



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

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
February 24, 2026
6:00 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 **February 24, 2026 at 6:00 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-398 or bjeskewich@vestapropertyservices.com. We look forward to seeing you at the meeting.

Sincerely,

Barry Jeskewich
District Manager

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

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

Date of Meeting: Tuesday, February 24, 2026

Time: 6:00 PM

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

Dial-in Number: 1-904-348-0776

Conference ID: 766 858 449#

Agenda

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 January 27, 2026 Regular Meeting

[Exhibit 1](#)

B. Acceptance of the January 2026 Financial Statements

[Exhibit 2](#)

V. Business Matters

A. Consideration of Red Cap HVAC Proposal Options

[Exhibit 3](#)

➤ Heat Kit Repair - \$3,623.50

➤ Full Unit Replacement (5 Year Parts Warranty) - \$14,007.00

B. Consideration of Johnny Walker Additional Security Camera Proposal

[Exhibit 4](#)

➤ 1 Camera - \$665.00

➤ 2 Cameras - \$925.00

VI. Staff Reports

A. District Counsel

B. District Engineer

C. Facilities Director

➤ Facilities Director's Report

[Exhibit 5](#)

➤ Landscaping Review

[Exhibit 6](#)

D. District Manager

- Next Meeting Quorum Check: March 24, 2026, 6:00 PM

Supervisor	YES	NO
Jones		
O'Neill		
Staubitz		
Magerl		

VII. Supervisors Requests

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

IX. Adjournment

EXHIBIT 1

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, January 27, 2026 at 6:06 p.m. at Panther Trace I Clubhouse, 12515 Bramfield
6 Drive, Riverview, Florida 33579.

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

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

9 Present and constituting a quorum were:

10 Megan Jones	Board Supervisor, Chairman
11 Dan O'Neill	Board Supervisor, Assistant Secretary
12 Richard Magerl	Board Supervisor, Assistant Secretary

13 Also present were:

14 Barry Jeskewich	District Manager, Vesta District Services
15 Monica Vitale	Facilities Director
16 Amy Palmer	Lighthouse Engineering
17 Brad Foran	Lighthouse Engineering

18 *The following is a summary of the discussions and actions taken at the January 27, 2026 Panther Trace I*
19 *CDD Board of Supervisors Regular Meeting.*

20 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

21 **THIRD ORDER OF BUSINESS – Audience Comments**

22 There being none, the next item followed.

23 **FOURTH ORDER OF BUSINESS – Administration Items**

24 A. Exhibit 1: Consideration and Approval of Minutes of the November 25, 2025 Regular Meeting

25 On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved
26 the Minutes of the November 25, 2025 Regular Meeting, in substantial form, for the Panther Trace I
27 Community Development District.

28 B. Exhibit 2: Acceptance of the December 2025 Financial Statements

29 On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board accepted
30 the December 2025 Financial Statements, for the Panther Trace I Community Development District.

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

32 A. Presentation & Consideration of District Engineer Proposal(s)

- 33 ➤ Exhibit 3: District Engineer RFQ for Reference
- 34 ➤ Exhibit 4: Evaluation Criteria & Grade Sheet
- 35 ➤ Exhibit 5: Lighthouse Engineering

36 Ms. Palmer and Mr. Foran introduced themselves to the Board, and presented on behalf of
37 Lighthouse Engineering, noting their prior work with SWFWMD and hourly billing
38 structure. The two fielded questions from the Board regarding permitting knowledge and

existing relationships with the water management district, along with their current portfolio of CDDs and infrastructure involvement therein.

The Board filled out the grade sheet based on the received proposal and presentation, and Lighthouse Engineering received a total score of 391.

On a MOTION by Ms. Jones, SECONDED by Mr. O'Neill, WITH ALL IN FAVOR, the Board approved directing staff to move forward with District Engineer contract negotiations with Lighthouse Engineering, for the Panther Trace I Community Development District.

B. Exhibit 6: Consideration of LMP Landscaping Proposals

➤ Community Mulch - \$29,826.00

Two additional proposals were walked onto the agenda, being from Natural Solutions in the amount of \$24,975.00, and Florida Mulch in the amount of \$24,228.79.

There were no comments from the public regarding the walked-on proposals.

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved the walked-on community mulch proposal from Florida Mulch, in the amount of \$24,228.79, for the Panther Trace I Community Development District.

➤ Removal of Juniper and Installation of Sod by Amenities Area - \$5,360.00

This item was tabled due to current dry weather conditions.

➤ Removal of Dead Sycamore Near Tennis Courts - \$1,152.00

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved the LMP proposal for the Removal of the Dead Sycamore Near Tennis Courts, in the amount of \$1,152.00, for the Panther Trace I Community Development District.

➤ Replacement of Viburnum Shrubbery Behind Wildcat Drive - \$195.72

This item was tabled.

C. Exhibit 7: Consideration of Riverview Pressure Cleaning Amenities Pavers and Sidewalks Proposal - \$2,425.00

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, with Ms. Jones, Mr. O'Neill, and Mr. Magerl voting "AYE", and Mr. Staubitz abstaining, the Board approved the Riverview Pressure Cleaning Amenities Pavers and Sidewalks Proposal, in the amount of \$2,425.00, for the Panther Trace I Community Development District.

There being none, the next item followed.

SIXTH ORDER OF BUSINESS – Staff Reports

A. District Counsel

B. District Engineer

C. Facilities Director

➤ Exhibit 8: Facilities Director's Report

➤ Exhibit 9: Review of the OLM Inspection Reports and Grade Sheet

D. District Manager

- Next Meeting Quorum Check: February 24, 2026, 6:00 PM

All Board members present stated that they would be able to attend the next meeting in person, which would constitute a quorum.

SEVENTH ORDER OF BUSINESS – Supervisors Requests

Mr. Magerl asked about the outdoor fans continuing to run at all hours, and discussion ensued regarding looking into switch installation and wiring when it came time to replace the fans or otherwise remodel.

