



Rizzetta & Company

# **Panther Trails Community Development District**

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**Board of Supervisors' Meeting  
December 14, 2023**

**Carriage Pointe Clubhouse  
11796 Ekker Road  
Gibsonton, 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](http://www.panthertrailscdd.org)**

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12/6/2023

**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, December 14, 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. OATH OF OFFICE**
- 4. STAFF REPORTS**
  - A.** Solitude Pond Report..... Tab 1
  - B.** AquaSentry Pool Report..... Tab 2
  - C.** Landscape Inspection Report and Responses ..... Tab 3
  - D.** Consideration of Landscape Proposal ..... Tab 4
  - E.** District Engineer Report
  - F.** Clubhouse Manager Report ..... Tab 5
  - G.** District Manager
    1. Presentation of District Manager Report ..... Tab 6
    2. Presentation of October Financial Statement..... Tab 7
- 5. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of the Board of Supervisors' Meeting held on October 12, 2023..... Tab 8
  - B.** Consideration of Operation & Maintenance Expenditures for September and October 2023..... Tab 9
- 6. BUSINESS ITEMS**
  - A.** Presentation of 3<sup>rd</sup> Quarter Website Audit ..... Tab 10
  - B.** Consideration of Storm Maintenance Proposal ..... Tab 11
  - C.** Consideration of Landscape Inspection Services Addendum.. Tab 12
- 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  
00377413  
Created Date  
10/10/2023

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

## Work Details

Specialist Comments to Customer  
Brazilian pepper trees need to be cut back on backside of pond 6 for better access with the UTV  
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 3, 4, 5, 6, 11, 12, 13, 14, 15
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Spot treated primrose, alligatorweed and grasses within shelf areas
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	Treated Chara in 3 with systemic treatment
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	Treated filamentous algae on 3 and 5 and placed probiotic treatment to help uptake excess nutrients
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number  
00395071  
Created Date  
11/3/2023

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

## Work Details

Specialist Comments to Customer  
Windy today, spot treated as needed. Low 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	Spot treated invasive shoreline weeds on 1, 2, 7, 8, 9, 10, 16, 5, 3, 4 based on wind direction
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Spot treated primrose and torpedo grass within shelf areas dependent on wind direction
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	Algae not observed in ponds seen today. Placed probiotic in ponds 3 and 4 to cycle out excess nitrogen and phosphorus that can lead to algae
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number 00405063

Created Date 11/17/2023

## Account

Panther Trails CDD

## Contact

Matthew O'Nolan

## Address

11796 Ekker Road  
Gibsonton, FL 33534

## Work Details

Specialist Comments to Customer Higher water levels from recent rain

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	Spot treated invasive shoreline weeds on 1, 5, 6, 11, 12, 13, 14, 15
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Spot treated within all benefical
Panther Trails Cdd-Lake-ALL	LAKE WEED CONTROL	No floating or submerged weeds observed on ponds seen today
Panther Trails Cdd-Lake-ALL	ALGAE CONTROL	Treated filamentous algae on 3
Panther Trails Cdd-Lake-ALL		

## Service Report



## Work Order

Work Order Number  
00410396  
Created Date  
12/1/2023

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

## Work Details

Specialist Comments to Customer  
Low 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	Spot treated invasive shoreline weeds on ponds 2, 7, 8, 9, 10, 16, 4
Panther Trails Cdd-Lake-ALL	LITTORAL SHELF	Spot treated invasives within native plants
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 visited today. Placed probiotic in ponds 3, 4, 5 to aid in preventing future algae
Panther Trails Cdd-Lake-ALL		



## Tab 2

## Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



## DATE OF SERVICE

December 1, 2023 at 9:32 AM

## LOCATION

11796 Ekker Rd  
Gibsonton, FL 33534

## SERVICED BY

Bob Mock

# POOL SERVICE INFO

## READINGS

**5 ppm** free chlorine

**5 ppm** total chlorine

**7.8 T add** pHo

**80 ppm** total alkalinity

**60 ppm** cyanuric acid

## CHEMICALS ADDED

**1 gal** pH ↓

**2½ 2.5 g** liquid chlorine

## SERVICES PERFORMED

Emptied Baskets

Skimmed Surface

Tiles Cleaned



**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!



Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



### DATE OF SERVICE

December 4, 2023 at 11:23 AM

### LOCATION

11796 Ekker Rd  
Gibson, FL 33534

### SERVICED BY

Dominique Teed

## POOL SERVICE INFO

### READINGS

**1 ppm** total chlorine

**8 T add** pHo

**80 ppm** total alkalinity

**40 ppm** cyanuric acid

## CHEMICALS ADDED

**5 2.5 g** liquid chlorine

**1 gal** pH ↓

**10 lbs** cyanuric acid

## SERVICES PERFORMED

Skimmed Surface

Filters Cleaned



**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!





Your Pool Is Now Sparkling Clean!



Hi ,

Thanks for choosing us to keep your pool looking great!

Aqua Sentry



### DATE OF SERVICE

December 6, 2023 at 12:50 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

**70 ppm** total alkalinity

## CHEMICALS ADDED

2½ 2.5 g liquid chlorine

1 gal pH ↓

## SERVICES PERFORMED

Skimmed Surface

Vacuumed

Filters Cleaned



**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



# PANTHER TRAILS

## LANDSCAPE INSPECTION REPORT



October 24<sup>th</sup>, 2023  
Rizzetta & Company  
John Fowler – Landscape Specialist



