



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

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
October 24, 2023
7:30 p.m.***

***Location:
Panther Trace I Clubhouse
12515 Bramfield Drive
Riverview, FL, 33579***

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**

*c/o Vesta District Services
250 International Parkway, Suite 208
Lake Mary, Florida 32746*

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 **October 24, 2023 at 7:30 p.m.** at the **Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, Florida.**

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

Should you have any questions regarding the agenda, please contact the District Manager at (321) 263-0132 X-747 or rлотito@vestapropertyservices.com. We look forward to seeing you at the meeting.

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: Tuesday, October 24, 2023

Time: 7:30 PM

Location: Panther Trace I Clubhouse
12515 Bramfield Drive
Riverview, FL, 33579

I. Roll Call

II. Pledge of Allegiance

III. Audience Comments – *(limited to 3 minutes per individual on agenda items)*

IV. Administration Items

A. Consideration and Approval of Minutes of the September 26, 2023 Meeting

[Exhibit 1](#)

B. Acceptance of the September 2023 Financial Statements

[Exhibit 2](#)

V. Audit Committee Meeting

A. Open Audit Committee Meeting

B. Review of RFP and Evaluation Criteria

[Exhibit 3](#)

C. Authorization to Proceed with Publication of RFP

D. Scheduling of Next Meeting Date – November 28, 2023

E. Close Audit Committee Meeting

VI. Business Matters

A. Consideration & Adoption of **Resolution 2024-01**, Authorizing Emergency Spending Authority for District Manager, Chair/Vice Chair, and Facilities Director

[Exhibit 4](#)

B. Consideration of Playground Mulch Proposals

[Exhibit 5](#)

➤ American Mulch & Soil – Estimate #3186 - \$4,770.00

➤ LMP – Estimate #86004 - \$13,300.00

C. Discussion of East Bay High School Sponsorship Request

[Exhibit 6](#)

VII. Staff Reports

A. District Counsel

B. District Engineer

C. Facilities Director

➤ Facilities Director's Report

[Exhibit 7](#)

➤ Review of the OLM Inspection Report and Grade Sheet

[Exhibit 8](#)

D. District Manager

➤ Next Meeting Quorum Check: November 28, 7:30 PM

Supervisor	YES	NO
Jones		
O'Neill		
Staubitz		
Themar		

VIII. Supervisors Requests

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

X. Adjournment