



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

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
April 28, 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 **April 28, 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, April 28, 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 March 24, 2026 Regular Meeting [Exhibit 1](#)

B. Acceptance of the March 2026 Financial Statements [Exhibit 2](#)

C. Ratification of the LMP Irrigation Enhancement/Cycle Stop Valve Renovation Invoice - \$2,427.84 [Exhibit 3](#)

V. Business Matters

A. Consideration of Hanley Pools LLC Reservoir Tank Repair Proposal - \$5,300.00 [Exhibit 4](#)

B. Presentation of Proposed FY 2027 Budget [Exhibit 5](#)

C. Consideration & Adoption of **Resolution 2026-02**, Approving Proposed FY 2027 Budget and Setting a Public Hearing [Exhibit 6](#)

VI. Staff Reports

A. District Counsel

B. District Engineer

C. Facilities Director

➤ Facilities Director's Report [Exhibit 7](#)

➤ Landscaping Review [Exhibit 8](#)

D. District Manager

➤ Next Meeting Quorum Check: May 26, 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, March 24, 2026 at 6:05 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 Michael Staubitz	Board Supervisor, Vice Chairman
12 Dan O’Neill (<i>joined in progress</i>)	Board Supervisor, Assistant Secretary
13 Richard Magerl	Board Supervisor, Assistant Secretary

14 Also present were:

15 Barry Jeskewich	District Manager, Vesta District Services
16 Monica Vitale	Facilities Director
17 Amy Palmer (<i>via phone</i>)	District Engineer, Lighthouse Engineering

18 *The following is a summary of the discussions and actions taken at the March 24, 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 An audience member expressed concerns regarding basketball court conditions and their need for
23 maintenance and repair. Ms. Jones noted that the basketball court was currently closed as part of
24 the first phase of repairing the surfaces, and added that long-term plans included revamping the
25 area. Ms. Jones additionally encouraged the Panther Trace II resident to inquire about basketball
26 courts with the CDD Board representing his phase.

27 (*Mr. O’Neill joined the meeting.*)

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

29 A. Exhibit 1: Consideration and Approval of Minutes of the February 24, 2026 Regular Meeting

30 On a MOTION by Mr. O’Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved
31 the Minutes of the February 24, 2026 Regular Meeting, as amended, for the Panther Trace I Community
32 Development District.

33 B. Exhibit 2: Acceptance of the February 2026 Financial Statements

34 Mr. Jeskewich noted that a budget adjustment would be needed later in the year to bring over the
35 necessary funds from reserves.

36 On a MOTION by Mr. O’Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board accepted
37 the February 2026 Financial Statements, for the Panther Trace I Community Development District.

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

39 A. Exhibit 3: Consideration of LMP Proposals

- 40 ➤ Proposal #389411 – Dead Sycamore Removal - \$2,419.20

41 On a MOTION by Ms. Jones, SECONDED by Mr. O’Neill, WITH ALL IN FAVOR, the Board approved
42 the LMP Dead Sycamore Removal proposal, in the amount of \$2,419.20, for the Panther Trace I
43 Community Development District.

- 44 ➤ Proposal #386833 – Hydretain Treatment - \$4,934.00

45 The Board took no action on this proposal.

- 46 ➤ Proposal #383461 – Community Aeration - \$6,920.00

47 The Board took no action on this proposal.

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

49 A. District Counsel

50 B. District Engineer

51 Ms. Palmer stated that she had received all the files from the transfer and that they were now in
52 Lighthouse’s system. The Board thanked Ms. Palmer and indicated that moving forward they would
53 like to see the District Engineer attend meetings only as needed.

54 C. Facilities Director

- 55 ➤ Exhibit 4: Facilities Director’s Report

56 Ms. Vitale presented her report, adding that tree pruning had been taken care of and
57 additional security cameras had successfully been installed.

- 58 ➤ Exhibit 5: Review of the OLM Inspection Reports and Grade Sheet

59 D. District Manager

60 Mr. Jeskewich and the Board discussed the proposed budget approval process

- 61 ➤ Next Meeting Quorum Check: April 28, 2026, 6:00 PM

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

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

65 There being none, the next item followed.

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

67 There being none, the next item followed.

68 **NINTH ORDER OF BUSINESS – Adjournment**

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

71 On a MOTION by Mr. O’Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board adjourned
72 the meeting at 6:25 p.m. for the Panther Trace I Community Development District.

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

76 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
77 meeting held on _____.

78

Signature

Signature

Printed Name

Printed Name

79 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

EXHIBIT 2

Panther Trace
Community Development District

Financial Statements
(Unaudited)

March 31, 2026



Panther Trace CDD
Balance Sheet
March 31, 2026

	General Fund	Debt Service 2020	TOTAL
1 ASSETS			
2 Operating Account - NEW	\$ 40,294	\$ -	\$ 40,294
3 Cash - Debit Card	-	-	-
4 Money Market Account - BU	2,677,669	-	2,677,669
5 Trust Accounts:			-
6 Revenue Fund	-	47,430	47,430
7 Sinking Fund	-	-	-
8 Interest Fund	-	-	-
9 Accounts Receivable	-	-	-
10 Assessments Receivable On Roll	29,428	10,486	39,914
11 Due From GF	-	271,988	271,988
12 Undeposited Funds	-	-	-
13 Prepaid	2,250	-	2,250
14 Deposits	16,890	-	16,890
15 TOTAL ASSETS	\$ 2,766,531	\$ 329,904	\$ 3,096,435
16 LIABILITIES			
17 Accounts Payable	\$ 12,272	\$ -	\$ 12,272
18 Security Deposits	-	-	-
19 Accrued Expenses	-	-	-
20 Deferred Revenue On Roll	29,428	10,486	39,914
21 Due To Debt Service	271,988	-	271,988
22 TOTAL LIABILITIES	313,688	10,486	324,174
23 FUND BALANCE			
24 Nonspendable			
25 Prepaid & Deposits	19,140	-	19,140
26 Capital Reserves	73,000	-	73,000
27 Operating Capital	221,512	-	221,512
28 Unassigned	2,139,191	319,418	2,458,609
29 TOTAL FUND BALANCE	2,452,843	319,418	2,772,261
30 TOTAL LIABILITIES & FUND BALANCE	\$ 2,766,531	\$ 329,904	\$ 3,096,435