Rizzetta & Company  
Professionals in Community Management

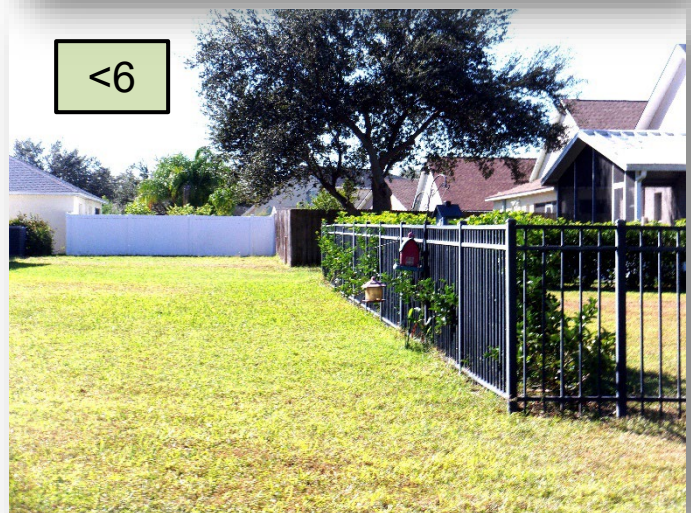
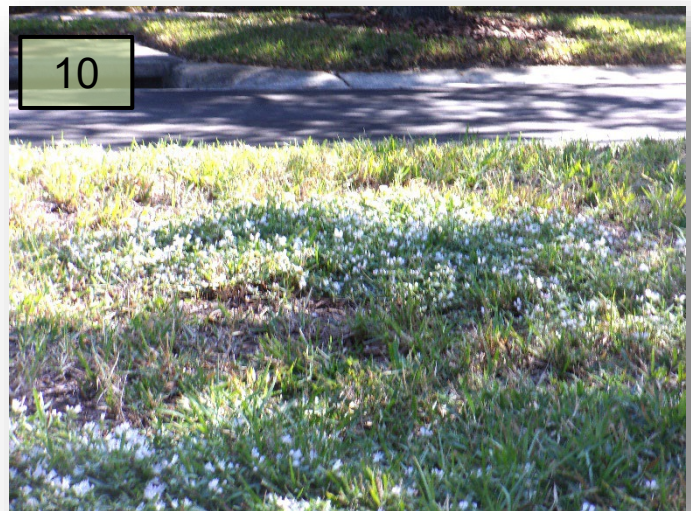
# Summary, Ferry Beach Rd., Symmes Rd.

## 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 in a current drought with county watering restrictions.

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 a couple dead shrubs on Symmes Rd. East of Ferry Beach Rd.
2. Schedule a pruning event for the Holly tree at the monument at Symmes Rd. and Ferry Beach Rd. intersection.
3. Remove low lying Spanish Moss in the Crepe Myrtles on Symmes Rd. ROW.
4. Treat the broadleaf turf weeds and Dollar weed on Symmes Rd. ROW East of Ferry Beach Rd.
5. There are a few palms with dead hanging fronds on Symmes Rd. between Ferry Beach and Ekker Rd.
6. The Viburnum at the dog park on Carriage Pointe Dr. has been pruned down to fence height level. However, still need to prune the back side so no vegetation is coming through the fence. (Pic. 6>)
7. Remove the staking system on the Queen Palm at the intersection of Symmes Rd. and Ekker Rd. if LMP feels it is stable.
8. Remove Oak sucker growth on a few Oaks on both the medians and ROWs on Ekker Rd. between Carriage Point Dr. and the amenity center.
9. Treat ant mounds starting to pop up on Ekker Rd. medians and ROWs.
10. Treat the broadleaf turf weeds on Ekker Rd. from Symmes Rd. to amenity center. (Pic. 10)





# Ekker, Amenity Center

11. Remove a dead hanging Bottle Brush Tree branch by the lift station on Ekker Rd. across the street from Tar Hollow Rd.
12. Dead hanging palm fronds at the intersection of Rothbury Hills Pl. and Ekker Rd.
13. Noting nothing can be done with the current drought by turf is dry in medians on Ekker Rd. from amenity center to Barnsley Reserve Pl.
14. Diagnose and treat a couple different areas of ornamental grasses on Ekker Rd. medians from amenity center to Barnsley Reserve Pl. (Pic. 14)



19. Schedule a pruning event for the top of the Jasmine growing on the aluminum fence at the community pool. (Pic. 19)



20. Treat the weeds behind the pool equipment and shed at the amenity center.

15. Remove the staking system off the palm on the Ekker Rd. median by Barnsley Reserve Pl.
16. Investigate a Snowbush that appears it will not establish behind the monument of Barnsley Reserve Pl. at the Ekker Rd. intersection.
17. Diagnose and treat the Croton along the sidewalk just before entering the amenity center.
18. Treat ant mounds starting to pop up in the turf, along the sidewalks, and beds around the amenity center.



# Proposals

1. LMP to submit a proposal to fill in the gaps in the Viburnum hedge that lines the parking lot of the amenity center.





## PANTHER TRAILS FIELD INSPECTION REPORT RESPONSE

Date Inspection Report Performed \_\_\_\_\_10.24.23\_\_\_\_\_

Date LMP Received Report \_\_\_\_\_11.15.23\_\_\_\_\_

LMP Response Date \_\_\_\_\_11.15.23\_\_\_\_\_

● - Carry Overs

● - Completed

● - LMP Response

1. Will complete 11.17.23.
2. Will schedule the week of 11.27.23.
3. Some was removed 11.13.23. The rest will be removed by week of 11.27.23.
4. David will schedule treatment for second week of December.

5. Will address week of 12.11.23.
6. Will complete by week of 11.27.23.
7. Will complete by week of 11.27.23.
8. Will complete 11.16.23.
9. Treated 11.10.23.
10. Will be scheduled with #4.

11. Will complete 11.17.23.
12. Will complete 11.17.23.
13. Noted.
14. Areas are in process of cutbacks and miticide applied.
15. Will complete 11.17.23.
16. Drip tubing was adjusted for better coverage of this area.
17. This is due to the previous irrigation complications that have now been rectified. Crotons will improve with time.
18. Completed 11.10.23.
19. Will complete 11.17.23.
20. Will complete 11.17.23.

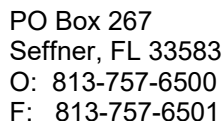
## Proposal...

1. Has been submitted to quickbooks for approval.

## Notes...

1. Water restrictions drop to one day a week for Hillsborough County starting November 21<sup>st</sup>, 2023. This is going to very trying for the plant material ESPECIALLY the turf.

## Tab 4



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

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

## Tab 5

## 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 OCTOBER 31, 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. Have to wait due to the budget.  
We will be ordering new benches in October. Postponed  
Getting quote to pressure wash clubhouse, fence, and sidewalks for beginning of November.  
Work postponed. Painting of monuments postponed.  
LMP Trimmed palm trees at clubhouse. Put fertilizer out.



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**Facilities Usage**

**Facility usage**

**March Payment Log**

Item	Quantity	Amount
Key Fob	5	\$120.00
Returned fee		
Rental Deposits		
Rental Fees		
Special event fees		
Chair rentals		

**Upcoming Events**

**EVERY OTHER THURSDAY FOOD TRUCK  
CHRISTMAS CARRIAGE RIDE IN DECEMBER**



Rizzetta & Company

## Monthly Manager's Report



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

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

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

### **Operations/Maintenance Updates November 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. Have to wait due to the budget.  
We will be ordering new benches in October. Postponed  
Getting quote to pressure wash clubhouse, fence, and sidewalks for beginning of November.  
Work postponed. Painting of monuments postponed.  
Hired GW Handyman services to hang Christmas lights and wreaths and main entrance.  
Bryan Hindman electric came out to fix monument lights, missing 2 lights on outside of Ekker.



