	TL081023	Board of Supervisors Meeting 08/10/23	\$ 200.00
Times Publishing Company	100335	0000294523 07/26/23	Legal Advertising 07/26/23	\$ <u>376.00</u>
<b>Report Total</b>				<b>\$ <u>55,806.92</u></b>



# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

District Office · Riverview, Florida · 813-994-1001  
Mailing Address - 3434 Colwell Ave, Suite 200, Tampa Florida 33614  
[www.panthertrailscdd.org](http://www.panthertrailscdd.org)

## **Operation and Maintenance Expenditures October 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2022 through October 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$46,982.10**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2022 Through October 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ABM Building Services, LLC	100051	17502869	A/C Maintenance Services 09/22	\$ 667.25
Affordable Backflow Testing	100052	18867	Backflow Test 10/22	\$ 40.00
Aqua Sentry	100067	6824	Monthly Pool Service 09/22	\$ 1,995.00
Aqua Sentry	100067	6826	Pool Equipment and Repairs 09/22	\$ 2,682.66
Bad Boar Trapping and Outfitters, LLC	100053	1657	Adjustments from Previous Invoices	\$ 700.00
BOCC Hillsborough County Public Utilities	100046	6919533420 9/22	11796 Ekker Rd and Lift Station 09/22	\$ 574.48
Burr & Forman, LLP	100054	1339472	Legal Services 08/22	\$ 162.50
Carrie Jo Macsuga	100068	CM101322	Board of Supervisors Meeting 10/13/22	\$ 200.00
Clean Sweep Supply Co., Inc.	100055	5003	Janitorial Supplies 10/22	\$ 244.55
Daniel J Smith II	100069	DS101322	Board of Supervisors Meeting 10/13/22	\$ 200.00
DCSI, Inc.	100056	29925	Access Gate Service 08/22	\$ 290.00
DCSI, Inc.	100056	29926	Access Gate Service 08/22	\$ 200.00
DCSI, Inc.	100056	29930	Access Gate Service 08/22	\$ 274.00
DCSI, Inc.	100056	29992	Access Gate Service 08/22	\$ 723.00
DCSI, Inc.	100056	30012	Camera/DVE Service 09/22	\$ 165.00
Florida Department of Revenue	100064	Sales Tax 09/22	Sales & Use Tax 09/22	\$ 33.14
Innersync Studio, Ltd	100057	20769	Website Hosting Quarterly Services 10/22	\$ 384.38

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2022 Through October 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Jennifer L. Murray	100070	JM101322	Board of Supervisors Meeting 10/13/22	\$ 200.00
Landscape Maintenance Professionals, Inc.	100058	166994	Tree Removal 04/22	\$ 420.00
Landscape Maintenance Professionals, Inc.	100058	169983	Landscape Maintenance - Ferrous Sulfate 08/22	\$ 310.00
Landscape Maintenance Professionals, Inc.	100058	169984	Pest Control 08/22	\$ 175.00
Landscape Maintenance Professionals, Inc.	100058	170015	Irrigation Repair 09/22	\$ 352.56
Landscape Maintenance Professionals, Inc.	100058	170203	Plant Removal 09/22	\$ 495.00
Landscape Maintenance Professionals, Inc.	100058	170227	Irrigation Repair 10/22	\$ 236.57
MC Building Services, LLC	100065	5276	Electrical Repairs 08/22	\$ 9,010.00
Nick Knows LLC	100048	PTCDD35	Clubhouse Cleaning 09/22	\$ 1,500.00
Poop 911	100059	6042060	9 Stations Emptied 09/22	\$ 237.90
Pope's Utility Buildings, Inc.	100060	QB22362	Permit and Application Fee 09/22	\$ 160.34
Republic Services	100071	0696-001062203	Disposal Service 11/22	\$ 169.00
Rizzetta & Company, Inc.	100063	INV0000071802	District Management Fees 10/22	\$ 5,346.96
Rizzetta & Company, Inc.	100062	INV0000071838	Personnel Reimbursement 10/22	\$ 5,306.14
Spectrum		04845301092622 ACH Acct:8453	Clubhouse Phone/Internet/Cable 10/22	\$ 376.95
Spectrum	100049	9.71184E+13	8040 Carriage Pointe Dr Cameras 10/22	\$ 77.97
Spectrum	100050	9.7119E+13	8310 Carriage Pointe Dr Cameras 10/22	\$ 77.97

