

***PANTHER TRACE I
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Monday
December 7, 2020
7:30 p.m.***

***Location:
Panther Trace I Clubhouse
12515 Bramfield Drive
Riverview, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Panther Trace I Community Development District

DPFG Management & Consulting, LLC
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 321-263-0132

Board of Supervisors
**Panther Trace I Community
Development District**

Dear Board Members:

A Regular Meeting of the Board of Supervisors of the Panther Trace I Community Development District is scheduled for **Monday, December 7, 2020 at 7:30 p.m.** at the **Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, Florida.**

Residents have the option of calling into the meeting via Zoom, with the following dial-in info:

Call-in Number: (929) 205-6099

URL: <https://us02web.zoom.us/j/86352453383?pwd=enp6UFBIdWRBNDNDbnBIU3Q3bXhJUT09>

Meeting ID: 863 5245 3383

Passcode: 207733

The advanced copy of the agenda for the meeting is attached along with associated documentation.
Any additional support material will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

Raymond J. Lotito
District Manager

cc: Attorney, Straley Robin Vericker
Engineer, Stantec
Clubhouse Manager
District Files

District: **PANTHER TRACE I COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Monday, December 7, 2020

Time: 7:30 PM

Location: Panther Trace I Clubhouse
12515 Bramfield Drive
Riverview, FL

Call-in Number: (929) 205-6099

Meeting ID: 863 5245 3383

Passcode: 207733

Agenda

I. Roll Call

II. Pledge of Allegiance

III. Audience Comments – (limited to 3 minutes per individual)

IV. Organizational Matters

A. Newly Elected Board Supervisors

1. Oath of Office of Elected Board Supervisor

Exhibit 1

2. Review of the Sunshine Law and Supervisor Duties

3. Acceptance or Waiver of Compensation

4. Form 1

Exhibit 2

5. Supervisor Information Sheet

V. Administration Items

A. Consideration and Approval of Minutes of the October 27, 2020 Meeting

Exhibit 3

B. Acceptance of the November 2020 Financial Statements Exhibit 4

C. Consideration and Acceptance of the LLS Tax Solutions Arbitrage Report dated November 30, 2020 Exhibit 5

VI. Business Matters

A. Consideration and Adoption of **Resolution 2021-01**, Designating Local Records Office Exhibit 6

VII. Old Business Matters

None

VIII. Staff Reports

A. District Manager

B. District Counsel

C. District Engineer

D. Facilities Director

1. Facilities Director's Report *To be Distributed*

2. Review of the OLM Inspection Report, Grade Sheet and LMP Weekly Summary Report *To be Distributed*

IX. Supervisors Requests

X. Audience Comments – New Business – *(limited to 3 minutes per individual for non-agenda items)*

XI. Adjournment

EXHIBIT 1

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Hillsborough

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words “so help me God.” See § 92.52, Fla. Stat.]

Signature

Sworn to and subscribed before me by means of physical presence or
 online notarization, this day of , .

Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☐ **OR** Produced Identification ☐

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☐ Home ☐ Office

Street or Post Office Box

Print Name

City, State, Zip Code

Signature

EXHIBIT 2

FORM 1**STATEMENT OF
FINANCIAL INTERESTS****2019**Please print or type your name, mailing
address, agency name, and position below:**FOR OFFICE USE ONLY:**

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

CHECK ONLY IF ☐ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE****** THIS SECTION MUST BE COMPLETED ********DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (**must check one**):

☐ **COMPARATIVE (PERCENTAGE) THRESHOLDS** OR ☐ **DOLLAR VALUE THRESHOLDS****PART A -- PRIMARY SOURCES OF INCOME** [Major sources of income to the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

PART B -- SECONDARY SOURCES OF INCOME[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")**You are not limited to the space on the
lines on this form. Attach additional
sheets, if necessary.****FILING INSTRUCTIONS** for when
and where to file this form are
located at the bottom of page 2.**INSTRUCTIONS** on who must file
this form and how to fill it out
begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]
(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

PART E — LIABILITIES [Major debts - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]
(If you have nothing to report, write "none" or "n/a")

	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING

For **elected municipal officers** required to complete annual ethics training pursuant to section 112.3142, F.S.

☐ **I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.**

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE ☐

SIGNATURE OF FILER:

Signature:

Date Signed:

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

State officers or specified state employees who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

Candidates file this form together with their filing papers.

