

PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT

March 25, 2008 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 Monday, March 25, 2008, at 6:30 p.m. at the Panther Trace Clubhouse, located at 12515 Bramfield Avenue, Riverview, Florida 33579.

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 Monday, March 25, 2008, at 6:35 p.m.

Board Members Present and Constituting a Quorum:

Donna Lee Burke	Chairman (<i>joined meeting in progress</i>)
Andrea Berberat	Supervisor
Kenneth Roberts	Supervisor
Anthony Trask	Supervisor

Staff Members Present:

Brian Lamb	District Manager, District Management Services, LLC
Allison Martin	Representative, District Management Services, LLC
Monica Vitale	Clubhouse Manager

Audience Members Present:

Brenda Eggleston Diaz
Jennifer Thomas

2. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the Board of Supervisors Meetings held on February 26, 2008 (Tab 1)

Mr. Lamb stated that he sent the minutes to the Chairman for review and Ms. Burke had several revisions to be made. He recommended that the Board approve the minutes subject to revisions by the Chairman.

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on February 26, 2008 (subject to revisions by the Chairman).
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Berberat
DISCUSSION:	None further
RESULT:	Called to Vote: motion Passed 3/0 - Motion passed unanimously

(Ms. Burke joined meeting in progress.)

B. Consideration of Operations and Maintenance Expenditures, March, 2008 (Tab 2)

Clarification was requested on several invoices. Mr. Roberts stated that there was a TECO invoice included that is for the Parkway Center CDD. Mr. Lamb stated that he will have the invoice removed. Mr. Trask stated that he would like more detailed description on the invoices and backup if applicable for the invoices from Cornerstone Hardscapes, Inc. He stated that there is no backup for the invoice from Costco Wholesale showing what was purchased. Ms. Burke stated that on invoice 1320 from A Paradise Look there was a note that the vendor arrived on two days separate days to perform the work but could not because the clubhouse was occupied. She asked if the work was scheduled or if the vendor just showed up. Ms. Burke also asked what the hourly rate being paid to the vendor. Mr. Lamb stated that for all service invoices he will request that the hours worked and the hourly rate are shown on the invoice. Ms. Burke stated that on invoice 1335 from A Paradise Look there is a charge for the removal of a damaged sign and post at the pond area. She stated that the District needs to ensure that a portion of that charge be paid for by the resident responsible for the damage. Ms. Burke stated that the invoice from American Hotel Register Company still shows Monica's address. She asked why the invoice from BP Business Solutions shows a late charge for the February billing cycle. Ms. Burke stated that invoice 440 from Cornerstone Hardscapes, Inc. reflects that they pressure washed 11 entryways. It was stated that there are only 10 entryways and the District should receive a credit for the 11th that was stated on the invoice. Mr. Lamb stated that the Board could approve the expenditures subject to DMS researching the concerns of the Board.

MOTION TO:	Approve the Operations and Maintenance Expenditures, March, 2008 totaling \$83,591.83 as presented with DMS research the concerns of the Board as noted.
MADE BY:	Supervisor Berberat
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion Passed 4/0 - Motion passed unanimously

3. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Ms. Burke asked if there were any audience comments.

Ms. Eggleston-Diaz stated that she would like to address the Board in regards to revisiting the issue of reinstating her families' privileges at the clubhouse and pool area. It was requested that this item be discussed later in the meeting.

Jennifer Thomas, a resident, stated that she is interested in providing recreational classes to the students of Panther Trace. She reviewed the proposed classes she would like to teach and the schedule she would like to follow.

Mr. Roberts stated that at \$175 per week for the cleaning of the clubhouse it totals \$9,100 per year. He asked if the District is receiving the best price available for the services being provided.

There were no Supervisor requests.

4. BUSINESS ITEMS

A. Review of Fiscal Year 2006 Financial Audit

Ms. Burke stated that the Board of Supervisors is no longer made of up Developer representative's and was not at the time of the report period. She stated that on page 12 of the report it reflects that four of the five Board members are affiliated with the Development entity, RRG Big Bend, LLC. Mr. Lamb stated that he will research who the Board members were as of October 1, 2005 as that is the beginning of the period that the audit is for. General discussion ensued.