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2022 Through October 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
TECO	100066	Summary Bill 09/22	Summary Bill 09/22	\$ 12,472.28
Terminix	100047	424877862	Pest Control 09/22	\$ 69.00
Times Publishing Company	100061	0000244489 09/21/22	0000244489 09/21/22	\$ 452.50
<b>Report Total:</b>				<b>\$ 46,982.10</b>

## Tab 12

## SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL AMENITY SERVICES

This Second Addendum to the Contract for Professional Amenity Services (this “**Second Addendum**”), is made and entered into as of the 2023 day of October 1st (the “**Effective Date**”), by and between Panther Trails Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Hillsborough County, Florida (the “**District**”), and Rizzetta & Company, Inc., a Florida corporation (the “**Consultant**”).

### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional Amenity Services dated January 1<sup>st</sup>, 2021 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend Exhibit B of the Fees and Expenses section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to Exhibit B attached.

The amended Exhibit B is hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Second Addendum as of the Effective Date.

**Rizzetta & Company, Inc.**

By: \_\_\_\_\_  
William J. Rizzetta, President

**Panther Trails  
Community Development District**

By: \_\_\_\_\_  
Chairman of the Board of Supervisors



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED

**EXHIBIT B  
SCHEDULE OF FEES**

**AMENITY MANAGEMENT SERVICES:**

Services will be billed bi-weekly, payable in advance of each bi-week pursuant to the following schedule for the period of **October 1, 2023 to September 30, 2024.**

**PERSONNEL:**

**Full Time Personnel (40 hours per week)**

- Clubhouse Manager
- Assistant Clubhouse Manager

**Part Time Personnel (45 hours per week)**

- Clubhouse Attendants

	<b>ANNUAL</b>
Budgeted Personnel Total <sup>(1)</sup>	\$ 182,215.
General Management and Oversight <sup>(2)</sup>	\$ 14,520.
<b>Total Services Cost:</b>	<b>\$ 196,735.</b>

**(1).** Budgeted Personnel: These budgeted costs reflect full personnel levels required to perform the services outlined in this contract. Personnel costs includes: All direct costs related to the personnel for wages, Full-Time benefits, applicable payroll-related taxes, workers' compensation, and payroll administration and processing.

**(2).** General Management and Oversight: The costs associated with Rizzetta & Company, Inc.'s expertise and time in the implementation of the day-to-day scope of services, management oversight, hiring, and training of staff.



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED



## **Tab 13**

**RESOLUTION 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT  
AMENDING THE FISCAL YEAR 2022/2023 GENERAL FUND BUDGET;  
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Panther Trails Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District (hereinafter the “Board”), adopted a General Fund Budget for Fiscal Year 2022/2023, and

WHEREAS, the Board desires to reallocate funds budgeted to reflect reappropriated Revenues and Expenses approved during the Fiscal Year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF THE PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT THE  
FOLLOWING:**

Section 1. The General Fund Budget is hereby amended in accordance with **Exhibit “A”** attached hereto.

Section 2. This Resolution shall become effective immediately upon its adoption.

Section 3. In accordance with Florida Statute 189.016, the amended budget shall be posted on the District’s official website within five (5) days after adoption.