MULTIPLE FILING UNNECESSARY: A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

WHEN TO FILE: Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2019.

NOTICE

Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

WHO MUST FILE FORM 1:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc.; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance

director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

INSTRUCTIONS FOR COMPLETING FORM 1:

INTRODUCTORY INFORMATION (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: www.ethics.state.fl.us.

NAME OF AGENCY: The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

DISCLOSURE PERIOD: The "disclosure period" for your report is the calendar year ending December 31, 2019.

OFFICE OR POSITION HELD OR SOUGHT: The title of the office or position you hold, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

PUBLIC RECORD: The disclosure form and everything attached to it is a public record. Your Social Security Number is not required and you should redact it from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written request.

MANNER OF CALCULATING REPORTABLE INTEREST

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

— If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(6), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies; utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Dollar Value Thresholds Instructions.)

IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s), but income from these public sources should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived

more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than 10% of your gross income from that business entity; **and,**

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145, F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies; utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

End of Percentage Thresholds Instructions.)

EXHIBIT 3

1 **MINUTES OF MEETING**

2 **PANTHER TRACE I**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Panther Trace I Community Development
5 District was held on Tuesday, October 27, 2020 at 7:30 p.m. via electronic teleconference.

6 **FIRST ORDER OF BUSINESS – Roll Call**

7 Ms. Jones called the meeting to order and conducted roll call.

8 Present and constituting a quorum were:

9 Megan Jones	Board Supervisor, Chairwoman
10 Mike Staubitz	Board Supervisor, Vice Chairman
11 Dan O'Neill	Board Supervisor, Assistant Secretary
12 Michael Themar	Board Supervisor, Assistant Secretary

13 Also present were:

14 Raymond Lotito	District Manager, DPGF Management & Consulting
15 Monica Vitale	Facilities Director

16 *The following is a summary of the discussions and actions taken at the October 27, 2020 Panther Trace I*
17 *CDD Board of Supervisors Regular Meeting.*

18 **SECOND ORDER OF BUSINESS – Audience Comments**

19 There being none, the next item followed.

20 **THIRD ORDER OF BUSINESS – Administration Items**

21 A. Exhibit 1: Consideration and Approval of Minutes of the September 22, 2020 Meeting

22 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board approved
23 the Minutes of the Board of Supervisors Regular Meeting held on September 22, 2020, for the Panther
24 Trace I Community Development District.

25 B. Exhibit 2: Acceptance of the September 2020 Unaudited Financial Statements

26 Mr. Lotito indicated an excess of revenue over expenditures in the amount of \$126,920, carrying
27 over to a fund balance of \$1,756,538.

28 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board accepted
29 the September 2020 Unaudited Financial Statements as presented for the Panther Trace I Community
30 Development District.

31 **FOURTH ORDER OF BUSINESS – Business Matters**

32 A. Exhibit 3: Consideration of Holiday Lighting Proposals

33 ➤ J & A Lawn Services, LLC - \$1,000.00

34 ➤ Illuminations Holiday Lighting – TBD

35 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board approved
36 the Illuminations Holiday Lighting Proposal, in an amount not to exceed \$5,250.00, for the Panther Trace
37 I Community Development District.

38 B. Exhibit 4: Consideration of LMP Proposals

- 39 ➤ Median Plant Filler (map attached) – Estimate No. 66369 - \$812.00
40 This item was rejected by the Board.
41 ➤ Ligustrum Tree Removal/Replacement – Estimate No. 68045 - \$2,462.50
42 This item was rejected by the Board.
43 ➤ Common Area Mulch Installation – Estimate No. 68288 - \$14,975.00
44 This item was tabled for 3-6 months.
45 ➤ Sports Field Over-seeding – Estimate No. 68309 - \$4,487.50
46 ➤ Hedge Thyrallis Plant Filler – Estimate No. 67794 - \$688.00

47 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board approved 48 LMP Proposals No. 68309 and 67794, in the total amount of \$5,175.50, for the Panther Trace I Community 49 Development District.
--

- 50 C. Presentation of Egis Insurance Property Schedule Spreadsheet
51 Ms. Vitale and Mr. Themar discussed the spreadsheet and valuations.

52 **FIFTH ORDER OF BUSINESS – Old Business Matters**

- 53 There being none, the next item followed.