EIGHTH ORDER OF BUSINESS – Audience Comments – New Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS – Adjournment

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

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board adjourned the meeting at 6:55 p.m. for the Panther Trace I Community Development District.

**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 _____.

Signature

Printed Name

Signature

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 2

Panther Trace
Community Development District

Financial Statements
(Unaudited)

January 31, 2026



Panther Trace CDD
Balance Sheet
January 31, 2026

	General Fund	Debt Service 2020	TOTAL
1 ASSETS			
2 Operating Account - NEW	\$ 76,294	\$ -	\$ 76,294
3 Cash - Debit Card	-	-	-
4 Money Market Account - BU	2,741,589	-	2,741,589
5 Trust Accounts:			-
6 Revenue Fund	-	47,177	47,177
7 Sinking Fund	-	-	-
8 Interest Fund	-	-	-
9 Accounts Receivable	-	-	-
10 Assessments Receivable On Roll	45,684	16,257	61,941
11 Due From GF	-	266,217	266,217
12 Undeposited Funds	-	-	-
13 Prepaid	1,250	-	1,250
14 Deposits	16,890	-	16,890
15 TOTAL ASSETS	\$ 2,881,707	\$ 329,651	\$ 3,211,359
16 LIABILITIES			
17 Accounts Payable	\$ 24,573	\$ -	\$ 24,573
18 Security Deposits	-	-	-
19 Accrued Expenses	-	-	-
20 Deferred Revenue On Roll	45,684	16,257	61,941
21 Due To Debt Service	266,217	-	266,217
22 TOTAL LIABILITIES	336,473	16,257	352,731
23 FUND BALANCE			
24 Nonspendable			
25 Prepaid & Deposits	18,140	-	18,140
26 Capital Reserves	73,000	-	73,000
27 Operating Capital	221,512	-	221,512
28 Unassigned	2,232,582	313,394	2,545,976
29 TOTAL FUND BALANCE	2,545,234	313,394	2,858,628
30 TOTAL LIABILITIES & FUND BALANCE	\$ 2,881,707	\$ 329,651	\$ 3,211,359

Panther Trace CDD
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For October 1, 2025 to January 31, 2026

	FY 2026 Adopted Budget	FY 2026 Month of January	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUES					
2 Special Assessments	\$ 787,745	\$ 15,791	\$ 742,061	\$ (45,684)	94%
3 Interest Revenue	100,000	7,547	26,011	(73,989)	26%
4 Miscellaneous Revenue	300	-	220	(80)	73%
5 Clubhouse Rentals	2,500	200	800	(1,700)	32%
6 TOTAL REVENUES	\$ 890,545	\$ 23,538	\$ 769,092	\$ (121,453)	86%
7 EXPENDITURES					
8 GENERAL ADMINISTRATIVE					
9 Board Of Supervisors Payroll	\$ 12,000	\$ -	\$ 2,200	\$ (9,800)	18%
10 Payroll Taxes - Board Of Supervisors	919	-	168	(751)	18%
11 Payroll Services - Board Of Supervisors	650	-	150	(500)	23%
12 Management Consulting Services	48,195	4,016	16,065	(32,130)	33%
13 Office Supplies	500	54	101	(399)	20%
14 Bank Fees	200	-	-	(200)	0%
15 Mailing	50	-	150	100	301%
16 School Sponsorship	200	-	-	(200)	0%
17 Other Miscellaneous	250	45	59	(191)	24%
18 Auditing	4,050	-	-	(4,050)	0%
19 Regulatory And Permit Fees	175	-	175	-	100%
20 Legal Advertisements	700	-	597	(103)	85%
21 Engineering Services	5,000	-	-	(5,000)	0%
22 Legal Services	7,500	-	741	(6,759)	10%
23 Technology Services And Website Admin.	1,650	304	617	(1,033)	37%
24 TOTAL FINANCIAL & ADMINISTRATIVE	82,039	4,420	21,024	(61,015)	26%
25 INSURANCE					
26 Insurance	52,374	-	48,657	(3,717)	93%
27 TOTAL INSURANCE	52,374	-	48,657	(3,717)	93%
28 DEBT SERVICE ADMINISTRATION					
29 Disclosure Report	1,000	-	1,000	-	100%
30 Arbitrage Rebate	650	-	-	(650)	0%
31 Trustee Fees	4,041	-	2,020	(2,021)	50%
32 TOTAL DEBT SERVICE ADMINISTRATION	5,691	-	3,020	(2,671)	53%
33 UTILITIES					
34 Utilities - Electricity	170,000	14,063	56,507	(113,493)	33%
35 Utilities - Water	12,000	1,732	6,991	(5,009)	58%
36 Utilities - Solid Waste Disposal	2,244	-	845	(1,399)	38%
37 Impact Fee Assessment	650	-	-	(650)	0%
38 TOTAL UTILITIES	184,894	15,795	64,343	(120,551)	35%
41 PHYSICAL ENVIRONMENT					
42 Lake & Pond Maintenance	24,127	2,025	7,924	(16,203)	33%
43 Lake & Pond Maintenance - Other	2,000	-	-	(2,000)	0%
44 Entry & Walls Maintenance	2,500	-	3,054	554	122%
45 Landscape Maintenance - Contract	178,806	14,900	62,288	(116,518)	35%
46 Landscape Maintenance - Consulting	15,574	1,260	5,040	(10,534)	32%
47 Landscape Replacement	44,116	278	3,121	(40,995)	7%
48 Tree Maintenance/Removal	25,000	1,152	1,152	(23,848)	5%
49 Irrigation Maintenance	8,000	121	3,234	(4,766)	40%
50 Decorative Light Maintenance	1,500	-	-	(1,500)	0%