**PASSED AND ADOPTED THIS 12<sup>th</sup> DAY OF OCTOBER, 2023.**

**PANTHER TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

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**CHAIRMAN/ VICE CHAIRMAN**

**ATTEST:**

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**SECRETARY / ASST. SECRETARY**

**Exhibit A**

**Amended Fiscal Year 2022/2023 General Fund Budget**



Rizzetta & Company

# **Panther Trails Community Development District**

[www.PantherTrailsCDD.org](http://www.PantherTrailsCDD.org)

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**Amended Budget for  
Fiscal Year 2022-2023**

## TABLE OF CONTENTS

	<u>Page</u>
<b>General Fund Budget for Fiscal Year 2022-2023</b>	<b>1</b>
<b>Reserve Fund Budget for Fiscal Year 2022-2023</b>	<b>4</b>
<b>Debt Service Fund Budget for Fiscal Year 2022-2023</b>	<b>5</b>
<b>Assessments Charts for Fiscal Year 2022-2023</b>	<b>6</b>
<b>General Fund Budget Account Category Descriptions</b>	<b>8</b>
<b>Reserve Fund Budget Account Category Descriptions</b>	<b>15</b>
<b>Debt Service Fund Budget Account Category Descriptions</b>	<b>16</b>

**Amended Budget  
Panther Trails Community Development District  
General Fund  
Fiscal Year 2022/2023**

<b>Chart of Accounts Classification</b>	<b>Budget for 2022/2023</b>
<b>REVENUES</b>	
Special Assessments	
Tax Roll	\$ 744,460
Miscellaneous Revenues - HOA contribution	\$ 117,860
Miscellaneous Revenues	\$ 15,000
<b>TOTAL REVENUES</b>	<b>\$ 877,320</b>
Balance Forward from Prior Year	\$ 42,000.00
<b>TOTAL REVENUES AND BALANCE</b>	<b>\$ 919,320.00</b>
<b>EXPENDITURES - ADMINISTRATIVE</b>	
Legislative	
Supervisor Fees	\$ 7,000
Financial & Administrative	
Administrative Services	\$ 5,200
District Management	\$ 25,444
District Engineer	\$ 7,500
Disclosure Report	\$ 6,000
Trustees Fees	\$ 10,000
Assessment Roll	\$ 5,200
Financial & Revenue Collections	\$ 5,200
Accounting Services	\$ 18,720
Auditing Services	\$ 4,000
Arbitrage Rebate Calculation	\$ 500
Public Officials Liability Insurance	\$ 3,730
Legal Advertising	\$ 3,000
Bank Fees	\$ 400
Dues, Licenses & Fees	\$ 175
Miscellaneous Fees - Meeting Expenses	\$ 500
Website Hosting, Maintenance, Backup (and	\$ 2,738
Legal Counsel	
District Counsel	\$ 5,000
<b>Administrative Subtotal</b>	<b>\$ 110,307.00</b>
<b>EXPENDITURES - FIELD OPERATIONS</b>	
Electric Utility Services	
Utility Services	\$ 3,000
Street Lights	\$ 110,000
Utility - Recreation Facilities	\$ 15,000
Garbage/Solid Waste Control Services	
Garbage - Recreation Facility	\$ 3,000
Water-Sewer Combination Services	
Utility Services	\$ 3,500