54 **SIXTH ORDER OF BUSINESS – Staff Reports**

55 A. District Manager

- 56 Mr. Lotito stated that the Executive Order allowing for meetings to be conducted via teleconference
57 would be expiring November 1 and stated that District Management was anticipating and preparing
58 for in-person meetings beginning November.

59 B. District Counsel

- 60 There being none, the next item followed.

61 C. District Engineer

- 62 There being none, the next item followed.

63 D. Facilities Director

- 64 ➤ Exhibit 5: Facilities Director's Report October 2020

- 65 Ms. Vitale gave an overview of the report, noting that pressure washing had occurred on areas
66 of the clubhouse and monuments, and that playground equipment had been ordered.

- 67 ➤ Exhibit 6: Review of the OLM Inspection Report, Grade Sheet, and LMP Weekly Summary
68 Report

69 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

- 70 There being none, the next item followed.

71 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business**

- 72 There being none, the next item followed.

73 **NINTH ORDER OF BUSINESS – Adjournment**

74 Ms. Jones asked for final questions, comments, or corrections before requesting a motion to adjourn
75 the meeting. There being none, Mr. O'Neill made a motion to adjourn the meeting.

76 On a MOTION by Mr. O'Neill, SECONDED by Mr. Themar, WITH ALL IN FAVOR, the Board adjourned
77 the meeting for the Panther Trace I Community Development District.

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

81 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
82 **meeting held on _____.**

83

Signature

Signature

Printed Name

Printed Name

84 **Title:** ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 4

Panther Trace Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2020

Panther Trace CDD
Balance Sheet
October 31, 2020

	<u>GENERAL FUND</u>	<u>DS2020 FUND</u>	<u>CONSOLIDATED TOTAL</u>
1 <u>ASSETS:</u>			
2			
3 CASH	\$ 8,337	\$ -	\$ 8,337
4 CASH - DEBIT CARD	1,527	-	1,527
5			
6 INVESTMENTS:			
7 MONEY MARKET ACCOUNT - BU	1,709,852	-	1,709,852
8 TRUST - REVENUE ACCT	-	4,951	4,951
9 TRUST - RESERVE ACCT	-	-	-
10 TRUST - ESCROW ACCT	-	-	-
11 TRUST - INTEREST ACCT	-	47,508	47,508
12 ACCOUNTS RECEIVABLE	-	-	-
13 ON ROLL ASSESSMENTS RECEIVABLE - CY	-	-	-
14 DUE FROM OTHER FUNDS	-	7,370	7,370
15 PREPAID EXPENSES	985	-	985
16 DEPOSITS	16,860	-	16,860
17 TOTAL ASSETS	<u>\$ 1,737,561</u>	<u>\$ 59,829</u>	<u>\$ 1,797,391</u>
18			
19			
20 <u>LIABILITIES:</u>			
21			
22 ACCOUNTS PAYABLE	\$ 16,309	\$ -	\$ 16,309
24 ACCRUED EXPENSES	(75)	-	(75)
25 DEFERRED REVENUE (ON-ROLL)	-	-	-
26 DUE TO DS FUND	7,370	-	7,370
27			
28 <u>FUND BALANCE:</u>			
29			
30 NONSPENDABLE:			
31 PREPAID AND DEPOSITS	17,845	-	17,845
33 ASSIGNED: ONE QUARTER OPERATING CAPITAL	228,911	-	228,911
34 ASSIGNED: RENEWAL & REPLACEMENT	295,923	-	295,923
35 ASSIGNED: FY 2017 INC. IN RESERVES	115,806	-	115,806
36 ASSIGNED: FY 2018 INC. IN RESERVES	100,615	-	100,615
37 ASSIGNED: FY 2019 INC. IN RESERVES	70,900	-	70,900
38 ASSIGNED: FY 2020 INC. IN RESERVES	79,495	-	73,000
39 RESTRICTED:			
40 DEBT SERVICE	-	59,829	59,829
41 UNASSIGNED	804,462	-	804,462
42 TOTAL LIABILITIES & FUND BALANCE	<u>\$ 1,737,561</u>	<u>\$ 59,829</u>	<u>\$ 1,790,896</u>

Panther Trace CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For the Period From October 1, 2020 through October 31, 2020