	FY 2026 Adopted Budget	FY 2026 Month of January	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
51 Pest Control	960	80	240	(720)	25%
52 Infrastructure Maint. & Repair	5,000	-	-	(5,000)	0%
53 Field Manager Contingency	16,000	-	-	(16,000)	0%
54 TOTAL PHYSICAL ENVIRONMENT	323,583	19,817	86,054	(237,529)	27%
55 PARKS AND RECREATION					
56 Communications	2,820	170	680	(2,140)	24%
57 Clubhouse Staff	80,534	6,354	29,385	(51,149)	36%
58 Clubhouse Staff Taxes	6,161	760	2,448	(3,713)	40%
59 Unemployment Insurance	1,200	-	-	(1,200)	0%
60 Clubhouse Workmens Comp Insurance	1,250	168	752	(498)	60%
61 Clubhouse Staff Payroll Fees	3,000	312	1,542	(1,458)	51%
62 Club Facility - Interior Furnishings	750	-	-	(750)	0%
63 Club Facility Maintenance	15,000	3,000	4,876	(10,124)	33%
64 Pool Maintenance - Contract	24,000	2,100	8,400	(15,600)	35%
65 Pool Maintenance - Other	6,000	3,191	6,087	87	101%
66 Pool Permit	275	-	-	(275)	0%
67 Amenities Monitor	25,000	-	-	(25,000)	0%
68 Clubhouse Supplies	2,500	173	387	(2,113)	15%
69 Park Facility Maintenance	4,000	-	4,677	677	117%
70 Special Events	25,000	200	14,031	(10,969)	56%
71 Decorative Light/ Holiday	3,600	-	4,140	540	115%
72 Other Amenity Center R&M	6,600	-	6,290	(310)	95%
73 TOTAL PARKS AND RECREATION	207,690	16,429	83,695	(123,995)	40%

	FY 2026 Adopted Budget	FY 2026 Month of January	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
74 CAPITAL RESERVES					
75 Reserve Study	4,500	-	48,200	43,700	1071%
76 Reserve Contribution	29,775	-	-	(29,775)	0%
77 TOTAL CAPITAL RESERVES	29,775	-	48,200	18,425	162%
78 TOTAL EXPENDITURES	886,047	56,461	354,994	(531,052)	40%
79 REVENUES OVER (UNDER) EXPENDITURES	\$ 4,498	\$ (32,923)	\$ 414,098	\$ 409,600	
80 OTHER FINANCING SOURCES & USES					
81 Transfers In	-	-	-	-	
82 Transfers Out	-	-	-	-	
83 TOTAL OTHER FINANCING SOURCES & USES	-	-	-	-	
84 NET CHANGE IN FUND BALANCE	4,498	(32,923)	414,098	409,600	
85 Fund Balance - Beginning	1,988,220		2,131,136	142,916	
86 Increase In Reserves For Renewal	-		-	-	
87 Decrease For Fund Balance Forward	-		-	-	
88 FUND BALANCE - ENDING - PROJECTED	\$ 1,992,718		\$ 2,545,234	\$ 552,516	
89 FUND BALANCE ANALYSIS					
90 NONSPENDABLE					
91 PREPAID & DEPOSITS	18,140		18,140		
92 CAPITAL RESERVES	73,000		73,000		
93 OPERATING CAPITAL	221,512		221,512		
94 UNASSIGNED	1,680,066		2,232,582		
95 TOTAL FUND BALANCE	\$ 1,992,718		\$ 2,545,234		

Panther Trace CDD
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For October 1, 2025 to January 31, 2026

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68 Clubhouse Supplies	2,500	173	387	(2,113)	15%
69 Park Facility Maintenance	4,000	-	4,677	677	117%
70 Special Events	25,000	200	14,031	(10,969)	56%
71 Decorative Light/ Holiday	3,600	-	4,140	540	115%
72 Other Amenity Center R&M	6,600	-	6,290	(310)	95%
73 TOTAL PARKS AND RECREATION	207,690	16,429	83,695	(123,995)	40%

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81 Transfers In	-	-	-	-	
82 Transfers Out	-	-	-	-	
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90 NONSPENDABLE					
91 PREPAID & DEPOSITS	18,140		18,140		
92 CAPITAL RESERVES	73,000		73,000		
93 OPERATING CAPITAL	221,512		221,512		
94 UNASSIGNED	1,680,066		2,232,582		
95 TOTAL FUND BALANCE	\$ 1,992,718		\$ 2,545,234		

Panther Trace CDD
Debt Service Fund- Series 2020
Statement of Revenues, Expenditures, and Changes in Fund Balance
For October 1, 2025 to January 31, 2026

	FY 2026 Adopted Budget	FY 2026 Actual Year-to-Date	VARIANCE Over (Under) to Budget
1 REVENUES			
2 Special Assessments - On Roll (Net)	\$ 279,699	\$ 263,442	\$ (16,257)
3 Interest Revenue	-	775	775
4 Misc. Revenue	-	-	-
5 TOTAL REVENUES	279,699	264,216	(15,483)
6 EXPENDITURES			
7 Interest Expense			
8 * November 1, 2025	31,378	31,378	0
9 May 1, 2026	31,378	-	31,378
10 November 1, 2026	27,847	-	27,847
11 Principal Retirement			
12 May 1, 2026	220,000	-	220,000
13 TOTAL EXPENDITURES	279,225	31,378	(247,847)
14 REVENUES OVER (UNDER) EXPENDITURES	474	232,839	232,365
15 OTHER FINANCING SOURCES & USES			
16 Transfers In	-	-	-
17 Transfers Out	-	-	-
18 TOTAL OTHER FINANCING SOURCES & USES	-	-	-
19 NET CHANGE IN FUND BALANCE	474	232,839	232,365
20 Fund Balance - Beginning		80,555	80,555
21 FUND BALANCE - ENDING - PROJECTED	\$ 474	\$ 313,394	\$ 312,920