**Amended Budget  
Panther Trails Community Development District  
General Fund  
Fiscal Year 2022/2023**

<b>Chart of Accounts Classification</b>	<b>Budget for 2022/2023</b>
Stormwater Control	
Aquatic Maintenance	\$ 17,996
Lake/Pond Bank Maintenance	\$ 500
Wetland Monitoring & Maintenance	\$ 500
Aquatic Plant Replacement	\$ 500
Stormwater System Maintenance	\$ 10,500
Other Physical Environment	
General Liability Insurance	\$ 4,408
Property Insurance	\$ 12,564
Pressure Washing	\$ 5,000
Entry & Walls Maintenance	\$ 1,000
Landscape Maintenance	\$ 142,000
Ornamental Lighting & Maintenance	\$ 500
Holiday Decorations - Common Areas	\$ 3,000
Irrigation Repairs	\$ 5,000
Landscape - Mulch	\$ 9,000
Trees	\$ 6,500
Fire Ant Treatment Phase I and 2	\$ 500
Field Services	\$ 8,400
Road & Street Facilities	
Parking Lot Repair & Maintenance	\$ 500
Street Sign Repair & Replacement	\$ 500
Parks & Recreation	
Management Contract	\$ 178,270
Pool Permits	\$ 275
Pest Control	\$ 828
Computer Support, Maintenance & Repair	\$ 500
Fitness Equipment Maintenance & Repair	\$ 2,000
Clubhouse - Facility Janitorial Service	\$ 16,250
Pool Service Contract	\$ 23,940
Pool Repairs	\$ 2,000
Security System Monitoring & Maintenance	\$ 4,000
Facility A/C & Heating Maintenance &	\$ 7,772
Maintenance & Repairs	\$ 10,000
Telephone Fax, Internet	\$ 4,000
Holiday Decorations -Club House	\$ 750
Office Supplies	\$ 1,500
Furniture Repair/Replacement	\$ 1,000
Playground Equipment and Maintenance	\$ 1,500
Athletic/Park Court/Field Repairs	\$ 1,000
Clubhouse Miscellaneous Expense	\$ 2,000
Dog Waste Station Supplies	\$ 3,200
Special Events	
Special Events	\$ 5,000
Contingency	
Miscellaneous Contingency	\$ 104,860
Capital Projects	\$ 75,000
<b>Field Operations Subtotal</b>	<b>\$ 809,013</b>



**Amended Budget  
Panther Trails Community Development District  
General Fund  
Fiscal Year 2022/2023**

Chart of Accounts Classification	Budget for 2022/2023
<b>TOTAL EXPENDITURES</b>	<b>\$ 919,320</b>
<b>EXCESS OF REVENUES OVER</b>	<b>\$ -</b>

**Amended Budget  
Panther Trails Community Development District  
Reserve Fund  
Fiscal Year 2022/2023**

Chart of Accounts Classification	Budget for 2022/2023
<b>REVENUES</b>	
Special Assessments	
Tax Roll	\$ 85,900
<b>TOTAL REVENUES</b>	<b>\$ 85,900</b>
<b>EXPENDITURES</b>	
Contingency	
Capital Reserves	\$ 85,900
<b>TOTAL EXPENDITURES</b>	<b>\$ 85,900</b>
<b>EXCESS OF REVENUES OVER</b>	<b>\$ -</b>

**Panther Trails Community Development District**

5

**Debt Service**

**Fiscal Year 2022/2023**

<b>Chart of Accounts Classification</b>	<b>Series 2015</b>	<b>Series 2016</b>	<b>Series 2018</b>	<b>Budget for 2022/2023</b>
<b>REVENUES</b>				
Special Assessments				
Net Special Assessments <sup>(1)</sup>	\$361,149.23	\$227,841.04	\$176,292.03	\$765,282.31
<b>TOTAL REVENUES</b>	<b>\$361,149.23</b>	<b>\$227,841.04</b>	<b>\$176,292.03</b>	<b>\$765,282.31</b>
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Financial & Administrative				
Debt Service Obligation	\$361,149.23	\$227,841.04	\$176,292.03	\$765,282.31
<b>Administrative Subtotal</b>	<b>\$361,149.23</b>	<b>\$227,841.04</b>	<b>\$176,292.03</b>	<b>\$765,282.31</b>
<b>TOTAL EXPENDITURES</b>	<b>\$361,149.23</b>	<b>\$227,841.04</b>	<b>\$176,292.03</b>	<b>\$765,282.31</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Collection and Discount % applicable to the county:

6.0%

**Gross assessments**

**\$813,437.83**

**Notes:**

Tax Roll Collection Costs for Hillsborough County is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

<sup>(1)</sup> Maximum Annual Debt Service less Prepaid Assessments received.

