

PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT

January 23, 2007 Minutes of Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Panther Trace Community Development District was held on Tuesday, January 23, 2007 at 6:00 p.m. at ~~The Panther Trace Clubhouse, located at 12515 Bramfield Avenue, Riverview, Florida 33569.~~ *DMS offices.*

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Regular Meeting of the Board of Supervisors of the Panther Trace Community Development District to order on Tuesday, January 23, 2007 at 6:00 p.m.

Board Members Present and Constituting a Quorum:

Donna Lee Burke	Chairman
Kenneth Roberts	Supervisor
Anthony Trask	Supervisor

Staff Members Present:

Brian Lamb	District Management Services, LLC
Kristen Clark	District Management Services, LLC

Audience Members Present:

Various residents in attendance

2. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the Board of Supervisors Meeting held on October 24, 2006

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on October 24, 2006, as presented.
MADE BY:	Supervisor Roberts
SECONDED BY:	Supervisor Trask
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

B. Consideration of Operation and Maintenance Expenditures, November and December

MOTION TO:	Approve the Operation and Maintenance Expenditures, November and December.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

C. Consideration of Operation and Maintenance Expenditures, January

MOTION TO:	Approve the Operation and Maintenance Expenditures, January.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

3. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

Following comments from a resident, Mr. Lamb suggested posting the community resource officer information on the website.

A. Memo from Anthony Trask, Panther Trace 2007 Goals

Supervisor Trask went over a memo he provided regarding goals for 2007, including providing emergency contact information and plans. Mr. Lamb stated that he would like to help develop a mission statement for the CDD and develop strategies and tactics to help meet the goals. He also would like to hold a leadership training workshop. Supervisor Burke suggested that the Board members review the memo and provide feedback to be reviewed at the leadership workshop. She then suggested a date in February. Mr. Lamb stated that they should hold it in March, thus allowing time to work on the Capital Improvement Project.

4. BUSINESS ITEMS

A. Consideration of the Resignation of Supervisor Randy Romero

MOTION TO:	Accept the Resignation of Supervisor Randy Romero.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

B. Consideration of Appointment of New Supervisor

Mr. Lamb advised that the Board could fill the vacant seat until its expiration on November 1, 2008 by appointing a resident by motion. He recommended posting the vacancy on the website to allow the Board to review some resumes of potential candidates.

Supervisor Burke stated that they've been without a fifth Board member since November and requested that the Board expedite this process. Mr. Lamb responded that he was sure that the Board would be able to appoint someone in February.

MOTION TO:	Move item 4B to the February agenda.
MADE BY:	Supervisor Roberts
SECONDED BY:	Supervisor Trask
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

C. Consideration of Resolution 2007-02, Re-designation of Officers

Mr. Lamb stated that this item would be tabled until the next meeting as well.

D. Consideration of Resolution 2007-03, Ratification of Resolution 2007-01

Mr. Lamb reminded the Board that the agreement had been approved in substantial form with Resolution 2007-01 and stated that Resolution 2007-03 ratified that action of the Board.

MOTION TO:	Approve Resolution 2007-03, Ratifying Resolution 2007-01.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

E. Review of FY 2005 Audit Report

Mr. Lamb referred to the FY 2005 Audit Report located behind Tab 7. He stated that the Audit Report reflected that the financial statements present fairly in all material respects the financial position of the District.

MOTION TO:	Approve the FY 2005 Audit Report.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

Mr. Lamb advised that a copy of the Audit Report is available for public inspection.

F. Review of Arbitrage Report

Mr. Lamb stated that the report showed that there were no concerns and asked for a motion to approve the Arbitrage Report.

MOTION TO:	Approve the Arbitrage Report.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

G. Capital Improvement Plan Discussion

Mr. Lamb advised that they had reviewed a plan and that they had received some preliminary cost estimates, proposals and renderings. He presented the parameters identified in the FY 2007 Operating Budget. He then explained the finance plan and the expected costs of the various improvement projects for landscape, hardscape, entranceways and parks. He discussed the installation of a low wall around the park that would keep cars off the grass as well as provide seating. A discussion followed regarding other possible uses of the multi-use area. Mr. Lamb advised that a Power Point presentation would be posted on the web site regarding the plans.

Mr. Lamb asked the Board if they had any comments. A discussion ensued regarding the costs of what is being proposed for the park and how they might get more input from the residents. Consideration of doing the project in phases was suggested. Supervisor Burke suggested benches and shrubbery be installed rather than the wall as well as other ways to trim the costs outlined in the proposals. Mr. Lamb asked that the Board set thresholds at the meeting so that the process could begin. He stated that \$150,000.00 over sixty months would result in an approximate annual obligation of \$34,300.00. He reminded the Board that they had budgeted \$28,000.00 for Capital Improvements alone. The balance of the funds could be shifted from the plant replacement program. Supervisor Burke suggested that they Board appoint a Board member to work with DMS to finalize the plan. She also suggested a cap of \$37,000.00.

MOTION TO:	Authorize Staff and Supervisor Burke to refine the Capital Infrastructure Plan to an amount not to exceed \$37,000.00 per year financed for a period not to exceed sixty months and not to exceed an interest rate of 6%. Further, authorize Staff and Supervisor Trask to negotiate the terms of the finance agreement, to enter into the agreement and to bring it before the Board for ratification.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

A discussion followed regarding the expected completion date. Supervisor Trask indicated that he thought it would be done by September. Mr. Lamb stated that it likely would only take three months. Further discussion regarding the irrigation needs being met followed.

A suggestion was made to add some plants near the pond at the entranceway to block the view of adjacent homes.

H. General Matters of the District

Mr. Lamb advised that there was no further business for the Board.

5. STAFF REPORTS

A. District Counsel

Not present.

B. District Engineer

Not present.

C. District Manager

1. Financial Memo
2. Financial Statement for the Month ending September 2006
3. Financial Statement for the Month ending October 2006
4. Financial Statement for the Month ending November 2006

Mr. Lamb referred to the financial memos. Hearing no questions, he asked Ms. Clark to provide an update.

D. Field Manger

1. Update

Ms. Clark stated that the newsletter will be provided as a free service through the St. Petersburg Times. She advised that future events will be sponsored by the St. Petersburg Times as well. Ms. Clark stated that volunteers were welcome to assist with the newsletter.

6. ADJOURNMENT

Mr. Lamb asked for a motion to adjourn the meeting.

MOTION TO:	Adjourn the Regular Meeting of the Panther Trace Community Development District at approximately 7:21 p.m.
MADE BY:	Supervisor
SECONDED BY:	Supervisor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

**These minutes were done in summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on February 27, 2007.

Donna Lee Adams Burke
Signature

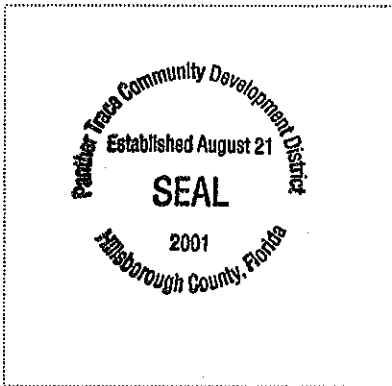
Donna Lee Adams Burke
Printed Name

Title:
 Chairman
 Vice Chairman

[Signature]
Signature

Patricia L. Lu
Printed Name

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator

Nicole J. Canale
Signature

3/6/07
Date