	FY2021 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
1 REVENUE				
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 787,745	\$ 65,645	\$ 6,588	\$ (59,057)
3 INTEREST REVENUE	2,000	167	149	(18)
4 MISCELLANEOUS REVENUE (FIELD USE, ACCESS CARDS, ETC)	300	25	-	(25)
5 CH SECURITY OFFICER FEE	-	-	-	-
6 CLUBHOUSE RENTALS	2,500	208	-	(208)
7 FUND BALANCE FORWARD	123,099	10,258	-	(10,258)
8 TOTAL REVENUE	915,644	76,304	6,737	(69,566)
9				
10 EXPENDITURES				
11 FINANCIAL AND ADMINISTRATIVE:				
12 BOARD OF SUPERVISORS SALARIES	12,000	1,000	-	1,000
13 PAYROLL TAXES (BOS STAFF)	919	77	-	77
14 PAYROLL SERVICE FEES	650	54	-	54
15 MANAGEMENT CONSULTING SERVICES	45,000	3,750	3,750	-
16 SALES TAX	-	-	-	-
17 OFFICE SUPPLIES	500	42	2,044	(2,002)
18 BANK FEES	200	17	-	17
19 MISCELLANEOUS - (POSTAGE, COPIES, PHONE, ETC)	-	-	-	-
20 MAILING	50	4	-	4
21 SCHOOL SPONSORSHIP	200	17	-	17
22 OTHER MISCELLANEOUS	250	21	600	(579)
23 AUDITING	3,450	288	-	288
24 REGULATORY AND PERMIT FEES	175	15	175	(160)
25 LEGAL ADVERTISEMENTS	700	58	-	58
26 ENGINEERING SERVICES	5,000	417	-	417
27 TECHNOLOGY SERVICES & WEBSITE ADMIN	1,650	138	1,515	(1,378)
28 LEGAL SERVICES	7,500	625	122	504
29 TOTAL FINANCIAL & ADMINISTRATIVE	78,244	6,520	8,205	(1,685)
30				
31 INSURANCE:				
32 INSURANCE (PUBLIC OFFICIALS & PROPERTY & CASUALTY)	14,131	14,131	15,535	(1,404)
33 TOTAL INSURANCE	14,131	14,131	15,535	(1,404)
34				
35 DEBT SERVICE ADMINISTRATION:				
36 DISCLOSURE REPORT	1,000	83	-	83
37 ARBITRAGE REBATE	650	54	-	54
38 TRUSTEE FEES	4,041	337	-	337
39 TOTAL DEBT SERVICE ADMINISTRATION	5,691	474	-	474
40				
41 UTILITIES:				
42 UTILITIES - ELECTRICITY	123,600	10,300	4,468	5,832
43 UTILITIES - WATER	12,000	1,000	670	330
44 UTILITIES - SOLID WASTE DISPOSAL	2,720	227	-	227
45 UTILITY IMPACT FEE	650	54	-	54
46 TOTAL UTILITIES	138,970	11,581	5,138	6,443
47				
48 SECURITY:				
49 SECURITY SYSTEM - CONTRACT	120	10	25	(15)
50 SECURITY PATROL	25,000	2,083	667	1,416
51 SECURITY MISCELLANEOUS EXPENSE (EQUIPMENT REPAIRS & MAINT)	500	42	-	42
52 TOTAL SECURITY	25,620	2,135	692	1,443
53				

Panther Trace CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For the Period From October 1, 2020 through October 31, 2020

