



Rizzetta & Company

Panther Trails Community Development District

**Board of Supervisors' Meeting
January 10, 2019**

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

www.panthertrailscdd.org

PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT AGENDA

JANUARY 10, 2019 at 5:30 p.m.

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

District Board of Supervisors	Carrie Macsuga	Chairman
	Jennifer Murray	Vice Chairman
	Yudelkis Mitchell	Assistant Secretary
	Willie Lemons	Assistant Secretary
	Vacant	Assistant Secretary
District Manager	Greg Cox	Rizzetta & Company, Inc.
District Attorney	Scott Steady	Burr Forman, LLP
District Engineer	Greg Woodcock	Cardno TBE

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 • 12750 Citrus Park Lane, Suite 115, Tampa, FL 33625
www.panthertrailscdd.org

January 2, 2019

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, January 10, 2019 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:

- 1. CALL TO ORDER/ROLL CALL**
- 2. ADA WEBSITE COMPLIANCE PROPOSAL DISCUSSION . Tab 1**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Appointments to Board Supervisor Seats..... Tab 2
 - B.** Consideration of Minutes of the Board of Supervisors' Special Meeting held on November 19, 2018..... Tab 3
 - C.** Consideration of Minutes of the Board of Supervisors' Meeting held on December 13, 2018 Tab 4
 - D.** Consideration of Operation & Maintenance Expenditures for November 2018 Tab 5
- 5. BUSINESS ITEMS**
 - A.** Consideration of Landscape & Irrigation RFP Package (under separate cover)
- 6. STAFF REPORTS**
 - A.** Presentation of Monthly Maintenance Inspection Reports
 1. Pond Report Tab 6
 2. Field Inspection Report (under separate cover)
 - B.** District Counsel
 1. Update on Name Change
 2. Hillsborough County Permit Violation Update..... Tab 7
 - C.** District Engineer
 - D.** Amenities Manager
 1. Clubhouse Report..... Tab 8
 - E.** District Manager
 1. Action Items List Tab 9
 2. Financial Status Update

7. SUPERVISOR REQUESTS

8. 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) 933-5571.

Sincerely,

Greg Cox

Greg Cox
District Manager

cc: Carrie Macsuga, Chairman
Scott Steady, District Counsel

Tab 1



ADA Site Compliance, LLC

Statement of Work (SOW) Agreement to Perform Consulting Services

Date

November 30, 2018

Services Performed By:

ADA Site Compliance, LLC

Services Performed For:

Panther Trails CDD

This Statement of Work (SOW) is issued pursuant to the Master Services Agreement between Panther Trails CDD ("Client") and ADA Site Compliance, LLC ("Contractor"), effective November 30, 2018 (the "Agreement"). This SOW is subject to the terms and conditions contained in the agreement between the parties and is made a part thereof. Any term not otherwise defined herein shall have the meaning specified in the agreement. In the event of any conflict or inconsistency between the terms of this SOW and the terms of the agreement, the terms of the SOW shall govern and prevail.

This SOW, effective as of November 30, 2018, is entered into by and between Contractor and Client for Client's website www.panthertrailscdd.org and is subject to the terms and conditions specified below. The exhibit(s) to this SOW, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this SOW and the terms of the exhibit(s) hereto, the terms of the SOW shall prevail.

Period of Performance

The services shall begin on the date of the Agreement's execution and shall continue through completion or termination, subject to the termination provisions below.

Process & Engagement

ADA Site Compliance uses both technological (i.e. software-based) and human expert auditing to detect compliance failures for websites, mobile applications, PDFs, and other digital assets. We evaluate their accessibility against evolving web content accessibility guidelines (currently WCAG 2.1) and offer the solutions below. In both cases, we will deliver you a website that has been audited and remediated for substantial compliance with current standards.

Option 1 – Our team of human expert auditors performs manual compliance testing of your existing website using

screen reader software and keyboard shortcuts. This testing method best simulates the actual conditions a user with disabilities experiences when visiting your site and is therefore the most reliable gauge of its real-world accessibility. Our remediation team uses the resulting audit report to make all relevant fixes to your existing site via its source code. We then re-submit the fixed pages for round two of human auditing and a corresponding second round of corrections. This is to ensure all failures have been addressed and that no new ones were created in the process.

Throughout the process and afterward, you will receive quarterly technological audit reports that identify all errors that software can detect. Please note that software-based reports alone cannot identify 100% of accessibility failures; at best, they can uncover about one-third of them. As such, your technological reports are intended only as a general diagnostic of your site's ongoing compliance health – not as a measure of your website's overall accessibility.

Option 2 – Our team will migrate your existing site to an accessible and compliant theme built and maintained by ADASC. Rizzetta & Company will continue to host and provide backup for your site. Post-migration, our audit and design teams will employ best efforts to ensure that your new website is substantially compliant with current standards. By building a new site on an accessible and compliant theme, we avoid the significant preparation and testing costs associated with Option 1. This is reflected in the price difference between the two options.

Scope of Work & Deliverables

Contractor shall provide the following services/deliverables for Client and its site, www.panthertrailsccd.org:

Technological & Human Expert Auditing (Option 1 only)

- customized software-based and human expert auditing of the entire web domain
- detailed audit reports including the precise location in the code of each failure, a description of the error, a picture for visual context, and a suggested remediation step

Site Migration (Option 2 only)

- Contractor will migrate the content of Client's existing website to one built on Contractor's own themes that are known to be accessible and compliant with WCAG 2.1 standards
- content may include, but is not limited to, pictures, text, tables, video files, and forms
- some existing functionality/content, including that provided by third-party vendors, may be impossible to migrate "as is" from the existing site to the new one, in which case another solution may be required
- review by Contractor's technical team leaders of the migrated site for quality assurance

PDF Auditing & Remediation (if applicable)

- Contractor will deliver fully accessible PDFs to Client
- document types may include, but are not limited to, meeting agendas, minutes, and budgets
- this service is not automatically included with either migration or auditing/remediation
- per-page pricing is included in the Fee Schedule section of this SOW

Customized Accessibility Policy & Compliance Shield (Options 1 & 2)

- indication of Client's active engagement with recognized experts in the field of website accessibility and compliance; the deliverable is uploaded to the footer of Client's website and acts as a deterrent to litigation from trolling plaintiffs and/or attorneys
- statement of Client's specific ongoing strides toward compliance with current WCAG standards – to be posted on the website (links to ADA Compliance Shield)
- alternate contact info for users to report inaccessible areas of Client's website and to request assistance – to be posted on the website (links to ADA Compliance Shield)

Technical Support (Options 1 & 2)

- available to Client and/or its developers via email, phone, video, and (where feasible) in-person contact

Fee Schedule

Option 1:

\$5,900 (year one) – auditing and remediation of the current Panther Trails CDD website

\$1,500 (annually) – to ensure continued accessibility and compliance

\$2.90 per page – PDF human expert auditing and remediation

\$190 per hour – additional consulting beyond two hours (e.g. adding new site content, editing existing content)

Option 2:

\$3,900 (year one) – migration of the current website to a new site built on ADA-compliant themes

\$900 (annually) – to ensure continued accessibility and compliance

\$2.90 per page – PDF human expert auditing and remediation

\$190 per hour – additional consulting beyond two hours (e.g. adding new site content, editing existing content)

The above pricing reflects a **20% discount** based on Client's contract with Egis Insurance and Risk Advisors. One-half (50%) of the year-one fee for services is due at the time of the Agreement's signing, with the balance due upon Client's acceptance of the final deliverables.