** financed by prior year revenues*

**Panther Trace CDD
Check Register - FY2026**

Date	Number	Name	Memo	Deposits	Payments	Balance
09/30/2025		Beginning of Year				123,101.90
10/01/2025	01ACH100125	BANK UNITED VISA CC			398.56	122,703.34
10/02/2025	3333	Clean Day	CH Cleaning - for week of 10/02/2025		125.00	122,578.34
10/03/2025	100325BOS1	Daniel J O'Neill	BOS MTG 9/23/25		184.70	122,393.64
10/03/2025	100325BOS2	Engage PEO	BOS MTG 9/23/25		172.40	122,221.24
10/03/2025	127	Megan Jones	BOS MTG 9/23/25		184.70	122,036.54
10/03/2025	128	Michael J. Staubitz	BOS MTG 9/23/25		184.70	121,851.84
10/03/2025	100325BOS3	Richard Magerl	BOS MTG 9/23/25		184.70	121,667.14
10/03/2025	100325PR1	Decision HR	PR 10/3/25		3,576.53	118,090.61
10/07/2025	3340	Farm To You Revue, LLC	Fall Festival & Petting Zoo		1,337.50	116,753.11
10/07/2025	3341	TAMPA BOUNCE LLC	Fall Festival 11/1/25		2,678.75	114,074.36
10/07/2025	3342	WAGNER EVENTS	Fall Festival Entertainment Plus Gratuity		1,400.00	112,674.36
			Invoice: 360067 (Reference: #299694 - Panther Trace CDD- Landscape Maintenance Agreement -2024 O...			
10/07/2025	120066	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.			16,618.82	96,055.54
10/07/2025	120067	NVIROTECT PEST CONTROL SERVICES	Invoice: 372603 (Reference: pest control service.)		80.00	95,975.54
10/07/2025	120068	Solitude Lake Management	Invoice: PSI206692 (Reference: annual Maintenance Oct25.)		1,966.26	94,009.28
10/07/2025	120069	ZEBRA CLEANING TEAM, INC.	Invoice: 8178 (Reference: Monthly Full Service.)		2,100.00	91,909.28
10/07/2025	120070	SchoolNow	Invoice: INV-SN-964 (Reference: Website Hosting.)		1,515.00	90,394.28
10/07/2025	120071	Vesta District Services	Invoice: 428938 (Reference: management services.)		4,057.92	86,336.36
10/08/2025	3343	Egis Insurance & Risk Advisors	Insurance FY Policy# 100125584 10/01/25-10/01/26		48,657.00	37,679.36
10/08/2025			Funds Transfer	100,000.00		137,679.36
			Invoice: 415421693 (Reference: Replace fill valve and unisex restroom was not filling up properl...			
10/08/2025	120072	Red Cap Plumbing & Air, LLC			325.00	137,354.36
10/08/2025	120073	JIM VITALE	Invoice: 74 (Reference: Equipment Rental for Fall Festival Set and Clean up.)		600.00	136,754.36
10/08/2025	01ACH100825	BOCC	12515 Bramfield Dr 08.26.25- 09.25.25		1,173.77	135,580.59
10/08/2025	02ACH100825	REPUBLIC SERVICES	Trash P/U - Oct 2025		256.46	135,324.13
10/09/2025	3334	Clean Day	CH Cleaning - for week of 10/09/2025		125.00	135,199.13
10/09/2025	120074	Vesta District Services	Invoice: 428981 (Reference: FY2026 Dissemination Agent Fee.)		1,000.00	134,199.13
10/09/2025	120075	Thomas Watson	Invoice: 21 (Reference: Maintenance Work.)		400.00	133,799.13
10/09/2025	120076	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 361617 (Reference: #365837 - Valve repair completed on 10-3-2025.)		91.00	133,708.13
10/10/2025			Deposit	200.00		133,908.13
10/15/2025	120077	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 362032 (Reference: #365438 - New Crosswalks construction damage -10-1-25.)		900.37	133,007.76
10/15/2025	120078	Megan Jones	Invoice: 03 (Reference: Concessions, games, support staff.)		600.00	132,407.76
10/15/2025	120079	Vesta District Services	Invoice: 429053 (Reference: Billable Expenses - SEP 2025.)		55.62	132,352.14
10/15/2025	01ACH101525	Spectrum Business	Phones & Internet 12515 Bramfield Dr 09.26.25- 10.25.25		170.00	132,182.14
10/16/2025	3335	Clean Day	CH Cleaning - for week of 10/16/2025		125.00	132,057.14
10/17/2025	3344	MONICA VITALE	Payroll shortpaid for Increase		63.45	131,993.69
10/17/2025	101725PR1	Decision HR	PR 10/17/25		3,446.28	128,547.41
10/17/2025	EFT101725	FLORIDA DEPARTMENT OF REVENUE	2nd Qtr 2025 Sales Tax		13.89	128,533.52
10/21/2025	120080	OLM, INC.	Invoice: 45995 (Reference: monthly landscape inspection.)		1,260.00	127,273.52
10/21/2025	120081	Riverview Pressure Cleaning	Invoice: 2326 (Reference: Pressure Wash Monuments (11 medium, 2 extra large).)		1,550.00	125,723.52
10/22/2025	01ACH102225	TECO	Summary Bill 08.15.25- 09.15.25		14,190.28	111,533.24
10/23/2025	3336	Clean Day	CH Cleaning - for week of 10/23/2025		125.00	111,408.24
			Invoice: 362893 (Reference: #367558 - Well B - pump repair.) Invoice: 362892 (Reference: #367...			
10/23/2025	120082	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.			2,031.82	109,376.42
10/24/2025	120083	Vesta District Services	Invoice: 427602 (Reference: Billable Expenses - Jun2025.)		20.73	109,355.69
10/27/2025	3349	Florida Courts, Inc.	1st 25%- Resurface two tennis courts		11,725.00	97,630.69
10/28/2025	3350	Florida Courts, Inc.	2nd 25%- Upon Commencement of work.		11,725.00	85,905.69
10/28/2025	120084	ZEBRA CLEANING TEAM, INC.	Invoice: 8236 (Reference: Top step on far side of pool replacement.)		541.48	85,364.21
10/29/2025	3351	Megan Jones	Reimbursement project supplies from Lowes		151.83	85,212.38
10/29/2025			Deposit	270.00		85,482.38
10/30/2025	3337	Clean Day	CH Cleaning - for week of 10/30/2025		125.00	85,357.38
10/30/2025	120085	ZEBRA CLEANING TEAM, INC.	Invoice: 8238 (Reference: Phosphates Remover (fl oz) 1 gallon jug.)		200.00	85,157.38
10/30/2025	120086	ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC	Invoice: 12704 (Reference: Change breaker for two 2 pole 40 and receptacles.)		816.55	84,340.83