	FY2021 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
54 PHYSICAL ENVIRONMENT:				
55 LAKE & POND MAINTENANCE	20,964	1,747	1,747	-
56 LAKE & POND MAINTENANCE - OTHER	5,500	458	-	458
57 ENTRY & WALLS MAINTENANCE	7,500	625	-	625
58 LANDSCAPE MAINTENANCE - CONTRACT	161,065	13,422	13,222	200
59 LANDSCAPE CONSULTING (INSPECTION)	15,120	1,260	1,260	-
60 LANDSCAPE - MISCELLANEOUS				
61 LANDSCAPE REPLACEMENT (PLANTS, SOD, MULCH, FERTILIZER)	40,000	3,333	-	3,333
62 TREE MAINTENANCE/REMOVAL	5,000	417	960	(543)
63 OTHER LANDSCAPE MISCELLANEOUS	5,000	417	1,702	(1,285)
64 IRRIGATION REPAIRS & MAINTENANCE	7,500	625	-	625
65 IRRIGATION USAGE REPORTING	2,400	200	-	200
66 DECORATIVE LIGHT MAINTENANCE	1,200	100	-	100
67 PAVEMENT REPAIRS	1,000	83	-	83
68 PEST CONTROL	960	80	80	-
69 FIELD CONTINGENCY	10,000	833	-	833
70 TOTAL PHYSICAL ENVIRONMENT	283,209	23,601	18,971	4,630
71				
72 PARKS AND RECREATION:				
73 COMMUNICATIONS (TEL, CELL, INT)	2,640	220	127	93
74 CLUBHOUSE STAFF	70,103	5,842	4,041	1,801
75 CLUBHOUSE STAFF TAXES	5,363	447	250	197
76 UNEMPLOYMENT INSURANCE	1,200	100	-	100
77 CLUBHOUSE WORKMANS COMP INSURANCE	1,250	104	57	47
78 CLUBHOUSE STAFF PAYROLL FEES	3,000	250	134	116
79 CLUBHOUSE INTERIOR FURNISHINGS	1,500	125	-	125
80 CLUB FACILITY MAINTENANCE	18,000	1,500	1,300	200
81 POOL MAINTENANCE - CONTRACT	11,200	933	975	(42)
82 POOL MAINTENANCE - OTHER	6,000	500	1,360	(860)
83 POOL PERMIT	275	23	-	23
84 CLUBHOUSE SUPPLIES	2,500	208	-	208
85 PARK FACILITY MAINTENANCE	4,163	347	-	347
86 CAPITAL IMPROVEMENTS	135,000	11,250	58,597	(47,347)
87 SPECIAL EVENTS	25,000	2,083	1,370	713
88 DECORATIVE LIGHT/HOLIDAY	2,000	167	-	167
89 MISCELLANEOUS	-	-	-	-
90 STORAGE	984	82	-	82
91 SIGNS	-	-	-	-
OTHER AMENITY CENTER REPAIRS & MAINTENANCE (PATIO FURNITURE & CLUBHOUSE LIGHTING)	6,600	550	-	550
92				
93 TOTAL PARKS AND RECREATION	296,778	24,732	68,211	(43,479)
94				
95 TOTAL EXPENDITURES BEFORE CAPITAL RESERVES	842,644	83,175	116,752	(33,578)
96				
97 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES BEFORE CAPITAL RESERVES	73,000	(6,871)	(110,015)	(103,144)
98				
99 CAPITAL RESERVES:				
100 CAPITAL ASSET RESERVES	73,000	-	-	-
101 TOTAL CAPITAL RESERVES	73,000	-	-	-
102				
103 TOTAL EXPENDITURES	915,644	83,175	116,752	(33,578)
104				
105 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(6,871)	(110,015)	(103,144)
106				
107 FUND BALANCE - BEGINNING	1,431,572	119,298	1,823,972	1,823,972
108 INCREASE IN RESERVES FOR RENEWAL	73,000	-	-	-
109				
110 FUND BALANCE - ENDING	\$ 1,504,572	\$ 112,427	\$ 1,713,957	\$ 1,720,828

112 a) Assessment budget, year-to-date budget and actual collections reported at net.

113

114

115

116

117

118

119

Renewal & Replacement (Reserve)

Panther Trace CDD
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For the Period From October 1, 2020 through October 31, 2020

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121
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FY2021 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
	Reserve for Renewal & Replacement	\$	431,808
		FY 2017	\$ 115,806
		FY 2018	\$ 100,615
		FY 2019	\$ 70,900
		FY 2020	\$ 73,000
	Solar & Heat Pump	\$	(98,803)
	Bathroom Renovation	\$	(27,357)
	Split System (A/C) & Compressor	\$	(9,725)
	Total	\$	656,244

Panther Trace CDD
Debt Service Fund- Series 2020
Statement of Revenue, Expenses and Changes in Fund Balance
For the Period From October 1, 2020 through October 31, 2020