Rizzetta & Company

Bryan Hindman came out to figure out why the lights and wreaths aren't coming on, getting estimate to repair issues. He was able to get the center working for now, still problem with one of the tall monuments at Ekker, also he has to look into the spotlight at Ferry Beach entrance. He will also be looking to fixing lights in the Hallway and the outside lights above the front door at the clubhouse, also outside the gym door.

Bryan Hindman Electric gave an estimate to repair and replace light fixtures and bulbs to color changing with remote.

Still getting other estimates for the work that needs to be done at front entrance and Ferry Beach entrance.

Called South Shore Golf Carts to come and service the golf cart.

LMP put new mulch in the playground.

## Facility usage

### March Payment Log

Item	Quantity	Amount
Key Fob	1	25.00
Returned fee		
Rental Deposits		
Rental Fees		
Special event fees		
Chair rentals		

## Upcoming Events

EVERY OTHER THURSDAY FOOD TRUCK  
CHRISTMAS CARRIAGE RIDE IN DECEMBER



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## Tab 6



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#### UPCOMING DATES TO REMEMBER

- **Next Meeting:** January 11, 2024
- **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

December 14

# 2023

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#### FINANCIAL SUMMARY

10/31/2023

General Fund Cash & Investment Balance:

\$59,822

Reserve Fund Cash & Investment Balance:

\$99,234

Debt Service Fund Investment Balance:

\$1,024,732

**Total Cash and Investment Balances:**

\$1,183,788

**General Fund Expense Variance:**

**\$26,849**

**Under Budget**

## **Tab 7**



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# **Panther Trails Community Development District**

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**Financial Statements  
(Unaudited)**

**October 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 10/31/2023

(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	52,898	0	5,882	58,780	0	0
Investments	6,924	99,234	1,024,732	1,130,889	0	0
Accounts Receivable	922,697	92,505	791,916	1,807,119	0	0
Allowance for Uncollectible Accounts	(45,542)	0	(27,533)	(73,076)	0	0
Refundable Deposits	24,656	0	0	24,657	0	0
Due From Other	0	75,000	0	75,000	0	0
Fixed Assets	0	0	0	0	10,700,839	0
Amount Available in Debt Service	0	0	0	0	0	1,794,997
Amount To Be Provided Debt Service	0	0	0	0	0	7,365,003
<b>Total Assets</b>	<b>961,633</b>	<b>266,739</b>	<b>1,794,997</b>	<b>3,023,369</b>	<b>10,700,839</b>	<b>9,160,000</b>
<b>Liabilities</b>						
Accounts Payable	33,560	0	0	33,560	0	0
Accrued Expenses	500	0	0	500	0	0
Other Current Liabilities	9	0	0	9	0	0
Due To Other	75,000	0	0	75,000	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>109,469</b>	<b>0</b>	<b>0</b>	<b>109,469</b>	<b>0</b>	<b>9,160,000</b>
<b>Fund Equity &amp; Other Credits</b>						
Beginning Fund Balance	45,848	174,031	1,020,443	1,240,322	2,880,545	0
Investment In General Fixed Assets	0	0	0	0	7,820,294	0
Net Change in Fund Balance	806,316	92,708	774,554	1,673,578	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>852,164</b>	<b>266,739</b>	<b>1,794,997</b>	<b>2,913,900</b>	<b>10,700,839</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>961,633</b>	<b>266,739</b>	<b>1,794,997</b>	<b>3,023,369</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 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	15	(15)
Special Assessments				
Tax Roll	876,556	876,556	883,789	(7,233)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	215	(215)
<b>Total Revenues</b>	<b>876,556</b>	<b>876,556</b>	<b>884,019</b>	<b>(7,463)</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	7,000	583	1,000	(417)
<b>Total Legislative</b>	<b>7,000</b>	<b>583</b>	<b>1,000</b>	<b>(417)</b>
Financial & Administrative				
Accounting Services	18,720	1,560	1,560	0
Administrative Services	5,200	433	433	0
Arbitrage Rebate Calculation	500	0	0	0
Assessment Roll	5,200	5,200	5,200	0
Auditing Services	4,000	0	0	0
Bank Fees	500	42	99	(58)
Disclosure Report	6,000	0	0	0
District Engineer	15,000	1,250	830	420
District Management	25,444	2,120	2,120	0
Dues, Licenses & Fees	350	117	0	117
Financial & Revenue Collections	5,200	433	434	0
Legal Advertising	3,500	292	0	291
Miscellaneous Fees	500	42	136	(94)
Public Officials Liability Insurance	3,675	3,675	305	3,370
Trustees Fees	10,750	2,688	5,386	(2,699)
Website Hosting, Maintenance, Backup & E	2,738	228	485	(256)
<b>Total Financial &amp; Administrative</b>	<b>107,277</b>	<b>18,080</b>	<b>16,988</b>	<b>1,091</b>
Legal Counsel				
District Counsel	5,000	416	0	417
<b>Total Legal Counsel</b>	<b>5,000</b>	<b>416</b>	<b>0</b>	<b>417</b>
Electric Utility Services				
Utility - Recreation Facilities	15,000	1,250	1,558	(308)
Utility - Street Lights	155,000	12,917	11,911	1,005
Utility Services	4,000	333	249	85