The annual fee, to be paid one (1) year after the execution date of this SOW, includes Client's continued use of Contractor's Compliance Shield and Accessibility Policy; updates made to the Accessibility Policy to reflect changing standards and laws; quarterly technological auditing and reporting, and continued consulting.

Completion Criteria

Contractor will make all reasonable efforts to complete human expert auditing in an expeditious way. The process of migrating, auditing, and remediating website-based content is time-intensive and typically takes between thirty (30) and forty-five (45) days, per round, to complete. This excludes any time needed to remediate the identified failures and to validate their corrections. The total completion time for multiple rounds of human expert auditing may be three (3) to six (6) months in all. For sites of significant complexity, this term may be longer.

Contractor shall have fulfilled its obligations to Client when either of the following occurs:

- Contractor provides Client all deliverables above, and Client accepts these without unreasonable objections. If Contractor receives no response within seven (7) business days of delivery, this shall be deemed acceptance.
- Contractor and/or Client may cancel services not yet provided within sixty (60) business days with advance written notice to the other party.

Signatures

In witness whereof, the Parties have, by their duly authorized representatives, executed this SOW as of the date first set forth above.

ADA SITE COMPLIANCE, LLC

By: _____

Name: _____

Title: _____

PANTHER TRAILS CDD

By: _____

Name: _____

Title: _____

Tab 2

I wanted to take a moment to tell you about myself and why I feel that I would be the best candidate to serve on the CDD Board.

Professional Career:

I am a Corporate Claims Trainer for The General and have been in the auto insurance industry for 18 years. Within the 18 years I have held various positions such as; inside claims adjuster, outside field adjuster and field auto damage appraiser and claims trainer. Being out in the field (public eye) and representing the companies I've work for, one must be held to a higher standard. This career path requires an individual to have ethics and integrity when working with the public and when handling their auto claims. I have held my 620 Adjuster License since 1999 without any infractions or inquiries.

Personal:

I am a single parent with two young men, ages 27 and 16. My significant other is the new Neighborhood Watch Coordinator. I have been in the Big Brothers/Big Sister's Program twice. The first time I was 18 and had the same little sister until I was 21 and it ended when she moved to Mexico. I later joined the program again in 2012 and was an active member for a year. I am not an active member currently but I have kept in contact with the same little sister and see her and her family regularly for the past 6 years.

Carriage Pointe Community:

- ❖ Member of the Carriage Pointe Community since 2012
- ❖ Served as Co-Chair on the ACC
- ❖ Volunteered for CP community involvement
- ❖ Regularly attend the HOA meetings and a few of the CDD
- ❖ Will be assisting the Neighborhood Watch Coordinator
- ❖ Maintain my property to ensure meeting HOA by-laws
- ❖ Newly appointed to the HOA Board (Director)

While serving as Co-Chair on the ACC, I had the chance to review our process and see where some changes can be made to improve on the existing. I am hoping with guidance, some changes can be made.

Our community has improved drastically since I have moved in. The changes with the community have definitely been moving towards a positive direction and I would like to be a part of that.

I love my community and only have good intentions on making it better with the help of others. Please allow me to serve on the CDD Board.

If you should need references, I believe anyone on the boards (HOA/CDD/ACC/Violations) would support me and feel that I would be an asset to join the CDD Board.

Thank you,

Dawn Marchese

JACQUALYN SUZANNE NELSON
8124 Harwich Port Lane
Gibsonton, FL 33534

Public Trust Security Clearance

OBJECTIVE

Serve in a management position with dynamic and challenging opportunities performing meaningful work.

OVERVIEW

Accomplished leader with diverse experience in the public sector. Expert competency of organizational, program analysis, and adjudicative techniques for delivering solutions to complex problems, ensuring efficiency. Proactive communicator inspiring collaboration in high-stress situations and fostering a positive environment.

QUALIFICATIONS AND SUMMARY OF EXPERTISE

- Five years of progressive administrative experience in social programs and the public sector.
 - Strong leadership skills with experience serving in various capacities of mentoring, leading, and training.
 - Fundraising and financial management experience, including monitoring and resolving grant accounts.
 - Strong communication skills with experience in conducting presentations for education and training.
 - Knowledge of business management, collaborative and negotiation skills, public finance, grant development and allocations, and organizational structure.
 - Excellent logical and deductive reasoning skills with the ability to quickly make decisions.
-

PROFESSIONAL EXPERIENCE

DISABILITY DETERMINATION SERVICES

2016-CURRENT **FL DEPT OF HEALTH, Master Adjudicator**, Tampa, FL

2013-2016 **CO DEPT OF HUMAN SERVICES, Medical Disability Examiner III**, Aurora, CO

GS-11/13 Equivalent

- Provide support to clients through minimizing delays in services and providing detailed explanations of program requirements and benefits.
- Assist clients in understanding and mobilizing resources and strategies for program needs and gather or exchange necessary information in accordance with Privacy Act and Health Insurance Portability and Accountability Act (HIPAA) regulations.
- Offer help to clients with paperwork during the application process and dedicate time to serving their needs during the development and determination stages of their cases.
- Respond to inquiries and provide information, guidance, and assistance with information release approval.
- Assist clients in using their insight in taking action and accountability for their file, based on program requirements.
- Conduct initial assessment of clients to identify medical and non-medical issues.
- Contact eligible clients to explain the program process and obtain necessary information.
- Interact with clients routinely, both over the phone and in face-to-face interviews.
- Work alongside service providers and other agencies to facilitate case coordination.
- Consult with medical professionals throughout the client's continuum of care
- Provide support and take precautionary action to reduce or eliminate high-risk behaviors, and when necessary take steps to intervene.
- Ensure that client has access to all information regarding their case, including medical and non-medical services and benefits.
- Compile and submit all documentation on assigned cases via the program's system record and provide updates on cases as required.
- Expert experience in medical records review and analysis for the purpose of identifying possible medical disabilities and reviewing corresponding evidence to determine eligibility for disability benefits.