	<u>ACTUAL YEAR-TO-DATE</u>
1 REVENUE	
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 2,358
3 DISCOUNT (ASSESSMENTS)	-
4 INTEREST REVENUE	0
5 TOTAL REVENUE	<u>2,359</u>
6	
7	
8	
9 EXPENDITURES	
10 INTEREST EXPENSE	-
11 PRINCIPAL RETIREMENT	-
12 COST OF ISSUANCE	-
13 TOTAL EXPENDITURES	<u>-</u>
14	
15 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	2,359
16	
17 OTHER FINANCING SOURCES (USES)	
18 BOND PROCEEDS	-
19 TRANSFER IN (OUT)	-
20 TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>
21	
22 FUND BALANCE - BEGINNING	57,471
23	
24 FUND BALANCE - ENDING	<u><u>\$ 59,829</u></u>
25	

26 a) Assessment budget reported at gross and year-to-date budget and actual collections
adjusted for net tax collections.

**Panther Trace CDD
Cash Reconciliation (GF)
October 31, 2020**

	BankUnited (Operating Acct)
Balance Per Bank Statement	\$ 10,166.89
Add: Deposits in Transit	
Less: Outstanding Checks	(1,829.40)
<i>Adjusted Bank Balance</i>	<u>\$ 8,337.49</u>
Beginning Bank Balance Per Books	\$ 30,224.83
Cash Receipts	100,003.93
Cash Disbursements	(121,891.27)
<i>Cash Balance Per Books</i>	<u>\$ 8,337.49</u>

EXHIBIT 5



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

November 30, 2020

Ms. Patricia Comings-Thibault
Panther Trace Community Development District
c/o DPFG Management and Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746

**\$4,640,000 Panther Trace Community Development District
(Hillsborough County, Florida) (Bank Qualified)
Special Assessment Revenue Refunding Bonds, Series 2007
("Bonds")**

Dear Ms. Comings-Thibault:

Attached you will find our arbitrage rebate report for the above-referenced Bonds for the final period ended April 25, 2020 ("Computation Period"). This report indicates that there is no cumulative rebate requirement liability as of April 25, 2020.

Also, as the Bonds were defeased on April 25, 2020, no further arbitrage calculations will be necessary.

If you have any questions or comments, please do not hesitate to contact me at (850) 754-0311 or by email at liscott@llstax.com.

Sincerely,

Linda L. Scott

Linda L. Scott, CPA

cc: Mr. James Audette, US Bank

Panther Trace Community Development District

*\$4,640,000 Panther Trace Community Development
District (Hillsborough County, Florida) (Bank Qualified)
Special Assessment Revenue Refunding Bonds, Series
2007*

For the period ended April 25, 2020



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

November 30, 2020

Panther Trace Community Development District
c/o DPFG Management and Consulting, LLC
250 International Parkway, Suite 280
Lake Mary, Florida 32746

Re: \$4,640,000 Panther Trace Community Development District (Hillsborough County, Florida) (Bank Qualified) Special Assessment Revenue Refunding Bonds, Series 2007 ("Bonds")

Panther Trace Community Development District ("Client") has requested that we prepare certain computations related to the above-described Bonds for the period ended April 25, 2020 ("Computation Period"). The scope of our engagement consisted of the preparation of computations to determine the Rebate Requirement for the Bonds for the Computation Period as described in Section 148(f) of the Internal Revenue Code of 1986, as amended ("Code"), and this report is not to be used for any other purpose.

In order to prepare these computations, we were provided by the Client and have relied upon certain closing documents for the Bonds and investment earnings information on the proceeds of the Bonds during the Computation Period.

The attached schedule is based upon the aforementioned information provided to us. The assumptions and computational methods we used in the preparation of the schedule are described in the Summary of Notes, Assumptions, Definitions and Source Information. A brief description of the schedule is also attached.

The results of our computations indicate a negative Cumulative Rebate Requirement of \$(211,534.95) at April 25, 2020. As such, no amount must be on deposit in the Rebate Fund. Also, as the Bonds were defeased on April 25, 2020, no further arbitrage calculations will be necessary.

As specified in the Federal Tax Certificate, the calculations have been performed based upon a Bond Yield of 5.194923%. Accordingly, we have not recomputed the Bond Yield.

The scope of our engagement was limited to the preparation of a mathematically accurate Rebate Requirement for the Bonds for the Computation Period based on the information provided to us. The Rebate Requirement has been determined as described in the Code, and regulations promulgated thereunder ("Regulations"), as applicable to the Bonds and in effect on the date of this report. We have no obligation to update this report because of events occurring, or information coming to our attention, subsequent to the date of this report.