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

	FY 2026 Adopted Budget	FY 2026 Month of March	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUES					
2 Special Assessments	\$ 787,745	\$ 8,330	\$ 758,317	\$ (29,428)	96%
3 Interest Revenue	100,000	7,375	40,077	(59,923)	40%
4 Miscellaneous Revenue	300	2,562	3,182	2,882	1061%
5 Clubhouse Rentals	2,500	850	2,025	(475)	81%
6 TOTAL REVENUES	\$ 890,545	\$ 19,117	\$ 803,601	\$ (86,944)	90%
7 EXPENDITURES					
8 GENERAL ADMINISTRATIVE					
9 Board Of Supervisors Payroll	\$ 12,000	\$ -	\$ 3,800	\$ (8,200)	32%
10 Payroll Taxes - Board Of Supervisors	919	-	291	(628)	32%
11 Payroll Services - Board Of Supervisors	650	-	250	(400)	38%
12 Management Consulting Services	48,195	4,016	24,098	(24,098)	50%
13 Office Supplies	500	30	401	(99)	80%
14 Bank Fees	200	-	-	(200)	0%
15 Mailing	50	-	217	167	435%
16 School Sponsorship	200	-	-	(200)	0%
17 Other Miscellaneous	250	-	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	580	1,321	(6,180)	18%
23 Technology Services And Website Admin.	1,650	42	700	(950)	42%
24 TOTAL FINANCIAL & ADMINISTRATIVE	82,039	4,667	31,908	(50,131)	39%
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	14,111	85,168	(84,832)	50%
35 Utilities - Water	12,000	1,196	9,907	(2,093)	83%
36 Utilities - Solid Waste Disposal	2,244	332	1,839	(405)	82%
37 Impact Fee Assessment	650	-	-	(650)	0%
38 TOTAL UTILITIES	184,894	15,639	96,915	(87,979)	52%
41 PHYSICAL ENVIRONMENT					
42 Lake & Pond Maintenance	24,127	2,025	11,975	(12,152)	50%
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	17,981	95,170	(83,636)	53%
46 Landscape Maintenance - Consulting	15,574	1,260	7,560	(8,014)	49%
47 Landscape Replacement	44,116	-	26,134	(17,982)	59%
48 Tree Maintenance/Removal	25,000	-	1,152	(23,848)	5%
49 Irrigation Maintenance	8,000	3,966	7,201	(799)	90%
50 Decorative Light Maintenance	1,500	-	-	(1,500)	0%

	FY 2026 Adopted Budget	FY 2026 Month of March	FY 2026 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
51 Pest Control	960	80	400	(560)	42%
52 Infrastructure Maint. & Repair	5,000	500	500	(4,500)	10%
53 Field Manager Contingency	16,000	-	425	(15,575)	3%
54 TOTAL PHYSICAL ENVIRONMENT	323,583	25,813	153,570	(170,013)	47%
55 PARKS AND RECREATION					
56 Communications	2,820	185	1,051	(1,769)	37%
57 Clubhouse Staff	80,534	6,987	42,775	(37,759)	53%
58 Clubhouse Staff Taxes	6,161	565	3,537	(2,624)	57%
59 Unemployment Insurance	1,200	-	-	(1,200)	0%
60 Clubhouse Workmens Comp Insurance	1,250	201	1,124	(126)	90%
61 Clubhouse Staff Payroll Fees	3,000	340	2,196	(804)	73%
62 Club Facility - Interior Furnishings	750	-	-	(750)	0%
63 Club Facility Maintenance	15,000	-	8,757	(6,243)	58%
64 Pool Maintenance - Contract	24,000	2,100	12,600	(11,400)	53%
65 Pool Maintenance - Other	6,000	-	6,087	87	101%
66 Pool Permit	275	-	-	(275)	0%
67 Amenities Monitor	25,000	-	-	(25,000)	0%
68 Clubhouse Supplies	2,500	-	662	(1,838)	26%
69 Park Facility Maintenance	4,000	-	4,677	677	117%
70 Special Events	25,000	5,056	19,087	(5,913)	76%
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	15,434	112,984	(94,706)	54%

	FY 2026 Adopted Budget	FY 2026 Month of March	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	61,553	495,255	(390,791)	56%
79 REVENUES OVER (UNDER) EXPENDITURES	\$ 4,498	\$ (42,436)	\$ 308,346	\$ 303,848	
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	(42,436)	308,346	303,848	
85 Fund Balance - Beginning	1,988,220		2,144,497	156,277	
86 Increase In Reserves For Renewal	-		-	-	
87 Decrease For Fund Balance Forward	-		-	-	
88 FUND BALANCE - ENDING - PROJECTED	\$ 1,992,718		\$ 2,452,843	\$ 460,125	
89 FUND BALANCE ANALYSIS					
90 NONSPENDABLE					
91 PREPAID & DEPOSITS	19,140		19,140		
92 CAPITAL RESERVES	73,000		73,000		
93 OPERATING CAPITAL	221,512		221,512		
94 UNASSIGNED	1,679,066		2,139,191		
95 TOTAL FUND BALANCE	\$ 1,992,718		\$ 2,452,843		

Panther Trace CDD
Debt Service Fund- Series 2020
Statement of Revenues, Expenditures, and Changes in Fund Balance
For October 1, 2025 to March 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	\$ 269,213	\$ (10,486)
3 Interest Revenue	-	1,027	1,027
4 Misc. Revenue	-	-	-
5 TOTAL REVENUES	279,699	270,240	(9,459)
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	238,863	238,389
15 OTHER FINANCING SOURCES & USES			
16 Transfers In	-	-	-
17 Transfers Out	-	-	-
18 TOTAL OTHER FINANCING SOURCES & USES	-	-	-
19 NET CHANGE IN FUND BALANCE	474	238,863	238,389
20 Fund Balance - Beginning		80,555	80,555
21 FUND BALANCE - ENDING - PROJECTED	\$ 474	\$ 319,418	\$ 318,944