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Electric Utility Services	174,000	14,500	13,718	782
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	4,700	392	464	(73)
Total Garbage/Solid Waste Control Services	4,700	392	464	(73)
Water-Sewer Combination Services				
Utility Services	5,000	417	239	178
Total Water-Sewer Combination Services	5,000	417	239	178
Stormwater Control				
Aquatic Maintenance	18,536	1,544	1,545	0
Aquatic Plant Replacement	500	42	0	42
Lake/Pond Bank Maintenance & Repair	500	42	0	41
Stormwater System Maintenance	10,500	875	0	875
Wetland Monitoring & Maintenance	500	42	0	42
Total Stormwater Control	30,536	2,544	1,545	1,000
Other Physical Environment				
Entry & Walls Maintenance & Repair	8,000	667	0	667
Fire Ant Treatment	500	42	0	41
General Liability Insurance	4,343	4,343	361	3,982
Holiday Decorations	3,000	1,500	0	1,500
Irrigation Maintenance & Repair	5,000	417	445	(28)
Landscape - Mulch	10,000	833	0	833
Landscape Inspection Services	9,600	800	700	100
Landscape Maintenance	150,000	12,500	17,776	(5,276)
Landscape Replacement Plants, Shrubs, Tr	10,500	875	0	875
Ornamental Lighting & Maintenance	1,000	83	0	83
Pressure Washing	5,000	417	0	417
Property Insurance	18,378	18,378	4,303	14,075
Total Other Physical Environment	225,321	40,855	23,585	17,270
Road & Street Facilities				
Parking Lot Repair & Maintenance	500	41	0	41
Street Sign Repair & Replacement	500	42	0	42
Total Road & Street Facilities	1,000	83	0	83
Parks & Recreation				
Capital Projects	2,500	208	0	208
Clubhouse Janitorial Services	15,000	1,250	1,139	111
Clubhouse Miscellaneous Expense	2,500	208	0	208
Computer Support, Maintenance & Repair	500	42	0	42
Dog Waste Station Supplies & Maintenance	3,200	267	713	(447)

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Facility A/C & Heating Maintenance & Rep	8,007	667	701	(33)
Fitness Equipment Maintenance & Repair	10,000	833	250	583
Furniture Repair & Replacement	1,000	84	0	83
Holiday Decorations	750	375	179	196
Maintenance & Repairs	10,000	833	385	448
Management Contract	196,735	16,395	12,881	3,514
Office Supplies	1,500	125	150	(25)
Pest Control	1,315	110	323	(213)
Playground Equipment & Maintenance	1,500	125	15	109
Pool Permits	275	0	0	0
Pool Repair & Maintenance	7,500	625	0	625
Pool Service Contract	23,940	1,995	2,161	(166)
Security System Monitoring Services & Ma	6,000	500	499	1
Telephone, Internet, Cable	7,500	625	667	(42)
Tennis/Athletic Court/Park Maintenance &	1,000	83	0	84
Total Parks & Recreation	300,722	25,350	20,063	5,286
Special Events				
Special Events	6,000	500	102	399
Total Special Events	6,000	500	102	399
Contingency				
Miscellaneous Contingency	10,000	833	0	833
Total Contingency	10,000	833	0	833
Total Expenditures	876,556	104,553	77,703	26,849
Total Excess of Revenues Over(Under) Expen- ditures	0	772,003	806,316	(34,313)
Fund Balance, Beginning of Period	0	0	45,848	(45,848)
Total Fund Balance, End of Period	0	772,003	852,164	(80,161)

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	203	(203)
Special Assessments				
Tax Roll	92,505	92,505	92,505	0
Total Revenues	<u>92,505</u>	<u>92,505</u>	<u>92,708</u>	<u>(203)</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	92,505	92,505	0	92,505
Total Contingency	<u>92,505</u>	<u>92,505</u>	<u>0</u>	<u>92,505</u>
Total Expenditures	<u>92,505</u>	<u>92,505</u>	<u>0</u>	<u>92,505</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>92,708</u>	<u>(92,708)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>174,031</u>	<u>(174,031)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>266,739</u>	<u>(266,739)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	740	(740)
Special Assessments				
Tax Roll	227,159	227,159	228,855	(1,696)
Total Revenues	<u>227,159</u>	<u>227,159</u>	<u>229,595</u>	<u>(2,436)</u>
<b>Expenditures</b>				
Debt Service				
Interest	77,159	77,159	0	77,159
Principal	150,000	150,000	0	150,000
Total Debt Service	<u>227,159</u>	<u>227,159</u>	<u>0</u>	<u>227,159</u>
Total Expenditures	<u>227,159</u>	<u>227,159</u>	<u>0</u>	<u>227,159</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>229,595</u>	<u>(229,595)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>172,580</u>	<u>(172,580)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>402,175</u>	<u>(402,175)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	898	(898)
Special Assessments				
Tax Roll	176,075	176,075	177,389	(1,315)
Total Revenues	<u>176,075</u>	<u>176,075</u>	<u>178,287</u>	<u>(2,213)</u>
<b>Expenditures</b>				
Debt Service				
Interest	96,075	96,075	0	96,075
Principal	80,000	80,000	0	80,000
Total Debt Service	<u>176,075</u>	<u>176,075</u>	<u>0</u>	<u>176,075</u>
Total Expenditures	<u>176,075</u>	<u>176,075</u>	<u>0</u>	<u>176,075</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>178,287</u>	<u>(178,287)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>204,507</u>	<u>(204,507)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>382,794</u>	<u>(382,794)</u>

**Panther Trails Community Development District**

## Statement of Revenues and Expenditures

As of 10/31/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 10/31/2023	Year To Date 10/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	2,826	(2,826)
Special Assessments				
Tax Roll	361,149	361,149	363,845	(2,696)
Total Revenues	<u>361,149</u>	<u>361,149</u>	<u>366,671</u>	<u>(5,522)</u>
<b>Expenditures</b>				
Debt Service				
Interest	256,149	256,149	0	256,149
Principal	105,000	105,000	0	105,000
Total Debt Service	<u>361,149</u>	<u>361,149</u>	<u>0</u>	<u>361,149</u>
Total Expenditures	<u>361,149</u>	<u>361,149</u>	<u>0</u>	<u>361,149</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>366,671</u>	<u>(366,671)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>643,356</u>	<u>(643,356)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>1,010,027</u>	<u>(1,010,027)</u>

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

<u>Account</u>	<u>Investment</u>	<u>Balance as of October 31, 2023</u>
The Bank of Tampa	Money Market Account	\$ 3,042
Truist Bank	Money Market Account	535
The Bank of Tampa ICS Operating Pacific Western Bank	Money Market Account	3,347
<b>Total General Fund Investments</b>		<b>\$ 6,924</b>
The Bank of Tampa ICS Reserve: Pacific Western Bank	Money Market Account	\$ 99,234
<b>Total Reserve Fund Investments</b>		<b>\$ 99,234</b>
US Bank Series 2015 Reserve	US Bank Money Market	\$ 361,151
US Bank Series 2015 Revenue	US Bank Money Market	284,985
US Bank Series 2015 Prepayment	US Bank Money Market	47
US Bank Series 2018 Reserve A-1	US Bank Money Market	63,787
US Bank Series 2018 Reserve A-2	US Bank Money Market	26,585
US Bank Series 2018 Revenue	US Bank Money Market	112,341
US Bank Series 2018 Prepayment A-2	US Bank Money Market	2,692
Hancock Bank Series 2016 Reserve	Goldman Sachs Government Fund Class Inst 465	91,136
Hancock Bank Series 2016 Revenue	Goldman Sachs Government Fund Class Inst 465	43,850
Hancock Bank Series 2016 Interest	Goldman Sachs Government Fund Class Inst 465	38,080
Hancock Bank Series 2016 Sinking Fund	Goldman Sachs Government Fund Class Inst 465	58
Hancock Bank Series 2016 Prepayment	Goldman Sachs Government Fund Class Inst 465	20
<b>Total Debt Service Fund Investments</b>		<b>\$ 1,024,732</b>