**Panther Trails Community Development District**

**FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

2022/2023 O&M Budget		\$830,360.00
Hillsborough County Collection Cost @	2%	\$17,667.23
Early Payment Discount @	4%	\$35,334.47
2022/2023 Total		<b>\$883,361.70</b>

2021/2022 O&M Budget	\$670,668.80
2022/2023 O&M Budget	\$830,360.00

Total Difference:	<b>\$159,691.20</b>
-------------------	---------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2021/2022	2022/2023	\$	%
<b><u>Phase 1</u></b>				
Series 2016 Debt Service - SF 40'	\$581.34	\$581.34	\$0.00	0.00%
Series 2018 Debt Service - SF 40'	\$230.77	\$230.77	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$878.67	\$1,087.88	\$209.21	23.81%
<b>Total</b>	<b>\$1,690.78</b>	<b>\$1,899.99</b>	<b>\$209.21</b>	<b>12.37%</b>
Series 2016 Debt Service - SF 50'	\$725.17	\$725.17	\$0.00	0.00%
Series 2018 Debt Service - SF 50'	\$230.77	\$230.77	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$878.67	\$1,087.88	\$209.21	23.81%
<b>Total</b>	<b>\$1,834.61</b>	<b>\$2,043.82</b>	<b>\$209.21</b>	<b>11.40%</b>
<b><u>Phase 2</u></b>				
Series 2015 Debt Service - SF 40'	\$734.69	\$734.69	\$0.00	0.00%
Series 2018 Debt Service - SF 40'	\$230.77	\$230.77	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$878.67	\$1,087.88	\$209.21	23.81%
<b>Total</b>	<b>\$1,844.13</b>	<b>\$2,053.34</b>	<b>\$209.21</b>	<b>11.34%</b>
Series 2015 Debt Service - SF 50'	\$918.36	\$918.36	\$0.00	0.00%
Series 2018 Debt Service - SF 50'	\$230.77	\$230.77	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$878.67	\$1,087.88	\$209.21	23.81%
<b>Total</b>	<b>\$2,027.80</b>	<b>\$2,237.01</b>	<b>\$209.21</b>	<b>10.32%</b>

**PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$830,360.00
COLLECTION COSTS @	2.0%	\$17,667.23
EARLY PAYMENT DISCOUNT @	4.0%	\$35,334.47
TOTAL O&M ASSESSMENT		<u>\$883,361.70</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>				<u>ALLOCATION OF O&amp;M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>				
	<u>O&amp;M</u>	<u>SERIES 2015 DEBT SERVICE <sup>(1)</sup></u>	<u>SERIES 2016 DEBT SERVICE <sup>(1)</sup></u>	<u>SERIES 2018 DEBT SERVICE <sup>(1)</sup></u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>	<u>TOTAL O&amp;M</u>	<u>2015 DEBT SERVICE <sup>(2)</sup></u>	<u>2016 DEBT SERVICE <sup>(2)</sup></u>	<u>2018 DEBT SERVICE <sup>(2)</sup></u>	<u>TOTAL <sup>(3)</sup></u>
<u>Phase 1</u>													
Single Family 40' (Phase 1)	220	0	217	220	1.00	220.00	27.09%	\$239,334.45	\$1,087.88	\$0.00	\$581.34	\$230.77	\$1,899.99
Single Family 40' (Phase 2)	65	65	0	65	1.00	65.00	8.00%	\$70,712.45	\$1,087.88	\$734.69	\$0.00	\$230.77	\$2,053.34
Single Family 50' (Phase 1)	161	0	160	161	1.00	161.00	19.83%	\$175,149.30	\$1,087.88	\$0.00	\$725.17	\$230.77	\$2,043.82
Single Family 50' (Phase 2)	366	366	0	366	1.00	366.00	45.07%	\$398,165.50	\$1,087.88	\$918.36	\$0.00	\$230.77	\$2,237.01
<b>Total</b>	<b>812</b>	<b>431</b>	<b>377</b>	<b>812</b>		<b>812.00</b>	<b>100.00%</b>	<b>\$883,361.70</b>					

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discount Costs (4%):

(\$53,001.70)

Net Revenue to be Collected:

\$830,360.00

<sup>(1)</sup> Reflects the number of total lots with Series 2015, Series 2016, and Series 2018 debt outstanding.