* 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
10/07/2025	120066	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 360067 (Reference: #299694 - Panther Trace CDD- Landscape Maintenance Agreement -2024 O...		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
10/08/2025	120072	Red Cap Plumbing & Air, LLC	Invoice: 415421693 (Reference: Replace fill valve and unisex restroom was not filling up proper...		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
10/23/2025	120082	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 362893 (Reference: #367558 - Well B - pump repair.) Invoice: 362892 (Reference: #367...		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
11/12/2025	120090	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 365953 (Reference: #368134 - Panther Trace CDD 2025/2026 Landscape Maintenance Renewal ...)		14,900.48	57,324.65
11/12/2025	120091	Vesta District Services	Invoice: 429506 (Reference: Management services.)		4,057.92	53,266.73
11/12/2025	120092	Solitude Lake Management	Invoice: PSI213514 (Reference: Annual Lake Maintenance.)		1,966.26	51,300.47
11/13/2025	3346	Clean Day	CH Cleaning - for week of 11/13/2025		125.00	51,175.47
11/14/2025	3353	MONICA VITALE	Holiday Party Gratuities		700.00	50,475.47
11/14/2025	120093	JIM VITALE	Invoice: 75 (Reference: Equipment rental Music.)		600.00	49,875.47
11/14/2025	120094	AirFunGames Event Services LLC	Invoice: 16889 (Reference: Train.)		1,295.00	48,580.47
11/14/2025	111425PR1	Decision HR	PR 11/14/25		3,915.14	44,665.33
11/17/2025	01ACH111725	Spectrum Business	Phones & Internet 12515 Bramfield Dr 10.26.25- 11.25.25		170.00	44,495.33
11/18/2025			Funds Transfer	50,000.00		94,495.33
11/20/2025	3347	Clean Day	CH Cleaning - for week of 11/20/2025		125.00	94,370.33
11/20/2025	01ACH112025	TECO	Summary Bill 09.16.25- 10.14.25		14,043.39	80,326.94
11/21/2025	3356	FLORIDA DEPT OF ECONOMIC OPPORTUNITY	FY 2025/2026 Special District Invoice Fee/Update Form		175.00	80,151.94
11/21/2025	120095	Vesta District Services	Invoice: 429442 (Reference: billable Expenses Oct25.)		41.94	80,110.00
11/21/2025	120096	Florida Courts, Inc.	Invoice: 5434 (Reference: Resurface 2 tennis courts.)		24,750.00	55,360.00
11/24/2025			Deposit	200.00		55,560.00
11/26/2025	120097	OLM, INC.	Invoice: 46293 (Reference: monthly landscape inspection.)		1,260.00	54,300.00
11/26/2025	120098	NVIROTECT PEST CONTROL SERVICES	Invoice: 378172 (Reference: Pest Control Service.)		80.00	54,220.00
11/27/2025	3348	Clean Day	CH Cleaning - for week of 11/27/2025		125.00	54,095.00
11/28/2025	3357	Trenton L. Willis	Pay Period 11/9/25 - 11/22/25 6 Hrs		77.57	54,017.43
11/28/2025	112825PR1	Decision HR	PR 11/28/25		3,542.16	50,475.27
11/28/2025			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			509.48	49,972.49
12/02/2025	120099	ZEBRA CLEANING TEAM, INC.	Invoice: 8302 (Reference: Max-E-Pro Seal Plate Kit and Hydronic Arms.)		1,337.50	48,634.99
12/02/2025	120100	ZEBRA CLEANING TEAM, INC.	Invoice: 8332 (Reference: Commercial Pool Service.)		2,100.00	46,534.99
12/02/2025	120101	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 369445 (Reference: #334419 - Aeration - Sports Field.) Invoice: 370475 (Reference: #...		16,450.06	30,084.93
12/04/2025	3354	Clean Day	CH Cleaning - for week of 12/04/2025		125.00	29,959.93
12/04/2025	120102	Solitude Lake Management	Invoice: PSI221207 (Reference: Annual Lake Maintenance.)		1,966.26	27,993.67
12/05/2025	120525BOS1	Daniel J O'Neill	BOS MTG 11/24/25		184.70	27,808.97
12/05/2025	120525BOS2	Engage PEO	PR 12/26/25		141.80	27,667.17
12/05/2025	131	Megan Jones	BOS MTG 11/24/25		184.70	27,482.47
12/05/2025	120525BOS3	Richard Magerl	BOS MTG 11/24/25		184.70	27,297.77
12/07/2025	3355	Clean Day	CH Cleaning after Holiday Party 12/07/2025		125.00	27,172.77
12/09/2025	120103	STRALEY ROBIN VERICKER	Invoice: 27580 (Reference: legal services.)		741.00	26,431.77
12/09/2025	01ACH120925	REPUBLIC SERVICES	Trash P/U - Dec 2025		256.46	26,175.31
12/10/2025	120104	Xcellent Xteriors, LLC	Invoice: 4501-1 (Reference: Christmas Lights - Triline.)		3,105.00	23,070.31
12/10/2025	120105	MHD COMMUNICATIONS	Invoice: 39819 (Reference: Help Desk Technician.)		187.50	22,882.81
12/10/2025	01ACH121025	BOCC	12515 Bramfield Dr 10.28.25- 11.25.25		1,765.82	21,116.99
12/11/2025	3358	Clean Day	CH Cleaning after Holiday Party 12/11/2025		125.00	20,991.99
12/12/2025	121225PR1	Decision HR	PR 12/12/25		4,766.73	16,225.26
12/15/2025	120106	MHD COMMUNICATIONS	Invoice: 39682 (Reference: Gate and WS Laptops.)		2,277.00	13,948.26
12/15/2025	120107	Thomas Watson	Invoice: 23 (Reference: Maintenance work.)		4,013.31	9,934.95

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 - Trimeline.		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
02/02/2026	120124	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 378983 (Reference: #377761 - Huntington - Utility box.)		278.40	76,015.70
02/02/2026	120125	OLM, INC.	Invoice: 46666 (Reference: Jan26 monthly landscape inspection.)		1,260.00	74,755.70
02/02/2026	120126	Solitude Lake Management	Invoice: PSI234651 (Reference: Feb26 Annual Maintenance.)		2,025.25	72,730.45
02/02/2026	120127	Vesta District Services	Invoice: 430656 (Reference: FEB26 District Management services.)		4,057.92	68,672.53
02/02/2026	01ACH020226	BANK UNITED VISA CC	office supplies and special event		427.66	68,244.87
02/04/2026	120128	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 380736 (Reference: #380289 - Lunch Gazebo.) Invoice: 381117 (Reference: 368134 - Pan...		16,052.47	52,192.40
02/04/2026	120129	Red Cap Plumbing & Air, LLC	Invoice: 462173630 (Reference: Captura Dual UV Lamp remote and Drain Repair.)		3,000.00	49,192.40
02/05/2026	3367	Clean Day	CH Cleaning - for week of 02/05/26		125.00	49,067.40
02/06/2026	01ACH020626	BOCC	12515 Bramfield Dr 12.23.25- 01.25.26		1,732.14	47,335.26
02/06/2026	020626PR1	Decision HR	PR 2/6/26		3,931.85	43,403.41
02/06/2026	020626BOS1	Daniel J O'Neill	BOS MTG 1/27/26		184.70	43,218.71
02/06/2026	020626BOS2	Engage PEO	BOS MTG 1/27/26		172.40	43,046.31
02/06/2026	132	Megan Jones	BOS MTG 1/27/26		184.70	42,861.61
02/06/2026	133	Michael J. Staubitz	BOS MTG 1/27/26		184.70	42,676.91