- Knowledgeable in medical terms, findings, causes of disease or injury, treatment methods and probable effect of treatment.
- Review treatment plans focused on behavioral interventions and evaluate impact based on improvement of quality of life and reduction of chronic disease.
- Plan and conduct a broad range of inspection assignments, requiring integrated analysis of many different documents, case files, and information systems as well as management programs, systems, and operations.
- Review, develop, examine, investigate, adjudicate and authorize complex medical claims for disability programs.
- Advanced training in assessing conditions in all body systems, and special expert in respiratory and mental health conditions.
- Identify possible fraudulent claims and refer them to a collaborative investigative unit for further review.
- Conduct quality reviews of medical claim decisions.
- Provide training through presentations of caseload management techniques, knowledge of claims analysis and adjudication.
- Mentor and assist in training new case managers and adjudicators.
- Fulfill supervisory and management duties while direct manager is out of the office.
- Understand and interpret applicable federal laws, regulations, policies, precedents and other criteria.
- Prepare comprehensive written technical reports, present findings and recommendations for review and examination.
- Knowledge of analytical, evaluative, and adjudicative methods and techniques.
- Compile, reconcile, develop and summarize all records.
- Evaluate vocational profiles and acquired skills to determine relevant employment opportunities.
- Contributed to the design and implementation of a new caseload management technique to improve processing time.
- Conducted presentations to staff for updated program requirements and other training opportunities.
- Assisted in mentoring and training of employees.
- Participated in an initial program determine and develop improved performance plans and contributed in the redesign of production standards.

IDAHO STATE UNIVERSITY

2010-2013 **Nuclear Engineering Department, Executive and Research Assistant**, Pocatello, ID

- Developed and reviewed grant applications for submission.
- Managed and reconciled grant, research, facility, and travel accounts.
- Created and made presentations for key stakeholders and facilitated the donations process.
- Compiled and reviewed research reports, including projects and accounting aspects.
- Managed all travel requirements and reimbursement claims.
- Assisted in managing all staff and research students.
- Contributing member to the establishment of a new research facility the Nuclear Engineering Department during a time of expansion.
- Managed all safety records and ensured compliance to required protocol.
- Initiating member of the "Career Closet" at Idaho State University, a service for individuals requiring assistance in acquiring resume building skills and interview tactics, as well as providing appropriate interview attire.
- Active in promoting the program, including facilitating fundraisers and presentations to solicit support from the community.

EDUCATION

University of Colorado, Denver, CO - Master of Public Administration 5/2018 GPA: **3.64**

- **Nonprofit Management track**

Idaho State University, Pocatello, ID - Bachelor's Degree (Political Science, Pre-Law) 05/2012, **GPA: 3.4**

- Minor in Philosophy and Ethics

Coursework: State and Local Government; Constitutional Law; Comparative Politics; Political Philosophy; Ethics and Philosophy of Law; Bureaucratic Structure and Organizational Theory; Advanced Sociological Methods; Negotiation and Conflict Resolution; Economics and Public Finance; Nonprofit Financial Management; Fundraising

and Financial Resource Development; Policy Process and Democracy; Collaboration Across Sectors; Social Entrepreneurship; and Public Service Leadership.

Florida State College, Jacksonville, FL - Associates Degree (Computer Science) 05/2008

AFFILIATIONS

Phi Theta Kappa – National Honors Society

Sigma Kappa Delta – National English Honors Society

Phi Kappa Phi – National Honors Society

Pi Alpha Alpha – National Honors Society for Public Affairs and Administration

Previous Treasurer – Veterans Club and Sanctuary, Idaho State University

Previous Recruiting and Public Relations Officer – Women’s Rugby Club, Idaho State University

Previous Treasurer and Events Coordinator – Law Club, Idaho State University

ADDITIONAL INFORMATION

- Specialist in behavioral and psychological chronic conditions.
- Thrice awarded Certificate of Appreciation from the Cooperative Disability Investigation Unit, Office of Inspector General, for efforts in recognizing and referring possible fraudulent disability claims for further investigation, which has contributed to reducing fraud, waste, and abuse.
- Awarded for overall work efforts as a Disability Examiner, including accuracy, expediency, and production.
- Awarded Certificate of Appreciation for excellent quality of work.
- Recognized as a ‘peak performer’ for efforts in the disability services program.
- Proficient in SPSS and expert experience in all Microsoft Office programs.
- Excellent phone etiquette and spoken/written communication.
- Experience in preparing annual budget planning and grant writing for a small, Pennsylvania-based nonprofit.
- Knowledge and understanding of requirements and operations of DoD or Department of Navy (DON) Wounded Warrior initiatives, implementing congressionally and DoD mandated requirements.
- Knowledge of Federal and agency regulations; knowledge of the specific organization’s programs and missions, as well as knowledge of pertinent laws, regulations, and policies related to program/operations area to consider their impact on programs.
- Knowledge of and skill in qualitative and quantitative methods for the assessment and improvement of program effectiveness and the improvement of complex management processes and systems, which have impact on goals and objectives.
- Ability to manage several major projects concurrently, each of which require multiple tasks across many different levels.
- Ability to clearly and concisely prepare, present, discuss and defend issues, findings and recommendations.
- Ability to work effectively on a team.
- Ability to work in a stressful environment on time sensitive issues.

REFERENCES

- | | |
|---|---------------------------------|
| • Monica Swanson – Supervisor, FL Dept. of Health DDS | (813) 806-8950 ext. 8035 |
| • Robert Wismer – Current Colleague, FL Dept. of Health DDS | (813) 806-8950 ext. 8163 |
| • Richard Burk – Previous Supervisor, CO Dept. of Human Services DDS | (303) 752-5631 |
| • Dr. Mark Suyeishi – Former Colleague, CO Dept. of Human Services DDS | (303) 752-5669 |

DANIEL J. SMITH II
Tampa, FL 33616
danielsmith@itsdanielsmith.com
<https://www.linkedin.com/in/danielsmithii>

PROFESSIONAL SUMMARY

Aspiring Multimedia Manager and Military Veteran with a Secret Security Clearance and 12 years of proven experience designing public and media relation campaigns designed to secure and expand strategic business relationships. Directed external | internal supervision for over 200 personnel conducting installation security for 6 organizations and a population of 20,000+. Coordinated department activities, special projects, and ensured all objectives and expectations of senior leadership were achieved. Possess a comprehensive background in managing | supervising security incident responses, collaboration with multiple law enforcement agencies, and promotion of organizations image and initiatives derived from conducting domestic and global operations. Possess extensive knowledge in public relations, operations management, process improvement, and security management. Recipient of multiple awards for outstanding performance and professionalism in the United States Air Force. Career supported by a Master of Arts in Public Relations and a Bachelor of Arts in Entertainment Business.