Date	Number	Name	Memo	Deposits	Payments	Balance
10/30/2025	120087	Thomas Watson	Invoice: 22 (Reference: Maintenance Work.)		895.34	83,445.49
10/31/2025	103125PR1	Decision HR	PR 10/31/25		3,588.03	79,857.46
10/31/2025			Interest	11.98		79,869.44
10/31/2025		End of Month		100,481.98 #	143,714.44	79,869.44
11/03/2025	120088	NVIROTECT PEST CONTROL SERVICES	Invoice: 375310 (Reference: pest control service.)		80.00	79,789.44
11/03/2025	01ACH110325	BANK UNITED VISA CC	Oct Office Items		899.41	78,890.03
11/04/2025	120089	ZEBRA CLEANING TEAM, INC.	Invoice: 8265 (Reference: Commercial Pool Service.)		2,100.00	76,790.03
11/06/2025	3345	Clean Day	CH Cleaning - for week of 11/06/2025		125.00	76,665.03
11/07/2025	01ACH110725	REPUBLIC SERVICES	Trash P/U - Nov 2025		256.46	76,408.57
11/07/2025	110725BOS1	Daniel J O'Neill	BOS MTG 10/28/25		184.70	76,223.87
11/07/2025	110725BOS2	Engage PEO	BOS MTG 10/28/25		172.40	76,051.47
11/07/2025	129	Megan Jones	BOS MTG 10/28/25		184.70	75,866.77
11/07/2025	130	Michael J. Staubitz	BOS MTG 10/28/25		184.70	75,682.07
11/07/2025	110725BOS3	Richard Magerl	BOS MTG 10/28/25		184.70	75,497.37
11/10/2025	01ACH111025	BOCC	12515 Bramfield Dr 09.25.25- 10.28.25		1,872.24	73,625.13
11/12/2025	3352	WAGNER EVENTS	Holiday Party Entertainment Plus Gratuity		1,400.00	72,225.13
			Invoice: 365953 (Reference: #368134 - Panther Trace CDD 2025/2026 Landscape Maintenance Renewal ...		14,900.48	57,324.65
11/12/2025	120090	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 429506 (Reference: Management services.)		4,057.92	53,266.73
11/12/2025	120091	Vesta District Services	Invoice: PSI213514 (Reference: Annual Lake Maintenance.)		1,966.26	51,300.47
11/12/2025	120092	Solitude Lake Management	CH Cleaning - for week of 11/13/2025		125.00	51,175.47
11/13/2025	3346	Clean Day	Holiday Party Gratuities		700.00	50,475.47
11/14/2025	3353	MONICA VITALE	Invoice: 75 (Reference: Equipment rental Music.)		600.00	49,875.47
11/14/2025	120093	JIM VITALE	Invoice: 16889 (Reference: Train.)		1,295.00	48,580.47
11/14/2025	120094	AirFunGames Event Services LLC	PR 11/14/25		3,915.14	44,665.33
11/14/2025	111425PR1	Decision HR	Phones & Internet 12515 Bramfield Dr 10.26.25- 11.25.25		170.00	44,495.33
11/17/2025	01ACH111725	Spectrum Business	Funds Transfer	50,000.00		94,495.33
11/18/2025			CH Cleaning - for week of 11/20/2025		125.00	94,370.33
11/20/2025	3347	Clean Day	Summary Bill 09.16.25- 10.14.25		14,043.39	80,326.94
11/20/2025	01ACH112025	TECO	FY 2025/2026 Special District Invoice Fee/Update Form		175.00	80,151.94
11/21/2025	3356	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Invoice: 429442 (Reference: billable Expenses Oct25.)		41.94	80,110.00
11/21/2025	120095	Vesta District Services	Invoice: 5434 (Reference: Resurface 2 tennis courts.)		24,750.00	55,360.00
11/21/2025	120096	Florida Courts, Inc.	Deposit	200.00		55,560.00
11/24/2025			Invoice: 46293 (Reference: monthly landscape inspection.)		1,260.00	54,300.00
11/26/2025	120097	OLM, INC.	Invoice: 378172 (Reference: Pest Control Service.)		80.00	54,220.00
11/26/2025	120098	NVIROTECT PEST CONTROL SERVICES	CH Cleaning - for week of 11/27/2025		125.00	54,095.00
11/27/2025	3348	Clean Day	Pay Period 11/9/25 - 11/22/25 6 Hrs		77.57	54,017.43
11/28/2025	3357	Trenton L. Willis	PR 11/28/25		3,542.16	50,475.27
11/28/2025	112825PR1	Decision HR	Interest	6.70		50,481.97
11/30/2025		End of Month		50,206.70	79,594.17	50,481.97
12/01/2025	01ACH120125	BANK UNITED VISA CC	Invoice: 8302 (Reference: Max-E-Pro Seal Plate Kit and Hydronic Arms.)		509.48	49,972.49
12/02/2025	120099	ZEBRA CLEANING TEAM, INC.	Invoice: 8332 (Reference: Commercial Pool Service.)		1,337.50	48,634.99
12/02/2025	120100	ZEBRA CLEANING TEAM, INC.	Invoice: 369445 (Reference: #334419 - Aeration - Sports Field.) Invoice: 370475 (Reference: #...		2,100.00	46,534.99
12/02/2025	120101	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	CH Cleaning - for week of 12/04/2025		16,450.06	30,084.93
12/04/2025	3354	Clean Day	Invoice: PSI221207 (Reference: Annual Lake Maintenance.)		1,966.26	27,993.67
12/04/2025	120102	Solitude Lake Management	BOS MTG 11/24/25		184.70	27,808.97
12/05/2025	120525BOS1	Daniel J O'Neill	PR 12/26/25		141.80	27,667.17
12/05/2025	120525BOS2	Engage PEO	BOS MTG 11/24/25		184.70	27,482.47
12/05/2025	131	Megan Jones	BOS MTG 11/24/25		184.70	27,297.77
12/05/2025	120525BOS3	Richard Magerl	CH Cleaning after Holiday Party 12/07/2025		125.00	27,172.77
12/07/2025	3355	Clean Day	Invoice: 27580 (Reference: legal services.)		741.00	26,431.77
12/09/2025	120103	STRALEY ROBIN VERICKER	Trash P/U - Dec 2025		256.46	26,175.31
12/09/2025	01ACH120925	REPUBLIC SERVICES	Invoice: 4501-1 (Reference: Christmas Lights - Trimline.)		3,105.00	23,070.31
12/10/2025	120104	Xcellent Xteriors, LLC	Invoice: 39819 (Reference: Help Desk Technician.)		187.50	22,882.81
12/10/2025	120105	MHD COMMUNICATIONS	12515 Bramfield Dr 10.28.25- 11.25.25		1,765.82	21,116.99
12/10/2025	01ACH121025	BOCC	CH Cleaning after Holiday Party 12/11/2025		125.00	20,991.99
12/11/2025	3358	Clean Day	PR 12/12/25		4,766.73	16,225.26
12/12/2025	121225PR1	Decision HR	Invoice: 39682 (Reference: Gate and WS Laptops.)		2,277.00	13,948.26
12/15/2025	120106	MHD COMMUNICATIONS	Invoice: 23 (Reference: Maintenance work.)		4,013.31	9,934.95
12/15/2025	120107	Thomas Watson				