**Panther Trails Community Development District**  
**Summary A/R Ledger**  
**From 10/01/2023 to 10/31/2023**

	<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	Carriage Pointe Homeowners Association	AR00001115	11510	09/01/2023	100.00
	682-001	682 General Fund	Carriage Pointe Homeowners Association	AR00001261	11510	10/01/2023	100.00
	682-001	682 General Fund	Hillsborough County Tax Collector	AR00000564	11510	07/31/2022	45,542.33
	682-001	682 General Fund	Hillsborough County Tax Collector	AR00001186	12110	10/01/2023	876,555.29
<b>Sum for 682, 2651</b>							<b>922,697.62</b>
<b>682, 2652</b>							
	682-005	682 Reserve Fund	Hillsborough County Tax Collector	AR00001186	12110	10/01/2023	92,505.00
<b>Sum for 682, 2652</b>							<b>92,505.00</b>
<b>682, 2653</b>							
	682-200	682 Debt Service Fund S2016	Hillsborough County Tax Collector	AR00000565	11510	07/31/2022	7,764.01
	682-200	682 Debt Service Fund S2016	Hillsborough County Tax Collector	AR00001186	12110	10/01/2023	227,158.80
<b>Sum for 682, 2653</b>							<b>234,922.81</b>
<b>682, 2654</b>							
	682-201	682 Debt Service Fund S2018	Hillsborough County Tax Collector	AR00000566	11510	07/31/2022	7,462.28
	682-201	682 Debt Service Fund S2018	Hillsborough County Tax Collector	AR00001186	12110	10/01/2023	176,074.93
<b>Sum for 682, 2654</b>							<b>183,537.21</b>
<b>682, 2655</b>							
	682-202	682 Debt Service Fund S2015	Hillsborough County Tax Collector	AR00000567	11510	07/31/2022	12,306.73
	682-202	682 Debt Service Fund S2015	Hillsborough County Tax Collector	AR00001186	12110	10/01/2023	361,149.23
<b>Sum for 682, 2655</b>							<b>373,455.96</b>
<b>Sum for 682</b>							<b>1,807,118.60</b>
<b>Sum Total</b>							<b>1,807,118.60</b>

See Notes to Unaudited Financial Statements

**Panther Trails Community Development District  
Summary A/P Ledger  
From 10/1/2023 to 10/31/2023**

	<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	10/20/2023	ABM Building Services, LLC	18615719	A/C Maintenance Services 10/23	700.58
	682 General Fund	10/01/2023	Aqua Sentry	9940	Monthly Pool Service 10/23	2,161.25
	682 General Fund	10/27/2023	BOCC Hillsborough County Public Utilities	6919533420 10/23	11796 Ekker Rd and Lift Station 10/23	238.85
	682 General Fund	10/16/2023	Hancock Bank	40963	Trustee Fee S2016 05/02/2023-11/01/2023	1,750.00
	682 General Fund	10/01/2023	Landscape Maintenance Professionals, Inc.	178824	Landscape Maintenance 10/23	10,883.59
	682 General Fund	10/20/2023	Landscape Maintenance Professionals, Inc.	179376	Irrigation Repair 10/23	445.00
	682 General Fund	10/31/2023	Landscape Maintenance Professionals, Inc.	179839	Fertilizer 10/23	2,780.00
	682 General Fund	10/31/2023	Landscape Maintenance Professionals, Inc.	179776	Vegetative Removal & Clean Up 10/23	3,937.50
	682 General Fund	10/31/2023	Landscape Maintenance Professionals, Inc.	179840	Pest Control 10/23	175.00
	682 General Fund	10/17/2023	Nick Knows LLC	PT CDD28	Clubhouse Cleaning 10/23	1,000.00
	682 General Fund	10/31/2023	Poop 911	7801816	9 Stations Emptied 10/23	237.90
	682 General Fund	10/17/2023	Republic Services	0696-001132552 11/23	ACH Disposal Service 11/23	464.02
	682 General Fund	10/27/2023	Rizzetta & Company, Inc.	INV0000084869	Personnel Reimbursement 10/23	5,846.02
	682 General Fund	10/31/2023	Rizzetta & Company, Inc.	INV0000085024	Personnel Reimbursement 10/23	82.75
	682 General Fund	10/01/2023	Solitude Lake Management, LLC	PSI018683	Monthly Lake & Pond Services 10/23	1,544.67
	682 General Fund	10/25/2023	Spectrum	2358442092523 11/23	Clubhouse Phone/Internet/Cable 11/23	408.58
	682 General Fund	10/24/2023	Stantec Consulting Services, Inc.	2148018	District Engineer 10/23	720.00
	682 General Fund	10/24/2023	Stantec Consulting Services, Inc.	2148017	District Engineer 09/23	110.00
	682 General Fund	10/30/2023	Terminix	439698984	Pest Control 10/23	74.00
<b>Sum for 682, 2651</b>						<b>33,559.71</b>
<b>Sum for 682</b>						<b>33,559.71</b>
<b>Sum Total</b>						<b>33,559.71</b>

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

**Balance Sheet**

1. Trust statement activity has been recorded through 10/31/23.
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 FY23-24 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

## Tab 8

**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, October 12, 2023 at 5:33 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:

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:

Christina Newsome	<b>District Manager, Rizzetta &amp; Co.</b>
Matther Huber	<b>Regional District Manager, Rizzetta &amp; Co. (via phone)</b>
John Fowler	<b>Landscape Specialist, Rizzetta &amp; Co.</b>
Cynthia Beasley	<b>Amenities Manager, Rizzetta &amp; Co.</b>
Paula Means	<b>Representative, LMP</b>
Frank Nolte	<b>Representative, Cardno (via phone)</b>

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

**Call to Order**

Ms. Newsome called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no comments from the audience.