- | | | |
|----------------------------|----------------------------|--------------------------------|
| • Public Relation Planning | • Program Management | • Project Management |
| • Brand Management | • Training and Development | • Oral Written Communication |
| • Staff Development | • Policy Implementation | • Media Relations Management |

EDUCATION

Master of Arts in Public Relations | Full Sail University, Winter Park, FL
Bachelor of Arts in Entertainment Business | Full Sail University, Winter Park, FL
Associate of Science in Criminal Justice | Community College of the Air Force, Montgomery, AL

PROFESSIONAL EXPERIENCE

United States Air Force – Various Locations	2013 – Present
Installation Security Supervisor	

- Provided oversight for setup of on-scene command for major accidents, emergencies, and directed security control for incidents requiring a response of armed | unarmed security forces
- Ensured organization adhered to all local, state, federal criminal and traffic laws on military installations
- Responded rapidly to all alarm activations and 911 emergency calls as part of a 15-man Senior Security Force

Entry Controller	2010 – 2013
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- Monitored, noted, reported, and investigated suspicious persons and situations, safety hazards, and unusual | illegal activities in assigned patrol areas
- Rendered aid to accident victims, passengers, and multiple individuals requiring first aid for physical injuries
- Identify, pursue, and arrest suspects and perpetrators of criminal acts

Information Management Officer	2011
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- Spearheaded new Military Patrol desk base station antenna installation to help increase Security Forces (SECFOR) departments command and control capabilities to create 100% communications coverage
- Initiated 222 Provost Marshall Office work orders with IIT; detailed reporting ensured resolution of computer related deficiencies
- Maintained 100% accountability for \$2.5M in Information Management System Equipment which supported 7 organizations and sustained operational readiness

Response Force Manager

2007 – 2011

- Planned and administered immediate response to neutralize threats to alert aircraft areas and air refueling assets valued at over \$1B
- Produced security planning and armed security for over 10,000 personnel assigned to United States Central Command and United States Special Operations Command
- Sustained mobile deterrent throughout a 9,600 square -mile missile complex encompassing 3 states; deterred threats and prevented security breaches

CERTIFICATIONS

Advanced Leadership and Management Development Course

NOTABLE AWARDS

Army Commendation Medal

Army Achievement Medal

TECHNICAL SKILLS

Software: Microsoft Office, SharePoint

Operating Systems: Mac | Microsoft Windows



A recently medically retired veteran from the United States Air Force after serving 12 years and 5 months on Active Duty. He served on various deployment missions including Operation Enduring Freedom and Operation New Dawn. He currently serves on the International, Regional, State and local level for Phi Beta Sigma Fraternity, Inc. He's the Current Southern Regional Director of Collegiate Affairs and also serves as the Chapter President for the Gamma Eta Sigma Chapter here in Tampa, FL. Daniel received his Associates in Criminal Justice, Bachelors in Entertainment Business and Master's in Public Relations from Full Sail University. He's a proud father and Husband and lives by the personal motto of "Be Better than Successful... BE SIGNIFICANT"

Tab 3

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 special meeting of the Board of Supervisors of the Panther Trails Community Development District was held on **Monday, November 19, 2018 at 6:01 p.m.** at the Carriage Pointe Clubhouse, located at 11796 Ekker Road, Gibsonton, FL 33534.

Present and constituting a quorum:

Carrie Macsuga
Jennifer Murray
Judy Mitchell

Board Supervisor, Chairman
Board Supervisors, Vice Chairman
Board Supervisor, Assistant Secretary

Also present were:

Greg Cox
Jordan Lansford
Scott Steady
Helena Teixeira
Scott Brizendine

District Manager, Rizzetta & Co., Inc.
District Manager, Rizzetta & Co., Inc.
District Counsel, Burr Forman
Amenities Manager
Manager District Services, Rizzetta & Company, Inc.
Representative, MBS Capital Markets, LLC
(via. conf. call)
Representative, Greenberg Traurig, P.A.
(via. conf. call)

Robbie Cox

Representative, MBS Capital Markets, LLC
(via. conf. call)

Stephen Sanford

Representative, Greenberg Traurig, P.A.
(via. conf. call)

Audience

Present

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

No audience comments.

THIRD ORDER OF BUSINESS

Bond Update

Mr. Robbie Cox with MBS Capital Markets provided a bond refinancing update to the Board.

Mr. Brizendine explained the refinancing process and a presented the Special Assessment Methodology to the Board.

FOURTH ORDER OF BUSINESS

**Public Hearing on Adoption of
Special Assessments**

Mr. Steady provided an introduction of process to the Board and the audience asked the Board for a motion to open the public hearing.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors opened the Public Hearing for the Panther Trails Community Development District.

FIFTH ORDER OF BUSINESS

**Determination of Levying Special
Assessments**

Mr. Steady explained the process of levying special assessments for the Bond refinancing and requested a motion from the Board to authorize proceeding with levying special assessments.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved levying special assessments, for the Panther Trails Community Development District.

SIXTH ORDER OF BUSINESS

**Meet as an Equalizing Board to Hear
and Consider Complaints**

The Board, at District Counsel's direction, formally met as an Equalization Board and it was determined that due to the nature of the refinancing, no equalizing was required and there were no complaints presented.

The Board approve to close the public hearing.

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

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-05;
Levying Special Assessments**

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board adopted Resolution 2019-05; Levying Special Assessments, for the Panther Trails Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Bond Counsel
Engagement Letter**

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board approved the Bond Counsel Engagement Letter for Greenberg Traurig, P.A., for the Panther Trails Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2019-03;
Bond Delegation**

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board unanimously adopted Resolution 2019-03; Bond Delegation, for the Panther Trails Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-04;
Amend Fiscal Year 2017-2018 Budget**

Mr. Cox presented and explained Resolution 2019-04 which amends the Budget for Fiscal Year 2017-2018.

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board unanimously adopted Resolution 2019-04; Amend Fiscal Year 2017-2018 Budget, for the Panther Trails Community Development District.