Date	Number	Name	Memo	Deposits	Payments	Balance
02/06/2026	020626BOS3	Richard Magerl	BOS MTG 1/27/26		184.70	42,492.21
02/09/2026			Funds Transfer	100,000.00		142,492.21
02/09/2026	120130	ZEBRA CLEANING TEAM, INC.	Invoice: 8471 (Reference: Pool Maintenance.)		3,191.32	139,300.89
02/09/2026	120131	Florida Mulch Inc.	Invoice: 16536 (Reference: Labor Installation- Certified Pine Bark Mini.)		23,012.82	116,288.07
02/09/2026	01ACH020926	REPUBLIC SERVICES	Trash P/U - Jan 2026		331.61	115,956.46
02/12/2026	3368	Clean Day	CH Cleaning - for week of 02/12/26		125.00	115,831.46
02/17/2026	01ACH021726	Spectrum Business	Phones & Internet 12515 Bramfield Dr 01.26.26- 02.25.26		170.00	115,661.46
02/18/2026			Deposit	400.00		116,061.46
02/18/2026	120132	Johnny Walker	Invoice: 21026PT1 (Reference: REPLACED THE 2 TB HARD DRIVE IT MALFUNCTIONED and INSTALLED A 4TB...		225.00	115,836.46
02/19/2026	3369	Clean Day	CH Cleaning - for week of 02/19/26		125.00	115,711.46
02/19/2026	120133	Red Cap Plumbing & Air, LLC	Invoice: 468854599 (Reference: The euro was running due to the diaphragm being warped change tha...		325.00	115,386.46
02/20/2026	022026PR1	Decision HR	PR 2/20/26		3,481.20	111,905.26
02/24/2026	01ACH022426	TECO	Summary Bill 12.16.25- 01.15.26		14,550.23	97,355.03
02/25/2026			Deposit	375.00		97,730.03
02/25/2026	120134	Riverview Pressure Cleaning	Invoice: 2363 (Reference: clubhouse facility maintenance.)		2,425.00	95,305.03
02/26/2026	3370	Clean Day	CH Cleaning - for week of 02/26/26		125.00	95,180.03
02/27/2026	022726BOS1	Daniel J O'Neill	BOS MTG 2/24/26		184.70	94,995.33
02/27/2026	022726BOS2	Engage PEO	BOS MTG 2/24/26		172.40	94,822.93
02/27/2026	134	Megan Jones	BOS MTG 2/24/26		184.70	94,638.23
02/27/2026	135	Michael J. Staubitz	BOS MTG 2/24/26		184.70	94,453.53
02/27/2026	022726BOS3	Richard Magerl	BOS MTG 2/24/26		184.70	94,268.83
02/27/2026			Interest	8.50		94,277.33
02/28/2026		End of Month		100,783.50	82,800.27	94,277.33
03/02/2026	120135	OLM, INC.	Invoice: 46840 (Reference: Feb26 Monthly Landscape inspection.)		1,260.00	93,017.33
03/02/2026	120136	Vesta District Services	Invoice: 431102 (Reference: Management fee services Mar26.)		4,057.92	88,959.41
03/02/2026	120137	Johnny Walker	Invoice: 21326PT1D (Reference: ADD 2 ADDITIONAL CAMERAS TO CAMERA SYSTEM.)		425.00	88,534.41
03/02/2026	01ACH030226	BANK UNITED VISA CC			563.92	87,970.49
03/04/2026	120138	NVIROTECT PEST CONTROL SERVICES	Invoice: 386561 (Reference: Pest Control Service.)		80.00	87,890.49
03/04/2026	120139	Solitude Lake Management	Invoice: PSI241284 (Reference: Annual maintenance Mar26.)		2,025.25	85,865.24
03/04/2026	120140	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 385571 (Reference: 368134 - Panther Trace CDD 2025/2026 Landscape Maintenance Renewal M...		14,900.47	70,964.77
03/05/2026	3371	Clean Day	CH Cleaning - for week of 03/05/26		125.00	70,839.77
03/06/2026			Deposit	250.00		71,089.77
03/06/2026	030626PR1	Decision HR	PR 3/6/26		4,077.47	67,012.30
03/10/2026	01ACH031026	BOCC	12515 Bramfield Dr 01.25.26- 02.24.26		1,719.61	65,292.69
03/10/2026	02ACH031026	REPUBLIC SERVICES	Trash P/U - MAR 2026		331.61	64,961.08
03/11/2026	120141	JIM VITALE	Invoice: 76 (Reference: Equipment Rental for Spring Fling Set and Clean up Music.)		250.00	64,711.08
03/12/2026	3372	Clean Day	CH Cleaning - for week of 03/12/26		125.00	64,586.08
03/12/2026	120142	Vesta District Services	Invoice: 431341 (Reference: Billable Expenses -Jan 2026.)		66.99	64,519.09
03/13/2026			Deposit	150.00		64,669.09
03/16/2026	120143	ZEBRA CLEANING TEAM, INC.	Invoice: 8457 (Reference: Monthly Full Service.) Invoice: 8510 (Reference: Commercial Pool Se...		4,200.00	60,469.09
03/16/2026	120144	TAMPA BOUNCE LLC	Invoice: 42 (Reference: Special events 4/4/26.)		902.88	59,566.21
03/16/2026	01ACH031626	Spectrum Business	Phones & Internet 12515 Bramfield Dr 02.26.26- 03.25.26		185.33	59,380.88
03/18/2026	3375	Farm To You Revue, LLC	Gratuity for Spring Egg Hunt		200.00	59,180.88
03/18/2026	3376	TAMPA BOUNCE LLC	Gratuity for Spring Egg Hunt		150.00	59,030.88
03/19/2026	3373	Clean Day	CH Cleaning - for week of 03/19/26		125.00	58,905.88
03/20/2026	032026PR1	Decision HR	PR 3/20/26		4,015.23	54,890.65
03/23/2026			Deposit	2,561.97		57,452.62
03/23/2026			Deposit	150.00		57,602.62
03/23/2026			Deposit	300.00		57,902.62
03/23/2026	120145	Johnny Walker	Invoice: 21326PT1B (Reference: Camera Installation.)		500.00	57,402.62
03/24/2026	120146	OLM, INC.	Invoice: 46998 (Reference: Mar26 monthly landscape inspection.)		1,260.00	56,142.62
03/25/2026	01ACH032526	TECO	Summary Bill 01.16.26- 02.16.26		14,110.76	42,031.86
03/26/2026	3374	Clean Day	CH Cleaning - for week of 03/26/26		125.00	41,906.86
03/26/2026	120147	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 388019 (Reference: Needed Irrigation Repairs - Eliminate Driplines & Install Sprayheads...		1,538.50	40,368.36