**THIRD ORDER OF BUSINESS**

**Staff Reports**

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

**1. Pond Report**

The Board reviewed the Pond Report.

The Board mentioned debris in the ponds and requested a site visit for Pond 2.

**2. Pool Report**

The Board requested the District Manager contact Aqua Sentry for a proposal to replace all the pool drain grates.

**i. Consideration of Aqua Sentry Proposal**

The Board decided to table the proposal "Finish Patch Quote 08/09/2023"

**3. Landscape Inspection Report & Proposals**

Mr. Fowler gave his report to the Board and noted the ongoing issue of weeds not being pulled.

**i. Consideration of LMP Proposals**

Ms. Means noted that the work is complete for proposal numbers 85138 and 85139. The Board decided to table proposal 85272 until December.

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved LMP proposal 85802, in the amount of \$210.00, for the Panther Trails Community Development District.

**B. District Engineer**

Mr. Nolte presented the District Engineer Report to the Board.

Mr. Nolte advised the Board that the ponds were due for inspection in July 2023.

The Board decided to table the SiteMasters proposal until December.

The Board is looking for clarification on the Finn Outdoor invoice for \$43,000.

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved a Clear Cut proposal # 582, in the amount of \$1,500, but to delay the work until late December, for the Panther Trails Community Development District.

**C. Amenities Manager**

**1. Clubhouse Report**

Ms. Beasley presented her report to the Board.

**D. District Manager**

Ms. Newsome advised the next regularly scheduled meeting will be held on December 14th, 2023 at 5:30 p.m.

**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 November 9, 2023 BOS meeting, for the Panther Trails Community Development District.

**2. Presentation of Financial Statement**

Ms. Newsome presented the Financial Statement to the Board.

**SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors Meeting held on August 10, 2023**

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on August 10, for the Panther Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Operation & Maintenance Expenditures for July and August 2023**

Ms. Newsome presented the June 8, 2023 meeting minutes and the Operation & Maintenance Expenditures for July and August 2023 to the Board.

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved the Fitness Logic quote #58342, in the amount of \$693, for the Panther Trails Community Development District.

On a Motion by Ms. Murray, seconded by Ms. Feliciano, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for July 2023 (\$107,029.72) and August 2023 (\$55,806.92), for the Panther Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Contract For  
Professional Amenity Services,  
Second Addendum**

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board approved the Contract for Professional Amenity Services, Second Addendum, for the Panther Trails Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-01,  
Amending FY 22-23 Budget**

Matt Huber Presented Resolution 2024-01 to the Board.

On a Motion by Ms. Murray, seconded by Ms. Feliciano, with all in favor, the Board ratified the chair action, moving \$75,000 from reserves to the operating account, for the Panther Trails Community Development District.

On a Motion by Ms. Murray, seconded by Ms. Feliciano, with all in favor, the Board requested to resend all approved proposals during tonight's meeting, for the Panther Trails Community Development District.

On a Motion by Ms. Murray, seconded by Ms. Feliciano, with all in favor, the Board adopted Resolution 2024-01, Amending FY 22-23 Budget, for the Panther Trails Community Development District.

**NINETH ORDER OF BUSINESS**

**Public Hearing for Rule Development**

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved to open the Public Hearing for Rule Development, for the Panther Trails Community Development District.

There were no comments from the audience.



On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors approved to close the Public Hearing for Rule Development, for the Panther Trails Community Development District.

After discussion, the Board decided to table the Public Hearing to lack of information.

On a Motion by Ms. Lovelace, seconded by Ms. Murray, with all in favor, the Board of Supervisors requested to continue the public hearing, for the Panther Trails Community Development District.

**NINTH ORDER OF BUSINESS**

**Acceptance of Supervisor Travis' Resignation**

On a Motion by Ms. Murray, seconded by Ms. Lovelace, with all in favor, the Board of Supervisors accepted the resignation of Supervisor Kevin Travis, for the Panther Trails Community Development District.

**TENTH ORDER OF BUSINESS**

**SUPERVISOR REQUESTS**

Ms. Lovelace stated there will be bulletins sent to the community detailing the CDD Board vacancy as well as openings for an Event Committee.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Newsome 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. Lovelace, with all in favor, the Board of Supervisors approved to adjourn the meeting at 7:26 p.m., for the Panther Trails Community Development District.

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

## Tab 9

# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

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

## **Operations and Maintenance Expenditures September 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2023 through September 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:    **\$96,771.93**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

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

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

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ABM Building Services, LLC	100354	18446233	A/C Maintenance Services 08/23	\$ 700.58
Aqua Sentry	100355	9521	Monthly Pool Service 09/23	\$ 2,044.99
Burr & Forman, LLP	100356	1411470	Legal Services 07/23	\$ 260.00
Burr & Forman, LLP	100372	1415989	Legal Services 08/23	\$ 1,040.00
DCSI, Inc.	100357	30984	Alarm Monitoring Service -Quarterly Invoice 07/23	\$ 74.97
DCSI, Inc.	100357	31112	Camera Service Call 08/23	\$ 250.00
DCSI, Inc.	100365	31165	Access Control Cards 09/23	\$ 569.00
DCSI, Inc.	100365	31167	Service Call 09/23	\$ 639.00
DCSI, Inc.	100365	31170	Camera Service Call 09/23	\$ 125.00
Egis Insurance Advisors, LLC	100373	19851	Policy #100123636 10/01/2023-10/01/2024	\$ 26,396.00
Florida Department of Revenue	ACH	39-8015697991-3 08/23	Sales & Use Tax 08/23	\$ 65.63
Landscape Maintenance Professionals, Inc.	100358	ACH 178099	Landscape Maintenance 09/23	\$ 10,883.59

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	100358	178258	Mulch 08/23	\$ 8,965.00
Landscape Maintenance Professionals, Inc.	100358	178269	Plant Removal & Replacement 08/23	\$ 334.50
Landscape Maintenance Professionals, Inc.	100358	178271	Plant Removal & Replacement 08/23	\$ 2,619.00
Landscape Maintenance Professionals, Inc.	100358	178324	Irrigation Repair 08/23	\$ 120.00
Landscape Maintenance Professionals, Inc.	100358	178325	Irrigation Repair 08/23	\$ 445.00
Landscape Maintenance Professionals, Inc.	100358	178392	Fertilizer 08/23	\$ 1,570.00
Landscape Maintenance Professionals, Inc.	100358	178393	Pest Control 08/23	\$ 175.00
Landscape Maintenance Professionals, Inc.	100366	178535	Pond Area Clean Up 09/23	\$ 1,049.90
Landscape Maintenance Professionals, Inc.	100366	178536	Plant Removal & Replacement 09/23	\$ 298.90
Nick Knows LLC	100359	PTCDD68	Clubhouse Cleaning 09/23	\$ 1,500.00
Republic Services	100360	0696-001125937 AutoPay	Disposal Service 09/23	\$ 378.36
Rizzetta & Company, Inc.	100351	INV0000083255	District Management Fees 09/23	\$ 5,346.99
Rizzetta & Company, Inc.	100350	INV0000083289	Personnel Reimbursement 09/23	\$ 6,813.98