ELEVENTH ORDER OF BUSINESS

**Board Declaration of Vacancy for
Seats #1 and #3**

On a Motion by Ms. Macsuga, seconded by Ms. Mitchell, with all in favor, the Board unanimously declared Board Supervisor Seats #1 and #3 both with terms of 2018-2022 vacant as of November 20, 2018, for the Panther Trails Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Ms. Macsuga requested the meeting agenda be provided to Ms. Teixeira so she can post it to Nextdoor social media.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors adjourned the meeting at 6:42 p.m. for the Panther Trails Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 4

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**PANTHER TRAILS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Panther Trails Community Development District was held on **Thursday, December 13, 2018 at 5:31 p.m.** at the Carriage Pointe Clubhouse, located at 11796 Ekker Road, Gibsonton, FL 33534.

Present and constituting a quorum:

Carrie Macsuga
Jennifer Murray
Willie Lemons

Board Supervisor, Chairman
Board Supervisors, Vice Chairman
Board Supervisor, Assistant Secretary

Also present were:

Greg Cox
Scott Steady
Helena Teixeira
John Toborg
Scott Brizendine

District Manager, Rizzetta & Co., Inc.
District Counsel, Burr Forman
Amenities Manager
Field Services Manager, Rizzetta & Co., Inc.
Manager, District Financial Services
Rizzetta & Company, Inc.
Representative, MBS Capital Markets, LLC

Robbie Cox
Audience

Present

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

**Administer Oath of Office to
Newly Elected Supervisors**

Mr. Cox, a notary public in the State of Florida, administered the Oath of Office to Ms. Carrie Macsuga who was recently re-elected during the November General Elections.

THIRD ORDER OF BUSINESS

Audience Comments

No audience comments.

FOURTH ORDER OF BUSINESS

Bond Update

The Board received an update from Mr. Steady regarding the status of the Series 2011 Bond Refunding with the issuance of 18 A-1 and Series A-2 Refunding Bonds.

FIFTH ORDER OF BUSINESS

Presentation of Special Assessment Allocation Report

Mr. Brizendine, with Rizzetta, and Mr. Robbie Cox, with MBS Capital Markets, presented the Special Assessment Allocation Report regarding the refunding bonds.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2019-08; Adjusting Special Assessments

Mr. Steady presented Resolution 2019-08, Adjusting Special Assessments, and explained an amendment to the Resolution that was in the process of being made in Section 2. The Board adopted Resolution 2019-08, as amended

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors adopted Resolution 2019-08; Adjusting Special Assessments as amended, for the Panther Trails Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Inspection Report

Mr. Toborg presented his latest Field Inspection Report and explained the difference between two proposals for installing sod in a median that had been damaged by a vehicle. Mr. Cox indicated that he will continue to pursue an insurance claim regarding the vehicle that did the damage.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of Supervisors approved a Sunrise Landcare proposal for \$6,999 to re-sod the Ekker Road median, for the Panther Trails Community Development District.

The Board discussed several other landscaping proposals from Sunrise and directed Mr. Cox to take care of some of them and for Mr. Toborg to have others revised. The Board discussed their level of dissatisfaction with Sunrise's performance and requested that Mr. Cox correspond with Sunrise regarding landscape

84 maintenance, poor communication, timely proposals, attendance at meetings and
85 general administration.

86
87 The Board requested that staff initiate the development of a new bid package for
88 landscape and irrigation services to bring back to the Board at the January meeting.

89
90 **EIGHTH ORDER OF BUSINESS**

91 **Consideration of the Minutes of the**
92 **Board of Supervisors' Regular**
93 **Meeting held on October 11, 2018**

94 Mr. Cox presented the October 11, 2018 Board of Supervisor meeting minutes.
95

96 On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of
97 Supervisors approved the August 9, 2018 minutes of the Board of Supervisors' regular
98 meeting, as presented, for the Panther Trails Community Development District.
99

100
101 **NINTH ORDER OF BUSINESS**

102 **Consideration of the Operation &**
103 **Maintenance Expenditures for**
September & October 2018

104 Mr. Cox presented the Operation and Maintenance expenditures for September
105 2018 and October 2018 for Board ratification.
106

107 On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board of
108 Supervisors ratified the payment of Operations & Maintenance Expenditures for
109 September 2018 (\$108,252.17) and October 2018 (\$55,724.45) for the Panther Trails
110 Community Development District.
111

112
113 **TENTH ORDER OF BUSINESS**

114 **Public Hearing on Facility Policies &**
115 **Rates**

116 Mr. Cox explained that the Board was considering policy changes that required
117 a public hearing. He explained the proposed rule change involving use of alcohol in
the clubhouse as well as the addition of the rental rate changes.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board
opened the Public Hearing on Facility Policies & Rates, for the Panther Trails Community
Development District.

Ms. Dawn Marcasi provided her comments to the Board regarding the proposed
changes and that she was in opposition to the one that allowed the use of alcohol in
the Clubhouse and expressed concerns regarding what impact the change would have
on the District's insurance rates.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board closed the Public Hearing on Facility Policies & Rates, for the Panther Trails Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-06;
Facility Rules & Rates**

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board unanimously adopted Resolution 2019-06; Facility Rules & Rates, for the Panther Trails Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2019-09;
Declare Vacant Seats**

Mr. Cox presented Resolution 2019-09, Declaring Seats 1 and 3 as vacant.

On a Motion by Ms. Macsuga, seconded by Mr. Lemons, with all in favor, the Board unanimously adopted Resolution 2019-09; Declare Vacant Seats 1 and 3, for the Panther Trails Community Development District.

The Board discussed the process for appointing qualified residents to Seats 1 and 3 and requested that Mr. Cox provide Helena with a notice to the residents regarding how to submit their interest to the Board for being appointed.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-07;
Designating Officers**

Mr. Cox presented Resolution 2019-07, Designation of Officers and explained its purpose and content. Ms. Murray nominated Ms. Macsuga as Chairman and no other nominations were made. Ms. Macsuga nominated Ms. Murray as Vice-Chairman and no other nominations were made. Mr. Cox explained the remaining Board Supervisors along with himself and Ms. Angel Montagna, with Rizzetta, would be appointed as Assistant Secretaries.

On a motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board adopted Resolution 2019-07; Designating Officers, for the Panther Trails Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports (Continued)

A. Aquatic Report

The Board reviewed the monthly pond maintenance report from Aquatic Systems and requested more information regarding the final status of pond #14 regarding the smell coming from it.

B. District Counsel

Mr. Steady presented a draft lease document for the Board's consideration for the lease of office space to the HOA.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board approved the HOA Lease in draft form, for the Panther Trails Community Development District.