Date	Number	Name	Memo	Deposits	Payments	Balance
12/15/2025	120108	ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC	Invoice: 12812 (Reference: Light, Photo cell & GFCI Inspections.)		1,504.45	8,430.50
12/15/2025	01ACH121525	Spectrum Business	Phones & Internet 12515 Bramfield Dr 11.26.25- 12.25.25		170.00	8,260.50
12/17/2025	120109	Vesta District Services	Invoice: 429994 (Reference: Management Fees Dec 25.)		4,057.92	4,202.58
12/17/2025			Funds Transfer	150,000.00		154,202.58
12/18/2025	3359	Clean Day	CH Cleaning after Holiday Party 12/18/2025		125.00	154,077.58
12/18/2025	120110	Red Cap Plumbing & Air, LLC	Invoice: 449183731 (Reference: Installed water fountains.)		3,600.00	150,477.58
12/19/2025	3366	Xcellent Xteriors, LLC	Final Payment Christmas Lights - Trimline.		1,035.00	149,442.58
12/22/2025			Deposit	150.00		149,592.58
12/23/2025	120111	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 373628 (Reference: Landscape Enhancement.)		3,186.00	146,406.58
12/24/2025	3360	Clean Day	CH Cleaning after Holiday Party 12/24/2025		125.00	146,281.58
12/24/2025	120112	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 373863 (Reference: #376930 - Completed Irrigation Repairs - Controller A wired into lig...		90.00	146,191.58
12/24/2025	120113	OLM, INC.	Invoice: 46491 (Reference: Dec Monthly Landscape.)		1,260.00	144,931.58
12/26/2025	01ACH122625	TECO	Summary Bill 10.15.25 - 11.13.25		14,210.81	130,720.77
12/26/2025	122625PR1	Decision HR	PR 12/26/25		3,542.17	127,178.60
12/31/2025			Interest	7.67		127,186.27
12/31/2025		End of Month		150,157.67	73,453.37	127,186.27
01/01/2026	3365	Clean Day	CH Cleaning - for week of 01/01/26		125.00	127,061.27
01/02/2026	01ACH010226	BANK UNITED VISA CC	Office supplies and Events		1,105.19	125,956.08
01/06/2026	120114	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 375543 (Reference: 368134 - Panther Trace CDD 2025/2026 Landscape Maintenance Renewal J...		14,900.48	111,055.60
01/06/2026	120115	Solitude Lake Management	Invoice: PSI228095 (Reference: JAN25 Annual Maintenance.)		2,025.25	109,030.35
01/07/2026	01ACH010726	REPUBLIC SERVICES	Trash P/U - Jan 2025		331.61	108,698.74
01/08/2026	3361	Clean Day	CH Cleaning - for week of 01/08/26		125.00	108,573.74
01/08/2026	120116	ZEBRA CLEANING TEAM, INC.	Invoice: 8386 (Reference: JAN26 Commercial Pool Service.)		2,100.00	106,473.74
01/08/2026	120117	Vesta District Services	Invoice: 430312 (Reference: JAN26 District Management services.)		4,057.92	102,415.82
01/08/2026	120118	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 376391 (Reference: #365294 - Panther Trace Sports Field - Seeding.)		1,292.76	101,123.06
01/08/2026	01ACH010826	BOCC	12515 Bramfield Dr 11.25.25- 12.23.25		1,621.19	99,501.87
01/09/2026	010926PR1	Decision HR	PR 1/9/26		3,944.31	95,557.56
01/12/2026	120119	MHD COMMUNICATIONS	Invoice: 40042 (Reference: Panther Trace CDD-Phase I Computer Issues.)		262.50	95,295.06
01/15/2026	3362	Clean Day	CH Cleaning - for week of 01/15/26		125.00	95,170.06
01/15/2026	01ACH011526	Spectrum Business	Phones & Internet 12515 Bramfield Dr 12.26.25- 01.25.26		170.00	95,000.06
01/16/2026	EFT011626	FLORIDA DEPARTMENT OF REVENUE	4th Qtr 2025 Sales Tax		45.34	94,954.72
01/20/2026	120120	Vesta District Services	Invoice: 430401 (Reference: Billable Expenses -Dec 2025.)		641.23	94,313.49
01/20/2026	120121	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 377716 (Reference: #379124 - Needed Irrigation Repairs - South Side of US 301 Entrance.)		121.09	94,192.40
01/22/2026	3363	Clean Day	CH Cleaning - for week of 01/22/26		125.00	94,067.40
01/23/2026	012326PR1	Decision HR	PR 1/9/26		3,649.54	90,417.86
01/26/2026			Deposit	200.00		90,617.86
01/26/2026	01ACH012626	TECO	Summary Bill 11.14.25- 12.15.25		14,063.01	76,554.85
01/28/2026	120122	NVIROTECT PEST CONTROL SERVICES	Invoice: 383692 (Reference: Pest Control Service.)		80.00	76,474.85
01/28/2026	120123	Vesta District Services	Invoice: 429884 (Reference: Billable Expenses - Nov 2025.)		64.29	76,410.56
01/29/2026	3364	Clean Day	CH Cleaning - for week of 01/29/26		125.00	76,285.56
01/30/2026			Interest	8.54		76,294.10
01/31/2026		End of Month		208.54	51,100.71	76,294.10