<sup>(2)</sup> Annual debt service assessment per lot adopted in connection with the Series 2015, Series 2016 and Series 2018 bond issues. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discount costs.

<sup>(3)</sup> Annual assesment that will appear on Novemeber 2022 Hillsborough County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

## **GENERAL FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Interest Earnings:** The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Event Rental:** The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

**Facilities Rentals:** The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

### **EXPENDITURES – ADMINISTRATIVE:**

**Supervisor Fees:** The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

**Administrative Services:** The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**District Engineer:** The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

**Disclosure Report:** The District is required to file quarterly and annual disclosure reports, as required in the District's Master Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

**Trustee's Fees:** The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

**Assessment Roll:** The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Accounting Services:** Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Auditing Services:** The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

**Arbitrage Rebate Calculation:** The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

**Travel:** Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

**Public Officials Liability Insurance:** The District will incur expenditures for public officials' liability insurance for the Board and Staff.

**Legal Advertising:** The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

**Bank Fees:** The District will incur bank service charges during the year.

**Dues, Licenses & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

**Miscellaneous Fees:** The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Website Hosting, Maintenance and Email:** The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**District Counsel:** The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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## **EXPENDITURES - FIELD OPERATIONS:**

**Deputy Services:** The District may wish to contract with the local police agency to provide security for the District.



**Security Services and Patrols:** The District may wish to contract with a private company to provide security for the District.

**Electric Utility Services:** The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Streetlights:** The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

**Utility - Recreation Facility:** The District may budget separately for its recreation and or amenity electric separately.

**Gas Utility Services:** The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee:** The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

**Utility - Reclaimed:** The District may incur expenses related to the use of reclaimed water for irrigation.

**Aquatic Maintenance:** Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Lake/Pond Bank Maintenance:** The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

**Wetland Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

**Mitigation Area Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

**Aquatic Plant Replacement:** The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property Insurance:** The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance:** The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance:** The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

**Irrigation Maintenance:** The District will incur expenditures related to the maintenance of the irrigation systems.

**Irrigation Repairs:** The District will incur expenditures related to repairs of the irrigation systems.

**Landscape Replacement:** Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

**Miscellaneous Fees:** The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

**Gate Phone:** The District will incur telephone expenses if the District has gates that are to be opened and closed.

**Street/Parking Lot Sweeping:** The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

**Gate Facility Maintenance:** Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Roadway Repair & Maintenance:** Expenses related to the repair and maintenance of roadways owned by the District if any.

**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Employees - P/R Taxes:** This is the employer's portion of employment taxes such as FICA etc.

**Employee - Workers' Comp:** Fees related to obtaining workers compensation insurance.

**Management Contract:** The District may contract with a firm to provide for the oversight of its recreation facilities.

**Maintenance & Repair:** The District may incur expenses to maintain its recreation facilities.

**Facility Supplies:** The District may have facilities that required various supplies to operate.

**Gate Maintenance & Repairs:** Any ongoing gate repairs and maintenance would be included in this line item.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Office Supplies:** The District may have an office in its facilities which require various office related supplies.

**Clubhouse - Facility Janitorial Service:** Expenses related to the cleaning of the facility and related supplies.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous Expense:** Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs:** Expense related to any facilities such as tennis, basketball etc.