Mr. Cox provided a presentation package / proposal to the Board regarding Website ADA compliance and explained that it will be on the next agenda for an additional presentation and proposal consideration.

C. District Engineer

Not present. The Board requested that the District Engineer examine the Clubhouse wall to determine what steps are needed to make repairs to the water intrusion.

D. Clubhouse Manager

Ms. Teixeira presented the October & November Clubhouse Operations reports to the Board.

E. District Manager

Mr. Cox noted that the next Board meeting was scheduled for January 10, 2019 and the one after that was on February 14, 2019. The Board chose to meet in January asked staff to tentatively plan to cancel the February meeting.

Mr. Cox reviewed the action item list with the Board. Mr. Cox provided a financial update to the Board.

Mr. Cox presented the Dissemination Agreement to the Board.

On a Motion by Ms. Macsuga, seconded by Ms. Murray, with all in favor, the Board approved the Dissemination Agreement, for the Panther Trails Community Development District.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

SIXTEENTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Ms. Murray, seconded by Ms. Macsuga, with all in favor, the Board of Supervisors adjourned the meeting at 7:41 p.m. for the Panther Trails Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 5

PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures November 2018 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2018 through November 1, 2018. This does not include expenditures previously approved by the Board.

The total items being presented: **\$96,219.20**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

Panther Trails Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2018 Through November 1, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001973	0000426980	Monthly Lake and Wetland Svcs - 11/18	\$ 1,373.00
Aquatic Systems, Inc.	001973	0000428501	Lake Assessment Site 7 11/18	\$ 1,388.00
Blake Wanecski dba Poop 911	001963	2438062	9 Stations Emptied 10/18	\$ 213.52
Blake Wanecski dba Poop 911	001963	2438063	6 Waste Stations Replaced 10/18	\$ 630.00
BOCC	001960	6919533420 10/18	11796 Ekker Rd and Lift Station 10/18	\$ 438.72
Bright House Networks	001945	040845301102018	Clubhouse Phone/Internet/Cable 11/18	\$ 329.47
Cardno, Inc.	001951	510985	Professional Services through 10/19/18	\$ 260.00
Clean Sweep Supply Co., Inc.	001952	00201968	Janitorial Supplies 10/18	\$ 22.95
Clean Sweep Supply Co., Inc.	001974	00202056	Janitorial Supplies 10/18	\$ 96.85
Clean Sweep Supply Co., Inc.	001974	00202196	Janitorial Supplies 11/18	\$ 152.65
DAD Services	001975	1991	Repairs 10/18	\$ 573.23
DCSI, Inc.	001953	24672	Monitoring Services - Quarterly Invoice	\$ 74.97
Doug Belden, Tax Collector	001961	A0513650670-11/18	Ad Valorem Taxes - Lot 1 Block F 11/18	\$ 662.02
Dragonfly Home Services	001954	10.12.18	Clubhouse Cleaning 10/01/18-10/08/18	\$ 245.00
Dragonfly Home Services	001954	10.26.18	Clubhouse Cleaning 10/15/18-10/22/18	\$ 245.00
Dragonfly Home Services	001976	11.09.2018	Clubhouse Cleaning 11/218-11/9/18	\$ 245.00
Dragonfly Home Services	001976	11.23.18	Clubhouse Cleaning 11/12/18-11/19/18	\$ 245.00
Florida Department of Revenue	001959	Sales Tax 10/18	Sales & Use Tax 10/18	\$ 13.08
Hancock Bank	001967	31386	S/A Trustee Fee 05/02/18-11/01/18	\$ 1,750.00
NVirotec Pest Control Services, Inc.	001946	160577	Acct# 6967 Pest Control 10/18	\$ 72.00
Office Dynamics	001977	00027505	Books Copied and Bound 11/18	\$ 39.42
Panther Trails CDD	001982	112818 S2011	Debt Service Payment for S2011	\$ 8,559.89
Panther Trails CDD	001983	112818 S2015	Debt Service Payment for S2015	\$ 14,116.63
Panther Trails CDD	001984	112818 S2016	Debt Service Payment for S2016	\$ 8,905.88
Peter's Pressure Washing	001962	1184	Community Side Walk Deep Cleaning 10/18	\$ 5,427.42
PNC Equipment Finance	001950	233591	Equipment Lease - Golf Cart 11/18	\$ 199.00
PNC Equipment Finance	001978	265236	Equipment Lease - Golf Cart 11/18	\$ 199.00

Panther Trails Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2018 Through November 1, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services of Florida, LP	001955	0696-000761463	Disposal Service 11/18	\$ 222.01
Ricky DeBoliac	001958	Deboliac 082518	Off Duty Deputy	\$ 60.00
Rizzetta & Company, Inc	001947	INV0000036040	District Management Fees 11/18	\$ 4,841.67
Rizzetta & Company, Inc	001964	INV0000036096	Mass Mailing 10/18	\$ 1,134.09
Rizzetta Amenity Services, Inc.	001956	INV00000000005495	Amenity - Additional Deposit 10/18	\$ 1,240.01
Rizzetta Amenity Services, Inc.	001965	INV00000000005503	Amenity Management & Bi-Weekly Payroll 11/18	\$ 5,634.67
Rizzetta Amenity Services, Inc.	001969	INV00000000005560	EE Recruiting	\$ 65.75
Rizzetta Amenity Services, Inc.	001979	INV00000000005590	Actual Bi-Weekly Payroll & Employee Ins Reim 11/18	\$ 3,815.92
Rizzetta Amenity Services, Inc.	001969	RET000000022	Credit to Invoice INV00000000005560	\$ (65.75)
Rizzetta Technology Services, LLC	001948	INV0000003862	Website Hosting Services 11/18	\$ 100.00
Stephen Andrews	001972	188	Monthly Pool Maintenance 11/18	\$ 1,100.00
Sunrise Landcare	001949	104189	Fertilizer/Pest Control - Ekker & Symmes 09/18	\$ 1,300.00
Sunrise Landcare	001957	104190	Fertilizer/Pest Control 09/18	\$ 959.00
Sunrise Landcare	001980	104280	Ekker & Symmes Grounds Maintenance 11/18	\$ 3,699.00
Sunrise Landcare	001980	104281	Ground Maintenance- Per Contract 11/18	\$ 2,072.66
Sunrise Landcare	001980	104357	Bush Hog- Feb, May, Aug, Nov, 2018	\$ 1,800.00
Susan Cali	001968	121418CARR	Holiday Train and Santa 12/14/18	\$ 1,525.00
Tampa Electric Company	001970	Summary Bill 10/18	Summary Bill 10/18	\$ 10,740.72
The Park Catalog	001966	Q10.37830	Metal Trash Receptable, and Park Bench	\$ 1,483.00
Times Publishing Company	001971	700493-102218	Legal Advertising AD#700493 10/22/18	\$ 3,756.00
Times Publishing Company	001971	700493-102918	Legal Advertising AD#700493 10/29/18	\$ 3,752.00
Times Publishing Company	001971	706291-11/08/18	Legal Advertising AD#706291-11/8/18	\$ 131.75
Times Publishing Company	001981	706306-11/09/18	Legal Advertising AD#706306-11/09/18	\$ 374.00
Report Total				<u>\$ 96,219.20</u>