EXHIBIT 3



**PANTHER TRACE
COMMUNITY DEVELOPMENT DISTRICT**

◆ 12515 Bramfield Drive ◆ Riverview, Florida 33579 ◆ (813) 671-8023

To: Board of Supervisors
From: Monica Vitale
Date: February 24, 2026
Re: Proposal to Repair or Replace Heating System

Dear Board,

Please find attached a proposal I requested for the replacement and/or repair of the HVAC system. The heating element is not functioning because it is not the appropriate type for this unit's intended use. It was installed with a straight electric heating element rather than a heat pump.

The unit carried a one-year warranty, which has since expired, so this issue is not covered. We have the option to either repair the existing unit or replace it and install the correct type of system, specifically an HVAC unit with a heat pump. This would include a 5 year warranty.

Please review the attached proposal and advise on how you would like to proceed.

Thank you,

Monica Vitale
Facilities Director



Red Cap Plumbing, Air & Electric
7218 E. Martin Luther King Jr. Blvd
Tampa, FL 33619

RedCapNow.com
813-963-3056
Lic. #CFC1425669 #CAC1813344 #EC13011929

Estimate 466419952
Project 466398020
Estimate Date 2/9/2026
Customer PO

Billing Address
PANTHER TRACE CDD
12515 Bramfield Drive
Riverview, FL 33579 USA

Job Address
PANTHER TRACE CDD
12515 Bramfield Drive
Riverview, FL 33579 USA

Estimate Details

Heater Replacement. : removal of air handler, replacement of heat kit, installing air handler back into accessible area. Unable to replace heat kit without removal of air handler due to lack of placement during the installation of the air handler in 2018.

Service #	Description	Quantity	Your Price	Your Total
HVAC 6A	HEAT STRIPS INCLUDES TWO TRIPS	1.00	\$986.00	\$986.00
HVAC 2D	Remove entire air handler and re install unit.	1.25	\$2,110.00	\$2,637.50
Potential Savings				\$619.25
Sub-Total				\$3,623.50
Total				\$3,623.50

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary is furnished by Red Cap Plumbing, Air & Electric as a good faith estimate of work to be performed at 12515 Bramfield Drive, Riverview, FL 33579 USA and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree to the estimate and authorize Red Cap Plumbing, Air & Electric to perform the work as summarized and on these estimated terms, and I agree to pay the full amount for all work performed.



Red Cap Plumbing, Air & Electric
7218 E. Martin Luther King Jr. Blvd
Tampa, FL 33619

RedCapNow.com
813-963-3056
Lic. #CFC1425669 #CAC1813344 #EC13011929

Estimate 467829071
Project 466398020
Estimate Date 2/11/2026
Customer PO

Billing Address

PANTHER TRACE CDD
12515 Bramfield Drive
Riverview, FL 33579 USA

Job Address

PANTHER TRACE CDD
12515 Bramfield Drive
Riverview, FL 33579 USA

Estimate Details

Carrier 5 Ton Heat Pump: 5 Year Parts warranty
1 Year Labor warranty

New indoor air handler customized to fit closet space properly
New indoor electrical whip
Modified supply and return plenums to accommodate proper installation and future service work

New outdoor condensing system
New outdoor surge protection
New outdoor electrical whip

Turn Air handler and run fresh air intake to return riser in attic per code

1 Year Red Cap 360 Maintenance plan included

Service #	Description	Quantity	Your Price	Your Total
GH5SAN5-60	Single Stage 14+ SEER 5 Ton 60,000 BTU	1.00	\$14,007.00	\$14,007.00
	GH5SAN5 CONDENSER FT5ANX AIR HANDLER			
	<u>SYSTEM SPECIFICATIONS:</u>			
	<ul style="list-style-type: none">• 14+ SEER Rated• Variable Speed Air Handler• R-454b Refrigerant• Programmable Thermostat			
	<u>INSTALLATION:</u>			
	<ul style="list-style-type: none">• All associates have criminal background checks and random drug testing• All permits pulled and inspections complete• Customized energy calculations• Only Red Cap employees will be in your home (No Subcontractors)• Flush and Purge copper line set• Braze copper with nitrogen• Evacuate the system to 500 microns (No Leaks)• Flush condensate drain line			
	<u>WARRANTY</u>			
	10 Year Parts Warranty			
	10 Year Labor Warranty			
	Red Cap Exceptional Guarantees			
	"No Excuse" Guarantee			
	"No Nightmares" Guarantee			
	"Safe and Secure" Guarantee			
	"Property Protection" Guarantee			
	"No Lemon" Protection Guarantee			

Potential Savings	\$0.00
Sub-Total	\$14,007.00
Total	\$14,007.00

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary is furnished by Red Cap Plumbing, Air & Electric as a good faith estimate of work to be performed at 12515 Bramfield Drive, Riverview, FL 33579 USA and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree to the estimate and authorize Red Cap Plumbing, Air & Electric to perform the work as summarized and on these estimated terms, and I agree to pay the full amount for all work performed.