LLS Tax Solutions Inc.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION AND DESCRIPTION OF SCHEDULE

Panther Trace Community Development District
November 30, 2020
\$4,640,000 (Hillsborough County, Florida) (Bank Qualified)
Special Assessment Revenue Refunding Bonds, Series 2007
For the period ended April 25, 2020

NOTES AND ASSUMPTIONS

1. The issue date of the Bonds is August 31, 2007.
2. The end of the first Bond Year for the Bonds is August 30, 2008.
3. Computations of yield are based upon a 31-day month, a 360-day year and semiannual compounding.
4. We have assumed that the only funds and accounts relating to the Bonds that are subject to rebate under section 148(f) of the Code are shown in the attached schedule.
5. For investment cash flow purposes, all payments and receipts are assumed to be paid or received, respectively, as shown in the attached schedule. In determining the Rebate Requirement for the Bonds, we have relied on information provided by you without independent verification, and we can therefore express no opinion as to the completeness or suitability of such information for such purposes. In addition, we have undertaken no responsibility to review the tax-exempt status of interest on the Bonds.
6. We have assumed that the purchase and sale prices of all investments as represented to us are at fair market value, exclusive of brokerage commissions, administrative expenses, or similar expenses, and representative of arms' length transactions that did not artificially reduce the Rebate Requirement for the Bonds, and that no "prohibited payments" occurred and no "imputed receipts" are required with respect to the Bonds.
7. Ninety percent (90%) of the Rebate Requirement as of the next "computation date" ("Next Computation Date") is due to the United States Treasury not later than 60 days thereafter ("Next Payment Date"). (An issuer may select any date as a computation date, as long as the first computation date is not later than five years after the issue date, and each subsequent computation date is no more than five years after the previous computation date.) No other payment of rebate is required prior to the Next Payment Date. The Rebate Requirement as of the Next Computation Date will not be the Rebate Requirement reflected herein but will be based on future computations that will include the period ending on the Next Computation Date. If all of the Bonds are retired prior to what would have been the Next Computation Date, one hundred percent (100%) of the unpaid Rebate Requirement computed as of the date of retirement will be due to the United States Treasury not later than 60 days thereafter.
8. For purposes of determining what constitutes an "issue" under section 148(f) of the Code, we have assumed that the Bonds constitute a single issue and are not required to be aggregated with any other bonds.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION AND DESCRIPTION OF SCHEDULE

Panther Trace Community Development District

November 30, 2020

\$4,640,000 (Hillsborough County, Florida) (Bank Qualified)

Special Assessment Revenue Refunding Bonds, Series 2007

For the period ended April 25, 2020

NOTES AND ASSUMPTIONS (cont'd)

9. The accrual basis of accounting has been used to calculate earnings on investments. Earnings accrued but not received at the last day of the Computation Period are treated as though received on that day. For investments purchased at a premium or a discount (if any), amortization or accretion is included in the earnings accrued at the last day of the Computation Period. Such amortization or accretion is computed in such a manner as to result in a constant rate of return for such investment. This is equivalent to the "present value" method of valuation that is described in the Regulations.
10. No provision has been made in this report for any debt service fund. Under section 148(f)(4)(A) of the Code, a "bona fide debt service fund" for public purpose bonds issued after November 10, 1988 is not subject to rebate if the average maturity of the issue of bonds is at least five years and the rates of interest on the bonds are fixed at the issue date. It appears and has been assumed that the debt service fund allocable to the Bonds qualifies as a bona fide debt service fund, and that this provision applies to the Bonds.
11. We were provided by the Client and have relied upon information without independent confirmation, verification or investigation as set forth in the "prior arbitrage rebate report" with respect to the Rebate Requirement Liability as of August 31, 2012, prepared by BLX Group.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION AND DESCRIPTION OF SCHEDULE

Panther Trace Community Development District

November 30, 2020

\$4,640,000 (Hillsborough County, Florida) (Bank Qualified)