Tab 6

Aquatic Systems, Inc.
LAKE & WETLAND MANAGEMENT SERVICES



Panther Trails CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled - Monthly

Inspection Date: 12/31/2018

Prepared for:

Mr. Greg Cox, District Manager

Rizzetta & Company

12750 Citrus Park Lane, Suite #115

Tampa, Florida 33625

Prepared by:

Logan Bell, Account Representative/Biologist

Aquatic Systems, Inc. – Sun City Field Office

Corporate Headquarters

2100 N.W. 33rd Street, Pompano Beach, FL 33069

1-800-432-4302

Site: 1



Comments: Site looks good

During our recent visit on 12/24/18 the new development of Cattails within the Bull Rush was treated and had displayed positive results as of inspection date. Native aquatic vegetation remains healthy and thriving within the littoral shelf.

Site: 2



Comments: Site looks good

Pond #2 looked great during inspection with healthy native aquatic plants along the perimeter and within the littoral shelf.

Site: 3



Comments: Normal growth observed

Pond #3 was identified with minor development of filamentous algae along the perimeter, which will be targeted during our upcoming maintenance visits. Native aquatic vegetation remains healthy and thriving along the perimeter.

Site: 4



Comments: Normal growth observed

Pond #4 was identified with filamentous algae development, which will be targeted during our upcoming maintenance visits. Submersed Slender Spikerush was identified along the shallow perimeter, which will be targeted during our upcoming visits.

Site: 5



Comments: Site looks good

Pond #5 was targeted for shoreline weed development on 12/24/18 and had displayed positive results as of inspection. Native Duck Potato remains healthy and thriving.

Site: 6



Comments: Site looks good

Pond #6 looked good during inspection. No algae or invasive weeds were present during inspection.

Site: 10



Comments: Site looks good

No issues were observed within Pond #10 during inspection. Shoreline weeds were targeted during our recent visit on 12/24/18 and have displayed positive results during inspection.

Site: 11



Comments: Site looks good

Pond #11 looked good during inspection.

Site: 12



Comments: Normal growth observed

Minor shoreline weeds identified along the perimeter, which will be targeted during our upcoming maintenance visits. Native Duck Potato, Pickerelweed, and Gulf Spikerush remains healthy and thriving along the perimeter of Pond #12.

Site: 15



Comments: Normal growth observed

Pond #15 was treated during our recent visit on 12/24/18 targeting shoreline weeds, which had displayed positive results during inspection. Minor floating Salvinia identified within some of the beneficial plants along the perimeter.

Management Summary

Overall, the ponds within the Panther Trails CDD continue to display positive results following routine maintenance visits targeting invasive weeds, algae, and submersed vegetation. Development of plants and algae are becoming slowed due to the overall cooler weather moving down across the country. Pond #1 was treated during our recent visit on 12/24/18 targeting new development of Cattails, which had displayed positive results identified during inspection. Ponds #3 and #4 were identified with minor algae development along the perimeter, which will require treatment to be performed during our upcoming maintenance visits. Pond #15 was identified with minor floating Salvinia, which was located within some of the native plants along the perimeter and will be treated during our upcoming visits.

Nutrients are needed by plants and animals. In healthy lakes, nutrients are needed for the growth of algae that form the base of the food chain supporting the entire aquatic ecosystem. Too little or too much of some nutrients can lead to recurring problems. When a lake accumulates high levels of Phosphorus that cannot be broken down fast enough, those living close to the shore will notice some or all of these symptoms: Algal blooms, Shoreline odors, poor water clarity, or stressed or dying fish. Pond #4 was identified with some of these recurring instances. Lake assessment testing would provide data to identify the underlying issues causing the algal blooms and poor water clarity. Re-treatment will be performed during our upcoming maintenance visits, but the development of algae and submersed weeds are expected to return.

Algae is a typical, but unwanted part of our storm water retention systems. It is a natural part of the ecosystem that grows in nearly every water body creating food, habitat, oxygen, and absorbing and synthesizing nutrients and minerals. Eventually a problem may arise in that Algae is so adapted at assimilating these nutrients that a "bloom" may occur once waters reach a eutrophic state. Nutrient build up is a common issue in storm water ponds becoming the last place fertilizers, soaps, oils, and other detritus we use throughout our days end up. Once algae have entered a system with an over nutrification problem it quickly uses up all available nutrient and covers the water's surface. This unsightly layer of algae is harmful to the other aquatic life in a system as it reduces light penetration, can fluctuate oxygen levels, and could be toxic to vertebrates. Typically, treatment using algaecides and herbicides will reduce the mass of algae, but when a system has high levels of nutrients the algae that dies from treatment releases nutrients which was stored, and it becomes available for new algae to continue the same process.

Nutrient abatement products, such as Alum (aluminum sulfate), can be used to strip the phosphorus from a eutrophic water environment. Once tested and confirmed to be high levels of nutrient Alum is applied to the water and immediately will start to flocculate binding to the phosphorus and rendering it inactive. Alum has been used by ASI for years and is backed by scientific data showing its usefulness.

Recommendations/Action Items

- Routine Maintenance.
- Continue to monitor all ponds for Algal growth and target on contact.
- Continue to treat all sites for invasive vegetation during our routine visits.
- Re-treat Pond #4 for Slender Spikerush.
- Treat algae within Ponds #3 and #4.
- Continue to promote the native aquatic vegetation throughout the community.
- Treat minor Salvinia within Pond #15.

THANK YOU FOR CHOOSING ASI!