EXHIBIT 4



**PANTHER TRACE
COMMUNITY DEVELOPMENT DISTRICT**

◆ 12515 Bramfield Drive ◆ Riverview, Florida 33579 ◆ (813) 671-8023

To: Board of Supervisors
From: Monica Vitale
Date: February 24, 2026
Re: Additional Security Cameras

Dear Board,

Please find attached a proposal I requested for the installation of additional security cameras. One camera would provide coverage of the dumpster area to help deter illegal dumping. The second camera would be positioned at the front of the clubhouse to monitor vehicles and individuals entering the parking lot.

Please review the attached proposal and advise on how you would like to proceed.

Thank you,

Monica Vitale
Facilities Director

PROPOSAL 21326PT1

PROPOSAL

Misc

Date	2/13/2026
TAX EXEMPT	
WO	VERBAL
FOB	

SHIPPING

2/13/26 EMAILED TO MS MONICA VITALE FOR REVIEW

PROPOSAL 21326PT1

PROPOSAL

Misc

Date	2/13/2026
TAX EXEMPT	
WO	VERBAL
FOB	

SHIPPING

BALANCE ON COMPLETION	\$500,00
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2/13/26 EMAILED TO MS MONICA VITALE FOR REVIEW

EXHIBIT 5

February 24, 2026
Panther Trace CDD – Phase I
Facilities Director Report

Aquatics Reports

- Reports are available to Supervisors upon request.
- Monthly maintenance is ongoing in accordance with the contract.

Landscape

- The January inspection reports and grade sheets are included in this month's packet.
- The related proposal will be reviewed at the March meeting.

Clubhouse / Pool / Playground

- Per the Board's request, I contacted four additional pressure washing companies to obtain proposals for cleaning the amenity sidewalks and curbs. Only one contractor responded and submitted a proposal, which was \$2,000 higher than the original proposal from Riverview Pressure Washing. Based on this, I proceeded with Riverview Pressure Washing.
- Pressure washing of the pool deck and furniture is being scheduled in preparation for Spring Break.
- Staff is currently being rehired and hired to prepare for Spring and Summer Break.

Events

- March 6 & 29 – TTRPG Club
- March 14 – Pokémon Event
- April 4 – Spring Egg Hunt

Respectfully submitted,
Monica Vitale
Facilities Director

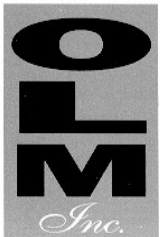
EXHIBIT 6

PANTHER TRACE CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10		
TURF INSECT/DISEASE CONTROL	10	4	Fungus
PLANT FERTILITY	5	2	Eugenia, croton proceed with bed fertility
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10	1	Hibiscus at pool seating
PRUNING	10		Tree work needed to reduce shade and turf loss
CLEANLINESS	10	2	Windfall
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		



Date: 1-20-26 Score: 94% Performance Payment™ % 100

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____



PANTHER TRACE CDD

LANDSCAPE INSPECTION

January 20, 2026

ATTENDING:

MONICA VITALE – PANTHER TRACE CDD

DAVE MANFRIN – LMP

PAUL WOODS – OLM, INC.

SCORE: 94%

NEXT INSPECTION

FEBRUARY 17, 2026 AT 1:00 PM

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

CLUBHOUSE

1. Remove leaf accumulations throughout playground and clubhouse beds, redistributing mulch.
2. Improve fertility to Queen Palms near the pool seating area.
3. Redistribute remaining mulch in beds when displaced by mower/blower activity.
4. **Improve fertility to the pool side Hibiscus. I recommend stagger pruning the shrub below windowsill height.**
5. Remove Spanish Moss up to 15 feet from common area trees.

COMMONS

6. Panther Trace Blvd eastbound right-of-way berm: I recommend removing any remnant Parsonii Juniper, maintaining a mulched bed on the berm embankment.
7. Throughout: Remove leaf accumulations from mulch beds at village entrances.
8. Near the east side irrigation controller: I recommend lifting the valve box assembly to eliminate the step-off hole.
9. Berkshire: Prune and elevate Oak trees along Rodeo Lane near the west side entrance.
10. Repurpose pine needle drop in the Hawthorne cul-de-sac as bed mulch at the gazebo.
11. Hawthorne entrance median island: Remove leaf accumulations from Ligustrum.
12. Panther Trace Blvd westbound across from Greystone: Elevate the leaning Sycamore tree.
13. Huntington frontage: Repair areas of failed turf due to previous pest injury.
14. Greystone frontage berm: Consider merging the Crape Myrtle tree wells into a single

mulched bed to eliminate the irregular appearance.

15. Sports field: Closely monitor for soil insects.

CATEGORY III: IMPROVEMENTS – PRICING

1. Ferncroft entrance: Provide a price to remove the declining Parsonii Juniper and replace with Ilex 'Schillings'.
2. Hawthorne east frontage: Provide a price to install shade tolerant sod along the berm to reduce erosion occurring underneath the trees.

CATEGORY IV: NOTES TO OWNER

1. Exit side of main entrance at US 301: The rail fence is damaged.
2. Arbor care would involved targeted removal of specific branching, reducing canopies by approximately 25%. This improved light penetration can help support turf and plantings along Panther Trace Blvd right-of-ways.

CATEGORY V: NOTES TO CONTRACTOR

NONE

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