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	100353	INV0000083318	Amenity - Cell & Mileage 08/23	\$ 115.50
Rizzetta & Company, Inc.	100364	INV0000083375	Personnel Reimbursement 09/23	\$ 5,768.96
Solitude Lake Management, LLC	100361	PSI-012278	Monthly Lake & Pond Services 09/23	\$ 1,544.67
Spectrum	ACH	2358442082523 08/23 Auto Pay	Clubhouse Phone/Internet/Cable 08/23	\$ 378.01
Spectrum	ACH	2467771090123 ACH	8040 Carriage Pointe Dr Cameras 09/23 ACH	\$ 132.97
Spectrum	ACH	2467789090123 Auto Pay 09/23	8310 Carriage Pointe Dr Cameras 09/23	\$ 124.98
Stahl & Associates	100370	091123 Stahl	Renewal Utility Bond FY 23/24	\$ 249.00
Stantec Consulting Services, Inc.	100362	2125000	District Engineer 08/23	\$ 862.50
TECO	ACH	Summary Bill 08/23 Auto Draft	Summary Bill 08/23 ACH	\$ 13,758.45
Terminix	100363	437337813	Pest Control 08/23	\$ 74.00
Times Publishing Company	100371	0000304858 09/10/23	Legal Advertising 09/23	\$ 422.00
Times Publishing Company	100371	0000304867 09/13/23	Legal Advertising 09/23	<u>\$ 675.50</u>

**Report Total**

**\$ 96,771.93**

# **PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

---

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

## **Operations and Maintenance Expenditures October 2023 For Board Approval**

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

The total items being presented:    **\$48,346.37**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

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

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

# Panther Trails Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
ABM Building Services, LLC	100382	18534128	A/C Maintenance Services 09/23	\$ 700.58
Affordable Backflow Testing	100379	20320	Backflow Test 10/23	\$ 50.00
BOCC Hillsborough County Public Utilities	ACH	6919533420 08/23 ACH	11796 Ekker Rd and Lift Station 08/23	\$ 316.35
BOCC Hillsborough County Public Utilities	ACH	6919533420 09/23 ACH	11796 Ekker Rd and Lift Station 09/23	\$ 235.41
Clean Sweep Supply Co., Inc.	100383	7192	Janitorial Supplies 06/23	\$ 143.70
Clean Sweep Supply Co., Inc.	100383	8142	Janitorial Supplies 10/23	\$ 241.00
DCSI, Inc.	100384	31221	Alarm Panel Service Call 09/23	\$ 125.00
DCSI, Inc.	100384	31236	Replace Security Panel & Keypad 09/23	\$ 499.00
Fitness Logic, Inc.	100385	112273	Quarterly Fitness Equip Maintenance 04/23	\$ 125.00
Fitness Logic, Inc.	100385	114999	Quarterly Fitness Equip Maintenance 10/23	\$ 125.00
Florida Department of Revenue	ACH	39-8015697991-3 09/23	Sales & Use Tax 09/23	\$ 86.25
Gladymari Feliciano	100380	ACH GF081023	Board of Supervisors Meeting 08/10/23	\$ 200.00
Gladymari Feliciano	100386	GF101223	Board of Supervisors Meeting 10/12/23	\$ 200.00
Innersync Studio, Ltd	100387	21696	Website Hosting Quarterly Services 10/23	\$ 384.38



# Panther Trails Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
IPFS Corporation	100395	GAA-D40783 10/23	Insurance FY23-24 10/23	\$ 2,329.21
Jennifer L. Murray	100388	JM101223	Board of Supervisors Meeting 10/12/23	\$ 200.00
Landscape Maintenance Professionals, Inc.	100389	178570	Stump Grind 09/23	\$ 427.50
Landscape Maintenance Professionals, Inc.	100389	178679	Stump Grind 09/23	\$ 247.50
Panther Trails CDD	DC Replenish 101123	DC Replenishment 101123	DC Replenishment 101123	\$ 390.83
Panther Trails CDD	DC Replenish 102623	DC Replenishment 102623	DC Replenishment 102623	\$ 593.60
Landscape Maintenance Professionals, Inc.	100389	179083	Pest Control 09/23	\$ 175.00
Phil Lentsch	100390	37290	Books Copied and Bound 10/23	\$ 135.95
Poop 911	100391	7348825	9 Stations Emptied 08/23	\$ 237.90
Poop 911	100391	7474073	9 Stations Emptied 09/23	\$ 237.90
Republic Services	ACH	0696-001132552 ACH 10/23	Disposal Service 10/23 ACH	\$ 378.36
Rizzetta & Company, Inc.	100374	INV0000084086	Assessment Roll FY 23-24	\$ 5,200.00
Rizzetta & Company, Inc.	100376	INV0000084188	District Management Fees 10/23	\$ 5,346.99
Rizzetta & Company, Inc.	100375	INV0000084228	Personnel Reimbursement 09/23	\$ 5,862.44

## Panther Trails Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	100378	INV0000084255	Amenity - Cell & Mileage 09/23	\$ 148.25
Rizzetta & Company, Inc.	100394	INV0000084316	Personnel Reimbursement 10/23	\$ 6,951.60
Spectrum	ACH	2358442092523 10/23	Clubhouse Phone/Internet/Cable 10/23	\$ 366.00
Spectrum	ACH	ACH 2467771090123 ACH	8040 Carriage Pointe Dr Cameras 10/23 AutoPay	\$ 132.97
Spectrum	ACH	2467789090123 ACH	8310 Carriage Pointe Dr Cameras 10/23	\$ 124.98
Stantec Consulting Services, Inc.	100392	2135912	District Engineer 09/23	\$ 896.29
TECO	ACH	Summary Bill 09/23 ACH	Summary Bill 09/23	\$ 13,717.93
Terminix	100381	438410986	Pest Control 09/23	\$ 74.00
Theresa M Lovelace	100393	TL101223	Board of Supervisors Meeting 10/12/23	\$ 200.00
Times Publishing Company	100377	0000307260 09/20/23	Legal Advertising 09/23	<u>\$ 539.50</u>
<b>Report Total</b>				<u><b>\$ 48,346.37</b></u>