Special Assessment Revenue Refunding Bonds, Series 2007

For the period ended April 25, 2020

DEFINITIONS

1. *Bond Year*: Each one-year period that ends on the day selected by the Client. The first and last Bond Years may be shorter periods.
2. *Bond Yield*: The yield that, when used in computing the present value (at the issue date of the Bonds) of all scheduled payments of principal and interest to be paid over the life of the Bonds, produces an amount equal to the Issue Price.
3. *Allowable Earnings*: The amount that would have been earned if all nonpurpose investments were invested at a rate equal to the Bond Yield, which amount is determined under a future value method described in the Regulations.
4. *Computation Date Credit*: A credit allowed by the Regulations as a reduction to the Rebate Requirement on certain prescribed dates.
5. *Rebate Requirement*: The excess of actual earnings over Allowable Earnings and Computation Date Credits.
6. *Issue Price*: Generally, the initial offering price at which a substantial portion of the Bonds is sold to the public. For this purpose, 10% is a substantial portion.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION AND DESCRIPTION OF SCHEDULE

Panther Trace Community Development District
November 30, 2020
\$4,640,000 (Hillsborough County, Florida) (Bank Qualified)
Special Assessment Revenue Refunding Bonds, Series 2007
For the period ended April 25, 2020

SOURCE INFORMATION

Bonds

Source

Closing Date

Federal Tax Certificate

Bond Yield

Federal Tax Certificate

Investments

Source

Principal and Interest Receipt Amounts
and Dates

Trust Statements

Investment Dates and Purchase Prices

Trust Statements

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION AND DESCRIPTION OF SCHEDULE

Panther Trace Community Development District
November 30, 2020
\$4,640,000 (Hillsborough County, Florida) (Bank Qualified)
Special Assessment Revenue Refunding Bonds, Series 2007
For the period ended April 25, 2020

DESCRIPTION OF SCHEDULE

SCHEDULE 1 - REBATE REQUIREMENT CALCULATION

Schedule 1 sets forth the amount of interest receipts and gains/losses on sales of investments and the calculation of the Rebate Requirement.

\$4,640,000 PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT
(HILLSBOROUGH COUNTY, FLORIDA) (BANK QUALIFIED)
SPECIAL ASSESSMENT REVENUE REFUNDING BONDS, SERIES 2007

SCHEDULE 1 - REBATE REQUIREMENT CALCULATION

8 / 31 / 2007 ISSUE DATE
9 / 1 / 2017 BEGINNING OF COMPUTATION PERIOD
4 / 25 / 2020 COMPUTATION DATE

DATE	FUND/ACCOUNT	INVESTMENT VALUE AT COMPUTATION DATE	EARNINGS ON INVESTMENTS	OTHER DEPOSITS (WITHDRAWALS)	FUTURE VALUE AT BOND YIELD 5.194923%	ALLOWABLE EARNINGS
9 / 1 / 2017	BEGINNING BALANCE		0.00	1.00	1.15	0.15
4 / 24 / 2020	RESERVE FUND		0.00	(1.00)	(1.00)	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.15</u>	<u>0.15</u>
	ACTUAL EARNINGS		0.00			
	ALLOWABLE EARNINGS		<u>0.15</u>			
	REBATE REQUIREMENT		(0.15)			
	FUTURE VALUE OF 8/31/2017 CUMULATIVE REBATE REQUIREMENT		(206,136.04)			
	FUTURE VALUE OF 8/31/2018 COMPUTATION DATE CREDIT		(1,850.12)			
	FUTURE VALUE OF 8/31/2019 COMPUTATION DATE CREDIT		(1,788.64)			
	COMPUTATION DATE CREDIT		<u>(1,760.00)</u>			
	CUMULATIVE REBATE REQUIREMENT		<u>(211,534.95)</u>			

EXHIBIT 6

RESOLUTION 2021-01

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF
THE PANTHER TRACE COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE LOCATION OF THE
LOCAL DISTRICT RECORDS OFFICE AND PROVIDING
AN EFFECTIVE DATE**

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

WHEREAS, District records are available for public review and inspection at the offices of the District Manager, DPGF Management & Consulting LLC, located at 250 International Parkway, Suite 280, Lake Mary, Florida 32746; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Section 190.006(7), Florida Statutes.

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

1. The District’s local records office shall be located at offices of the District Manager, DPGF Management & Consulting LLC located at 1020 E. Brandon Blvd., Suite 207, Brandon, Florida 33511.
2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 7TH DAY OF DECEMBER, 2020.

ATTEST:

**PANTHER TRACE COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair of the Board of Supervisors