**Trail/Bike Path Maintenance:** Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

**Special Events:** Expenses related to functions such as holiday events for the public enjoyment

**Miscellaneous Fees:** Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

## **RESERVE FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

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### **EXPENDITURES:**

**Capital Reserve:** Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

## **DEBT SERVICE FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

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### **EXPENDITURES – ADMINISTRATIVE:**

**Bank Fees:** The District may incur bank service charges during the year.

**Debt Service Obligation:** This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

## **Tab 14**

**RULE NO. 24-1**

**A RULE OF THE PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT  
MODIFYING THE RULES AND RATES FOR THE CLUB AT CARRIAGE  
POINTE AND ALL AMENITY FACILITIES AND PROVIDING FOR AN  
EFFECTIVE DATE**

**WHEREAS**, Panther Trails Community Development District (the  
“District”) wishes to revise its Rules; and

**WHEREAS**, the District wishes to amend and supersede any previously  
adopted rules/policies/procedures and fees related to the District’s Facilities.

**NOW**, therefore be it resolved by the Board of Supervisors of Panther  
Trails Community Development District as follows:

1. The Rules and Rates for the Club at Carriage Pointe and All  
Amenity Facilities attached hereto as Exhibit “A” is hereby adopted and  
confirmed.

2. **REPEAL OF PRIOR POLICIES AND FEE STRUCTURE.** The  
attached shall replace all previously adopted rules/policies and fees which are in  
conflict.

3. **EFFECTIVE DATE.** This Rule shall become effective immediately  
upon adoption.

**PASSED AND DULY ADOPTED** by Panther Trails Community  
Development District on this **12 day of October 2023**.

ATTESTED BY:

PANTHER TRAILS COMMUNITY  
DEVELOPMENT DISTRICT

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chair



## **Tab 15**

**RESOLUTION 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT AMENDING THE RULES AND RATES FOR THE CLUB AT CARRIAGE POINTE AND ALL AMENITY FACILITIES; PROVIDING FOR REPEAL OF RULES AND FEES IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Panther Trails Community Development District (hereinafter the "District") is a special district created by the authority granted in Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District is authorized by Sections 190.011 and 190.035, Florida Statutes, to adopt rules, charges and fees for the facilities and infrastructure of the District; and

**WHEREAS**, the District has adhered to the rule-making process as outlined in Chapter 120, Florida Statutes, including but not limited to duly advertising a public hearing for implementation of the attached revised rules and fees.

**NOW, THEREFORE**, be it resolved by Panther Trails Community Development District:

Section 1: The Board of Supervisors hereby adopts Rule 23-1, as attached.

Section 2: This Resolution shall become effective immediately upon its adoption and shall repeal all previously adopted rules/policies and/or rates that are in conflict herewith.

**PASSED AND ADOPTED** by the Board of Supervisors of Panther Trails Community Development District this **12 day of October 2023**.

ATTEST:

\_\_\_\_\_  
Secretary/Asst. Secretary

**PANTHER TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Chair

Date: \_\_\_\_\_

## **Tab 16**

**From:** [Kevin Travis](#)  
**To:** [Taylor Nielsen](#)  
**Subject:** Re: [EXTERNAL]Re: ATTN - Panther Tails CDD BOS Meeting- August 10, 2023  
**Date:** Monday, August 14, 2023 3:10:57 PM

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Yes Taylor I would like to resign from the board effective immediately. Thank you all for this opportunity and it was a pleasure working with everyone.

On Mon, Aug 14, 2023, 2:44 PM Taylor Nielsen <[TNielsen@rizzetta.com](mailto:TNielsen@rizzetta.com)> wrote:

Kevin,

I am sorry to hear of your resignation, but thankful for your time of service. Would you please confirm that you are wanting to resign and effective date, and I will get this accepted by the Board at the next meeting?

Thank you,

**Taylor Nielsen**

Manager, Business Development

813.658.6048  
[tnielsen@rizzetta.com](mailto:tnielsen@rizzetta.com)

[rizzetta.com](http://rizzetta.com)



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**From:** Abigail Jones <[AJones@rizzetta.com](mailto:AJones@rizzetta.com)>