## **Tab 10**



# Quarterly Compliance Audit Report

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## Panther Trails

**Date:** October 2023 - 3rd Quarter

**Prepared for:** Scott Brizendine

**Developer:** Rizzetta

**Insurance agency:**



**Preparer:**

Jason Morgan - *Campus Suite Compliance*

*ADA Website Accessibility and Florida F.S. 189.069 Requirements*

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# Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

## Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



### ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



## Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

## Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.\* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

\* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



# ADA Website Accessibility

Result: **PASSED**

## Accessibility Grading Criteria

Passed	Description
Passed	<b>Website errors*</b> 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	<b>Keyboard navigation</b> The ability to navigate website without using a mouse
Passed	<b>Website accessibility policy</b> A published policy and a vehicle to submit issues and resolve issues
Passed	<b>Color contrast</b> Colors provide enough contrast between elements
Passed	<b>Video captioning</b> Closed-captioning and detailed descriptions
Passed	<b>PDF accessibility</b> Formatting PDFs including embedded images and non-text elements
Passed	<b>Site map</b> Alternate methods of navigating the website

\*Errors represent less than 5% of the page count are considered passing

\*\*Error reporting details are available in your Campus Suite Website Accessibility dashboard





# Florida F.S. 189.069 Requirements

Result: **PASSED**

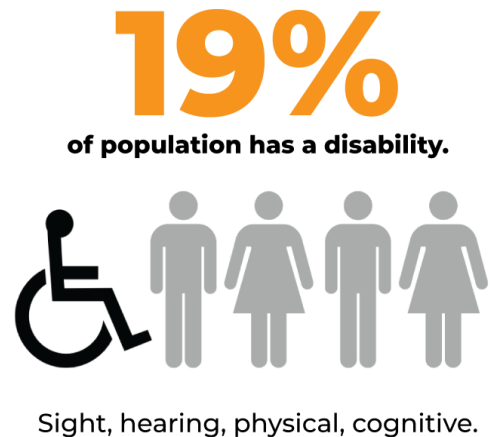
## Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
X	Meeting Agendas for the past year, and 1 week prior to next

# Accessibility overview

## Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



## The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



# ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



## Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

*Contract checker:* <http://webaim.org/resources/contrastchecker>



## Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



## Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

*Helpful article:* <http://webaim.org/techniques/alttext>



## Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

**Helpful article:** [www.nngroup.com/articles/keyboard-accessibility](http://www.nngroup.com/articles/keyboard-accessibility)

**Helpful article:** <http://webaim.org/techniques/skipnav>



## Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

**Helpful article:** <http://webaim.org/techniques/sitetools/>



## Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

**Helpful article:** <http://webaim.org/techniques/tables/data>



## **Making PDFs accessible**

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

**Helpful articles:** <http://webaim.org/techniques/acrobat/acrobat>



## **Making videos accessible**

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

**Helpful article:** <http://webaim.org/techniques/captions>



## **Making forms accessible**

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

**Helpful article:** <http://webaim.org/techniques/forms>



## **Alternate versions**

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



## **Feedback for users**

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



## **Other related requirements**

### ***No flashing***

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

### ***Timers***

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

### ***Fly-out menus***

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

### ***No pop-ups***

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

# Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

## **Tab 11**



**Site Masters of Florida, LLC**  
5551 Bloomfield Blvd.  
Lakeland, FL 33810  
Phone: (813) 917-9567  
Email: tim.sitemastersofflorida@yahoo.com

---

**PROPOSAL**

**Panther Trails CDD**

**Storm Maintenance**

**10/5/2023**

---

**Perform remediation work on stormwater system in accordance with District Engineer's report dated June 8, 2023 for SWFWMD O & M Permit 13830.007.**

**Scope of work includes Locations 1-18 as identified in report.**

**TOTAL    \$19,400**

## Tab 12

**THIRD ADDENDUM TO THE CONTRACT  
FOR  
PROFESSIONAL LANDSCAPE INSPECTION SERVICES**

---

This Third Addendum to the Contract for Professional Landscape Inspection Services (this “**Addendum**”), is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ (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 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 Landscape Inspection Services dated **October 19, 2018** (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit A** – Schedule of Fees 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 amend **EXHIBIT A** – Schedule of Fees attached.

The amended **Exhibit A** – Schedule of Fees are 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 Addendum as of the Effective Date.

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein agree to those terms.

ACCEPTED BY:

**RIZZETTA & COMPANY, INC.**

BY:

\_\_\_\_\_

PRINTED NAME:

William J. Rizzetta

TITLE:

President

DATE:

\_\_\_\_\_

COMMUNITY:

**PANTHER TRAILS COMMUNITY DEVELOPMENT DISTRICT**

BY:

\_\_\_\_\_

PRINTED NAME:

\_\_\_\_\_

TITLE:

\_\_\_\_\_

DATE:

\_\_\_\_\_

## **EXHIBIT A**

### **Schedule of Fees**

#### **STANDARD ON-GOING SERVICES:**

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

---

#### **MONTHLY**

\$800

#### **ADDITIONAL AND LITIGATION SUPPORT SERVICES:**

Additional and Litigation Support Services will be billed hourly pursuant to the current hourly rates shown below:

<b>Job Title:</b>	<b>Hourly Rate:</b>
Principal	\$500.00
VP/CFO/COO	\$450.00
Director	\$250.00
Information Technology Manager	\$225.00
Regional District Manager	\$225.00
Financial Services Manager	\$225.00
Accounting Manager	\$225.00
Regional Licensed Community Association Manager	\$200.00
District Manager	\$175.00
Licensed Community Association Manager	\$175.00
Amenity Services Manager	\$175.00
Clubhouse Manager	\$175.00
Senior Helpdesk Support Engineer	\$175.00
Financial Analyst	\$150.00
Division Manager Landscape Inspection Services	\$150.00
Senior Accountant	\$150.00
Collections Manager	\$125.00
Landscape Specialist	\$125.00
Financial Associate	\$125.00
Community Association Coordinator	\$100.00
Staff Accountant	\$100.00
Information Technology	\$100.00
Accounting Clerk	\$85.00
Administrative Assistant	\$85.00