Tab 7



Hillsborough
County Florida

RECEIVED

JAN 02 2019

**BOARD OF COUNTY
COMMISSIONERS**

Victor D. Crist
Ken Hagan
Al Higginbotham
Pat Kemp
Lesley "Les" Miller, Jr.
Sandra L. Murman
Stacy R. White

COUNTY ADMINISTRATOR

Michael S. Merrill

COUNTY ATTORNEY

Chip Fletcher

INTERNAL AUDITOR

Peggy Caskey

CODE ENFORCEMENT

PO Box 1110 Tampa, FL 33601-1110

Citizen Boards Support
CORRECTED NOTICE OF HEARING
CASE#: L174691 / Tracking # CE174691

DECEMBER 19, 2018

PANTHER TRAILS CDD
3434 COLWELL AVE STE 200
TAMPA, FL 33614-8390

CERTIFIED MAIL: 7017 3380 0000 7584 5738

Re: Violation Address: 1830 NORTH ST

You are hereby ordered to appear before the Hillsborough County Code Enforcement Special Magistrate on **FEBRUARY 01, 2019 at 9:00 a.m.** in the **2nd Floor Board Room, County Center, 601 E. Kennedy Blvd.,** Tampa, Florida, 33602, concerning the alleged violation(s) of the Hillsborough County codes and/or ordinances. You must sign in and be seated in the board room 15 minutes prior to the hearing. Please allow time for parking and security check.

What You Need to Know to Prepare for the Hearing

- Be prepared to answer these charges and to present your side of the case. Presentations must be limited to a maximum of 10 minutes.
- The County must keep for its records any evidence presented at the hearing.
- You must provide written authorization if you want to have someone else appear on your behalf.
- You have the right to obtain an attorney, at your expense, to represent you.
- Hearings are conducted in English. If you need language interpretation or other special assistance to communicate during the hearing, or ADA accommodations, you must call the Citizen Boards Support office at (813) 272-7181 no later than five (5) business days prior to your scheduled appearance.
- Please be advised this proceeding is a public hearing and all documents are subject to Florida's public records laws. If you are claiming an exemption from disclosure under Florida Statutes, Chapter 119, you must inform the Citizen Boards Support office of your intent to claim said action prior to your scheduled hearing date.

On the Day of the Hearing

- All new cases will be heard starting at 9:00 a.m., and will be taken in the order they appear on the agenda.
- Failure to appear may result in the Code Enforcement Special Magistrate proceeding in your absence.
- If you are found to be in violation of County Codes and/or Ordinances, you may have to pay fines. The Code Enforcement Board/ Special Magistrate has the power by law to levy fines up to \$1,000

per day for each new case, and up to \$5,000 per day for repeat violations, for each day the violation(s) continue beyond that date set in the "Order."

- Per Florida Statute FSS 162.09(2) (d)], you may be required to pay all costs the County incurs in enforcing the Codes.
- Your case may be presented even if the violation(s) has/have been corrected prior to the hearing. Should you be found to be in violation of County Codes and/or Ordinances, the CESM has the power by law to levy fines up to **\$1,000 per day** for each new case and up to **\$5,000 per day** for repeat violations for each day the violation(s) continue beyond that date set in the "Order". In addition, all costs incurred in enforcing the Codes may be included [FSS 162.09(2) (d)].

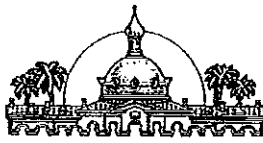
Additional Information

- Parking on the day of your hearing is available for a fee at the Pierce Street Parking Garage, across the street from County Center. The entrance is located on the north side of Jackson Street, just east of Pierce Street.
- If you have questions concerning the alleged violations, please call Christa Hull, Development Services, at (813)-276-8356.
- If you have questions regarding the hearing, or the Code Enforcement Special Magistrate and its procedures, call the Citizen Boards Support office at (813) 272-7181.

Sincerely

Code Enforcement Special Magistrate

CC:



Hillsborough County
Florida

CODE ENFORCEMENT SPECIAL MAGISTRATE
AFFIDAVIT OF VIOLATION

CASE # L174691

FOLIO #51365.1180
CE#174691

1. Principal Violator(s): Panther Trails CDD

Mailing Address: c/o Rizzetta and Company Inc., 3434 Colwell Ave. Ste 200 City: Tampa State FL
Zip: 33614-8390

Regulation, which has been violated: Land Development Code, Section 4.01.14.C

Address of property where violation occurred: 1830 North St, Gibsonton S-T-R-36-30-19

Legal Description: CARRIAGE POINTE SOUTH PHASES 2C 2E 2F AND EKKER ROAD TRACTS B-3 THRU B-9

Facts behind violation (attach additional pages if necessary): Failure to remove invasive plants in accordance to the Invasive Plant Species Removal, Disposal, and Maintenance Plan per Natural Resources permit NR(S)#1966 condition #6.

First Inspection: December 3, 2017

First Notice: January 30, 2018

Certified Mail X

Witness to violation, other than inspector (attach additional pages if necessary):

I do hereby swear that the above facts are true to the best of my knowledge.

Development Services Department
County Agency

Christa Hull

Affiant – Phone 272-5600

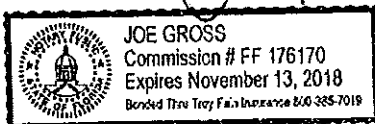
STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

PERSONALLY APPEARED before me, the undersigned authority, Christa Hull, who is personally known to me, did not take an oath, and acknowledged that said person did execute the foregoing Affidavit.

SWORN TO AND SUBSCRIBED before me this 8 day of August, 2018

Notary Signature: *[Signature]*

Notary Stamp:



Filed this _____ Day of _____

CITIZEN BOARDS SUPPORT

Tab 8

Panther Trails Community Development District (CDD)

Carriage Pointe Clubhouse

11796 Ekker Road • Gibsonton, FL • 33534

Phone: 813-644-7095 • Fax: 813-644-7096

December 2018 Clubhouse Operations/Maintenance Updates:

- We currently have 998 registered cards.
- We currently have 360 registered phase 1 households and 284 registered phase 2 households.
- six Clubhouse rentals for a total of \$600
- Marquees signs is on order and will be delivered between January 5th to the 12th.
- Dad Services installed the two benches and trash barrel by the playground.
- Greg contact Duane Atkinson from Aquaworx for quotes to redesign the pool pump.
- Tampa Holiday Scape is schedule to return and take down the Christmas lights. Before packing the lights into plastic totes for storage, all lights, timers, and cords will be carefully tagged and put away at the Clubhouse.
- Greg is also working on obtaining quotes to fix the leak in the clubhouse. There is a wall that on the outside where is mold is seeping out of the seams of the cinder blocks and then the trim work is getting brown stains coming out on the inside.

Event / Program Updates:

- Christmas Party was a Success even without the Train.

Tab 9

[illegible]