Date	Number	Name	Memo	Deposits	Payments	Balance
03/31/2026	120148	NVIROTECT PEST CONTROL SERVICES	Invoice: 389338 (Reference: Pest Control Service.)		80.00	40,288.36
03/31/2026			Interest	5.64		40,294.00
03/31/2026	End of Month			3,417.61	57,400.94	40,294.00

EXHIBIT 3



**PANTHER TRACE
COMMUNITY DEVELOPMENT DISTRICT**

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

To: Board of Supervisors
From: Monica Vitale
Date: April 28, 2026
Re: Landscape Proposal Ratified

Dear Board Members,

Please find attached a proposal from LMP for your ratification:

- **Proposal #392575** – Replace valve and stop leak at pump on the field: \$2,427.84

At your convenience, please review the attached proposals and advise on how you would like to proceed.

Thank you,
Monica Vitale
Facilities Director



Proposal

Proposal No.: 392575
Proposed Date: 03/30/26

PROPERTY:	FOR:
Panther Trace I CDD Monica Vitale 12515 Bramfield Drive Riverview, FL 33579	Irrigation Enhancement- Service Calls & Proposals

The Cycle Stop Valve and components around the cycle stop valve are leaking and corroded. The valve and the connecting components need to be replaced. The well is off until the repairs are made.

ITEM	QTY	UOM	UNIT PRICE	EXT. PRICE	TOTAL
Irrigation Renovation					
Lateral Components					\$2,427.84
2 CSV3B2T	1.00	EA	\$1,190.24	\$1,190.24	
Misc Fittings	1.00	EA	\$487.50	\$487.50	
Pressure Gauge 0-160 PSI	1.00	EA	\$53.30	\$53.30	
Pressure Guage 0-100 PSI	1.00	EA	\$53.30	\$53.30	
Well Tech hourly rate	3.00	HR	\$214.50	\$643.50	
				Total:	\$2,427.84

Guarantee: Any alteration from these specs involving additional costs will be executed only upon written order and will become an extra charge over and above estimate.

Standard Warranty: LMP agrees to warranty irrigation, drainage and lighting for 1 year, trees and palms for 6 months, shrubs and ground cover for 3 months, and sod for 30 days. This warranty is subject to and specifically limited by the following:

Warranty is not valid on relocated material, annuals and any existing irrigation, drainage and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by LMP will void warranty. The above identified warranty periods commence upon the date of completion of all items included in this proposal. Standard Warranty does not modify or supersede any previously written agreement. LMP is not responsible for damage to non-located underground.

Residential Agreement: A deposit or payment in full will be required before any work will begin. Any and all balance will be due upon job completion in full, unless otherwise noted in writing. All work will be performed in a workman like manner in accordance to said proposal. Any additional work added to original proposal will require written approval, may require additional deposits and will be due on completion with any remaining balances owed.

DUE TO THE NATURE OF MATERIAL COST VOLATILITY, WE ARE CURRENTLY HOLDING PRICING FOR THIRTY (30) DAYS FROM

PROPOSAL DATE

Monica L Vitale

3/30/2026

Signature (Owner/Property Manager)

Date

Printed Name (Owner/Property Manager)

Signature - Representative

Date

EXHIBIT 4



**PANTHER TRACE
COMMUNITY DEVELOPMENT DISTRICT**

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

To: Board of Supervisors
From: Monica Vitale
Date: April 28, 2026
Re: Repair Leaking Pool Pit

Dear Board Members,

Please find attached a proposal from LMP for your ratification:

- **Proposal #20262 Panther T 1 Reservoir Tank** – Repair leaking tank to prevent further water damage and motor damage \$5300.00

In the last year we have had to replace 4 motors due to water damage from this leak as well as flooding from rain. I have spoken to the Chair, and she agrees this is the best course of action.

At your convenience, please review the attached proposals and advise on how you would like to proceed.

Thank you,
Monica Vitale
Facilities Director

Proposal to NO.

20262Panther T 1 reservoir tank

DATE 2026-04-07



CONTRACT / PROPOSAL	
CONTACT	Monica
NAME	Panther Trace 1
ADDRESS	12515 Bramfield Dr, Riverview, FL 33579-7713
JOB SITE:	
EMAIL	Monicavitalecam@gmail.com
TEL	(813) 671-0831

ORDER TAKEN BY: Pat Hanley

We hereby propose to furnish the materials and perform the labor to perform the necessary steps to complete work

Hanley Pools will perform the work as follows;	Cost
Lower the water in the Pool, grind reservoir tank at seam fiberglass mat the walls to correct the water loss issue	\$5,300.00

Any additional repairs or unforeseen issues may require a separate estimate. All material is guaranteed to be as specified, and the above work is to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of (TOTAL)

Payment structure

Down payment 50%	<u>\$2,650.00</u>
Final 50%	<u>\$2,650.00</u>

With payments to be made as follows:
 If paying by debit or credit card, there is a 3.5% convenience fee charge, you can pay online, by Zelle at 813-940-9875
 Or call 813-839-7665 during business hours.
 If paying by check:
 Make checks payable to: Hanley Pools LLC

L# CPC1461025
 Hanley Pools LLC
 PO Box 6004 Sun City Center, FL 33571
 Phone 813-839-7665
info@flapools.com
 L# CPC1461025

TOTAL \$5,300.00

Respectfully submitted by

Pat Hanley

INT

Cancellation of this contract may result in a cancellation fee. This fee will be based on expenses incurred or to be incurred due to cancelation, including, but not limited to administration fees, commissions, material restocking, labor charges and municipal government charges.