MOTION TO:	Accept the Fiscal Year 2006 Financial Audit (subject to verification of Board members at time financial period started)
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion Passed 4/0 - Motion passed unanimously

B. Election of Supervisors Report (Tab 3)

Mr. Lamb stated that there will be three seats up for election on November 4, 2008. He stated that there is a revision to the first page of his memo. Mr. Lamb stated that the length of the terms will be four years. He also stated that percentage of signatures of the Districts registered voters needed is now .05% instead of 1% as shown on the memo. Mr. Lamb reviewed the qualifying method and election period for the election of the Supervisors. Ms. Burke stated that arrangements have been made to include this information in the newsletter.

C. General Matters of the District

No further matters were presented.

5. STAFF REPORTS

A. District Counsel

Not present.

B. District Engineer

Not Present

C. District Manager

1. Financial Statements, Month Ended January 31, 2008 (Tab 4)

Mr. Lamb reviewed the financial statements for the Board. A male Board member asked if there is still a commitment by Phase II to pay for a portion of the security patrol. Mr. Lamb stated that there is currently an agreement in place obligating Phase II to pay a portion. General discussion ensued.

2. Manager's Report (Tab 5)

Mr. Lamb reviewed the Manager's Report for the Board.

3. Set up of Board E-Mail Addresses (Tab 6)

Mr. Lamb stated that as requested by the Board, District Staff has issued email addresses to each of the Board members as part of the District website. He provided a brief overview for the Board on how to access their emails and storing emails.

4. Advisory Legal Opinion Sunshine Law and Records Management (Tab 7)

Mr. Lamb stated that the advisory legal opinion is for informational purposes. Ms. Burke encouraged all Board members to read the legal opinion.

6. AUDIENCE COMMENTS

Ms. Brenda Eggleston Diaz requested that the Board revisit the issue of reinstating her families' privileges at the clubhouse and pool area. Ms. Burke asked Ms. Vitale to provide the Board with her observations and records with regards to the family. Ms. Vitale stated that she has observed the children at the clubhouse after their privileges had been revoked. She stated that they have been jumping the fence to obtain access and a trespassing warrant has been issued again. Ms. Burke stated that after the second violation she observed all of the children at the Fall Festival and they were very belligerent. She stated she also observed the children at the clubhouse walking through a birthday party. Ms. Burke stated that she asked the children to leave and they were very confrontational. She stated that she contacted the Pasco County Sheriff's office. Ms. Burke stated that the privileges were revoked for a reason and regardless of that fact the children chose to disregard the revokement. Ms. Vitale stated that a letter was sent via certified mail to Ms. Diaz regarding the most recent incidents. Ms. Diaz stated that she did not receive a letter. Mr. Lamb stated that it would be appropriate to formalize the action of the Board by preparing a letter stating whether the Board will accept, deny, or mediate the clubhouse and pool area privileges and provide a time frame in which the Board to revisit the issue.

MOTION TO:	Deny the request to reinstate the clubhouse and pool area privileges for the Eggleston Diaz family and to readdress the issue at the June Board meeting.
MADE BY:	Supervisor Berberat
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

Ms. Vitale stated that the children have also been observed entering the pool area utilizing another resident's access card. She stated that she will get a copy of the latest letter sent to Ms. Diaz.

Jennifer Thomas provided additional information in regards to the proposed recreational classes she'd like to provide for the children.

Ms. Martin provided the Board with information on the upcoming Earth Day and the way that the community will be participating.

7. ADJOURNMENT

MOTION TO:	Adjourn the regular Panther Trace Community Development District meeting at approximately 8:20 p.m.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - 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 April 22, 2008.



Signature

Donna Lee Burke

Printed Name

Title:
 Chairman
 Vice Chairman



Signature

BRIAN LAMB

Printed Name

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator



Signature

5/1/08

Date