*Pool finish prices include: draining of pool, acid washing, pressure washing, and removal of up to 5% of total surface area, undercut all perimeter tile borders and fixtures, final clean-up, and maintenance instructions. All work performed has **a one-year warranty** against defects in materials and workmanship. Pool finishes are not warranted against discoloration, staining, pitting, or etching inasmuch as this is commonly due to the local water, wrong use of chemicals, or Stains caused by lack of cleaning.

*Fill water is not warranted. Structural cracks in decks and pools are not warranted. **IN THE EVENT OF UNFORESEEN ISSUES IN THE EXISTING PLASTER, INCLUDING BUT NOT LIMITED TO FLAKING, DELAMINATION, OR HOLLOW SPOTS, THE HOMEOWNER WILL BE NOTIFIED OF ANY ADDITIONAL COSTS.**

I/We understand that there may be color variations in both the paver and tile selections I/we have made due to the manufacturing process. /we understand that once these products have been ordered, the order may not be canceled without a cancellation/ restocking fee, as this material was specifically manufactured for this job. Also, when using thin and thick pavers, I/we understand that there may be differences in the product colors as the two products are manufactured separately.

1/We understand that changes made after the signing of this contract will be assessed a \$150.00 change order fee plus the cost of materials each time a change is made.

*I/We understand that there may be color variations in both the paver and tile selections I/we have made due to the manufacturing process. /we understand that once these products have been ordered, the order may not be canceled without a cancellation/ restocking fee, as this material was specifically manufactured for this job. Also, when using thin and thick pavers, I/we understand that there may be differences in the product colors as the two products are manufactured separately.

*1/We understand that changes made after the signing of this contract will be assessed a \$150.00 change order fee plus the cost of materials each time a change is made.

*After work is completed and the pool is filled with water, due to water pressure, leaks may occur. If the leaks are not a result from our work or part of our work, the homeowner will pay for the leak detection and leak repair.

*No powder chemicals (chlorine, stabilizer, etc) or chlorine tablets shall be placed on any surface. Powder chemicals shall be put into the skimmer or diluted. Surface warranty will be voided if powdered chemicals are distributed directly to the water surface.

*Trichlor should not be placed directly on any pool or spa surface.

In the event of default by the Home Owner of any of the provisions of this contract, the Home Owner shall pay all collection costs and interest from the date of default, including any reasonable attorney's fees.

*Failure to pay the contract amount as scheduled voids all implied or written warranties.

If more than 5% of the existing interior is hollow or failing, an additional cost will be incurred by the homeowner to remove or dispose of it.

*If well-pointing is needed to control groundwater, there will be an additional cost.

*Eco Finish Interiors will contour to your existing surface; it will only be as smooth as the surface it goes over. There is an additional cost to add a smooth sub-surface under the Eco Finish surface, It is normal when applying ECO Finish to cover/protect the tile that there may be a slight overlap at the bottom of the tile, which is normal and not to be considered a workmanship issue.

LIEN LAW ADDENDUM

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001- 713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS OR NEGLECTS TO MAKE OTHER LEGALLY REQUIRED PAYMENTS, THE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED, YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT WHENEVER A SPECIFIC PROBLEM ARISES, YOU CONSULT AN ATTORNEY.

Note-This proposal may be withdrawn by us if not accepted within 7 days.

ACCEPTANCE OF CONTRACT

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

SIGNATURE OF AGGREGMENT OF CONTRACT

DATE

Any alteration or deviation from the above specifications that incurs extra costs will be executed only upon written order and will incur an additional charge over and above the estimate.

All agreements are contingent upon strikes, accidents, or delays beyond our control.

NOTICE OF TERMS: All past due amounts are subject to a monthly late charge of 5%, plus all costs of collection and reasonable attorney's fees. These late fees are non-removable.

EXHIBIT 5

**PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)**

	FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY 2027 PROPOSED	VARIANCE FY26 - FY27
1 REVENUE					
2 SPECIAL ASSESSMENTS	\$ 797,711	\$ 799,221	\$ 787,745	\$ 832,656	\$ 44,910
3 INTEREST REVENUE	110,118	89,689	100,000	100,000	-
4 MISCELLANEOUS REVENUE	40	37	300	300	-
5 CLUBHOUSE RENTALS	5,165	4,000	2,500	2,500	-
6 ACCESS CARDS	-	370	-	-	-
7 FUND BALANCE FORWARD	-	-	-	-	-
8 TOTAL REVENUE	913,033	893,317	890,545	935,456	44,910
9					
10 EXPENDITURES					
11 ADMINISTRATIVE:					
12 BOARD OF SUPERVISORS PAYROLL	6,415	7,800	12,000	12,000	-
13 PAYROLL TAXES - BOARD OF SUPERVISORS	475	597	919	919	-
14 PAYROLL SERVICES - BOARD OF SUPERVISORS	500	550	650	650	-
15 MANAGEMENT CONSULTING SERVICES	47,250	47,250	48,195	48,195	-
16 OFFICE SUPPLIES	1	788	500	1,000	500
17 BANK FEES	10	84	200	200	-
18 MISCELLANEOUS ADMIN					
19 MAILING	413	539	50	550	500
20 SCHOOL SPONSORSHIP	300	250	200	250	50
21 OTHER MISCELLANEOUS	50	204	250	500	250
22 AUDITING	3,900	3,900	4,050	4,150	100
23 REGULATORY AND PERMIT FEES	175	175	175	175	-
24 LEGAL ADVERTISEMENTS	-	396	700	700	-
25 ENGINEERING SERVICES	1,259	4,989	5,000	5,000	-
26 LEGAL SERVICES	9,126	4,540	7,500	7,500	-
27 TECHNOLOGY SERVICES AND WEBSITE ADMIN.	1,665	4,315	1,650	1,650	-
28 SALES TAX	337	364	-	-	-
29 TOTAL ADMINISTRATIVE	71,876	76,740	82,039	83,439	1,400
30					
31 INSURANCE:					
32 INSURANCE	34,109	47,203	52,374	49,020	(3,354)
33 TOTAL INSURANCE	34,109	47,203	52,374	49,020	(3,354)
34					
35 DEBT SERVICE ADMINISTRATION:					
36 DISCLOSURE REPORT	-	1,000	1,000	1,000	-
37 ARBITRAGE REBATE	-	-	650	650	-

PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

	FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY 2027 PROPOSED	VARIANCE FY26 - FY27
38 TRUSTEE FEES	3,895	4,041	4,041	3,950	(91)
39 TOTAL DEBT SERVICE ADMINISTRATION	3,895	5,041	5,691	5,600	(91)
40					
41 UTILITIES:					
42 UTILITIES - ELECTRICITY	166,552	133,356	170,000	180,200	10,200
43 UTILITIES - WATER	12,504	16,443	12,000	21,952	9,952
44 UTILITIES - SOLID WASTE DISPOSAL	2,203	2,977	2,244	3,619	1,375
45 IMPACT FEE ASSESSMENT	-	-	650	650	-
46 TOTAL UTILITIES	181,259	152,777	184,894	206,421	21,527
47					
48 SECURITY:					
49 SECURITY SYSTEM - CONTRACT	128	54	-	-	-
50 SECURITY - MISCELLANEOUS	2,183	-	-	-	-
51 TOTAL SECURITY	2,312	54	-	-	-
52					
53 PHYSICAL ENVIRONMENT:					
54 LAKE & POND MAINTENANCE	22,741	23,423	24,127	24,851	724
55 LAKE & POND MAINTENANCE - OTHER	-	4,074	2,000	2,000	-
56 ENTRY & WALLS MAINTENANCE	-	-	2,500	2,500	-
57 LANDSCAPE MAINTENANCE - CONTRACT	159,656	172,810	178,806	187,746	8,940
58 LANDSCAPE MAINTENANCE - CONSULTING	15,120	15,120	15,574	15,876	302
59 LANDSCAPE REPLACEMENT	32,870	9,858	44,116	46,321	2,205
60 TREE MAINTENANCE/REMOVAL	27,315	26,940	25,000	25,000	-
61 OTHER LANDSCAPE MISCELLANEOUS	17,967	23,185	-	-	-
62 IRRIGATION MAINTENANCE	4,441	5,243	8,000	8,000	-
63 IRRIGATION USAGE REPORTING	-	600	-	-	-
64 DECORATIVE LIGHT MAINTENANCE	-	-	1,500	-	(1,500)
65 PEST CONTROL	960	960	960	960	-
66 INFRASTRUCTURE MAINTENANCE & REPAIRS	-	7,577	5,000	-	(5,000)
67 PHYSICAL ENVIRONMENT CONTINGENCY	-	13,038	16,000	21,000	5,000
68 TOTAL PHYSICAL ENVIRONMENT	281,070	302,828	323,583	334,254	10,671
69					
70 PARKS AND RECREATION:					
71 COMMUNICATIONS	1,803	1,984	2,820	2,820	-
72 CLUBHOUSE MANAGER	103,521	108,872	80,534	82,950	2,416
73 CLUBHOUSE STAFF TAXES	8,635	9,886	6,161	6,161	-
74 UNEMPLOYMENT INSURANCE	-	-	1,200	1,200	-

PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

	FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY 2027 PROPOSED	VARIANCE FY26 - FY27
75 CLUBHOUSE WORKMENS COMP INSURANCE	3,296	3,713	1,250	1,250	-
76 CLUBHOUSE STAFF PAYROLL FEES	4,356	5,489	3,000	4,456	1,456
77 CLUBHOUSE FACILITY - INTERIOR FURNISHINGS	38	2,439	750	-	(750)
78 CLUBHOUSE FACILITY MAINTENANCE	8,445	45,309	15,000	15,000	-
79 POOL MAINTENANCE - CONTRACT	24,000	24,000	24,000	25,200	1,200
80 POOL MAINTENANCE - OTHER	11,104	10,535	6,000	10,535	4,535
81 POOL PERMIT	275	275	275	275	-
82 AMENITIES STAFF	-	1,774	25,000	25,000	-
83 CLUBHOUSE SUPPLIES	1,951	12,261	2,500	2,500	-
84 PARK FACILITY MAINTENANCE	10,017	47,043	4,000	8,000	4,000
85 CAPITAL IMPROVEMENTS	-	18,308	-	-	-
86 SPECIAL EVENTS	19,941	6,210	25,000	25,000	-
87 DECORATIVE HOLIDAY LIGHTING	2,355	-	3,600	5,100	1,500
88 MISCELLANEOUS					
89 OTHER AMENITY CENTER REPAIRS & MAINTENANCE	4,079	-	6,600	7,000	400
90 OTHER PARK AND RECREATION	4,770	3,259	-	-	
91 TOTAL PARKS AND RECREATION	208,585	301,357	207,690	222,447	14,757
92					
93 CAPITAL IMPROVEMENTS & RESERVE					
94 CAPITAL IMPROVEMENTS	-	-	-	-	-
95 RESERVE STUDY	-	-	4,500	4,500	-
96 CAPITAL ASSET RESERVES	-	16,713	-	-	-
97 RESERVE CONTRIBUTION	-	-	29,775	29,775	-
98 TOTAL RESERVES	-	16,713	34,275	34,275	-
99					
100 TOTAL EXPENDITURES	783,107	902,714	890,545	935,456	44,910
101					
102 EXCESS OF REVENUE OVER (UNDER) EXPEND.	128,926	(9,398)	-	-	(0)
103					
104 FUND BALANCE - BEGINNING	2,024,969	2,153,895	2,153,895	2,144,498	(9,398)
105 NET CHANGE IN FUND BALANCE	128,926	(9,398)	-	-	-
106 DECREASE FOR FUND BALANCE FORWARD	-	-	-	-	-
107 FUND BALANCE - ENDING - PROJECTED	\$ 2,153,895	\$ 2,144,498	\$ 2,153,895	\$ 2,144,498	\$ (9,398)

**PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
CONTRACT SUMMARY**

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
ADMINISTRATIVE:			
BOARD OF SUPERVISORS PAYROLL	BOARD OF SUPERVISORS	\$12,000	PER MEETING, 5 BOARD MEMBERS @ 200 EACH - note that the board has been operating with 4 board members for some time now without any urgent need to fill the remaining vacancy
PAYROLL TAXES, BOS	FICA & FUTA	\$919	PAYROLL TAXED AT 7.65% (Board Of Supervisors)
PAYROLL SERVICES-BOS	ENGAGED PEO	\$650	APPROXIMATES \$50 PER PAY PERIOD & YE PROCESSING OF \$50
MANAGEMENT CONSULTING SERVICES	VESTA	\$48,195	FY26 budget had a 2% increase
OFFICE SUPPLIES	VARIOUS	\$1,000	ESTIMATED - BASED ON YTD FY26 ACTUALS
BANK FEES	BANK UNITED	\$200	AMOUNT IS FOR MISC ITEMS SUCH AS PRINTED CHECKS OR ANY RETURNED DEPOSITS
MISCELLANEOUS:			
MAILING	VARIOUS	\$550	this line was \$516 at end of FY 2025 - Increase due to actuals
SCHOOL SPONSORSHIPS	VARIOUS	\$250	ESTIMATED - FY 2025 sponsorship was at \$250, reflected in September financials
OTHER MISCELLANEOUS	VARIOUS	\$500	ESTIMATED - \$568 (227%) FY25 actuals, \$484 (194%) YTD - Increased based on actuals
AUDITING	DMHB	\$4,150	Contractual Annual Rate Increase - FY25 Audit \$4050 - FY26 Audit \$4150 - FY27 Audit \$4300 - FY28 Audit \$4400
REGULATORY AND PERMIT FEES	FLORIDA DEPARTMENT OF ECONOMIC OPPORTUN	\$175	STATUTORILY FIXED
LEGAL ADVERTISEMENTS	BUSINESS OBSERVER	\$700	ESTIMATED; AS PUBLIC HEARINGS, AN YEARLY MEETING SCHEDULE - currently at 85% YTD and public hearing ads haven't gone out yet, but this may be because election notices were not accounted for in this estimate which would be applicable for FY27
ENGINEERING SERVICES	STANTEC CONSULTING	\$5,000	Rate schedule as of January 1 2026 is included on Page 12 of agreement in budget planning folder. \$195/hr project manager, \$160/hr engineer, 3% annual rate increase
LEGAL SERVICES	STRALEY & ROBIN	\$7,500	ESTIMATED; \$140-225 PER HOUR
TECHNOLOGY SERVICES AND WEBSITE ADMINISTRATION	CAMPUS SUITES	\$1,650	CAMPUS SUITE - \$900 INCLUDES WEBSITE COMPLIANCE & REMEDIATION OF 750 DOCUMENTS, VESTA REMEDIATION MITIGATION IS \$500 ANNUALLY. BUDGETED \$250 FOR ANY UNKNOWN REMEDIATION - Line item ran \$4305 at end of FY25, and billed \$1515 at start of Fiscal Year 2026 - may need to look at breakdown for 10/07/25 invoice
TOTAL ADMINISTRATIVE		\$83,439	
INSURANCE	EGIS	\$49,020	Charisse \$49,020 FY26 Rates - FY25 actuals were \$47,203, ytd \$48,657 (billed october 2025)
TOTAL INSURANCE		\$49,020	
DEBT SERVICE ADMINISTRATION			
DISCLOSURE REPORT	PRAEGER SEALY	\$1,000	PER PRAGER AGREEMENT. DISCLOSURE REPORT IS DONE APRIL OF EACH YEAR
ARBITRAGE REBATE	LLS TAX SOLUTIONS	\$650	CONTACTED LLS TAX SOLUTIONS TO CONFIRM
TRUSTEE FEES	US BANK	\$3,950	Trustee letter dated February 10, 2026, mentions fee amount increasing from \$3750 to \$3950. \$2020 charged YTD. Oddly FY26 budget had \$4,041
TOTAL DEBT SERVICE ADMINISTRATION		\$5,600	
UTILITIES			
UTILITIES - ELECTRICITY	TAMPA ELECTRIC COMPANY (TECO)	\$180,200	FY25 actuals were \$146,717. \$170,000 budgeted for FY26, 3/26 Shirley email says 2-10% increase from TECO depending on usage levels. We're about on target for the 170k amount but I think usage tends to be lower in the winter? So let's say a 6% increase - \$170,000 + 6% = 180,200

**PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
CONTRACT SUMMARY**

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
UTILITIES - WATER	HILLSBOROUGH COUNTRY	\$21,952	BASED ON ACTUAL EXPENDITURES FROM CURRENT fy Sept-Feb at \$1742/month = \$20906 estimate. Plus Shirley email 5% approved increase from Hillsborough for next year = \$21951.30
UTILITIES - SOLID WASTE DISPOSAL	REPUBLIC SERVICES	\$3,619	*Subject to County Fines/Fees ESTIMATED Based on FY25 Actuals YTD - \$310.60/mth
IMPACT FEE ASSESSMENT	BOARD OF COUNTY COMMISSIONERS	\$650	
TOTAL UTILITIES		\$206,421	
PHYSICAL ENVIRONMENT			
LAKE & POND MAINTENANCE	LAKE SOLITUDE	\$24,851	FIXED RATE OF \$1,747 MONTHLY - INCREASE OF 3% IN FY2026
LAKE MAINTENANCE - OTHER	LAKE SOLITUDE	\$2,000	ESTIMATED; NON-ROUTINE SERVICES NOT ANTICIPATED UNDER AGREEMENT WITH AQUATIC SYSTEMS SUCH AS POND BANK EROSION.
ENTRY & WALLS MAINTENANCE	RIVERVIEW PRESSURE WASHING	\$2,500	ESTIMATED AS NEEDED FOR ITEMS LIKE PRESSURE WASHING. \$1515/WASH - NO SIDEWALKS IN FY27
LANDSCAPE MAINTENANCE - CONTRACT	LANDSCAPE MAINTNENCE PROFESSIONALS	\$187,746	Based on a 5% speculation of increaser per David - FY25 \$178,806 = 5% increase of \$8,940 = \$187,746
LANDSCAPE MAINTENANCE - CONSULTING	OLM INC.	\$15,876	PURSUANT TO FY 2018 AMENDMENT AGREEMENT, CONTRACT AUTO RENEWS AT \$1,260 PER MONTH - ANTICIPATE A 5% INCREASE FOR FY27 AT \$1323
LANDSCAPE REPLACEMENT	LANDSCAPE MAINTENANCE PROFESSIONALS	\$46,321	Based on a 5% speculation of increaser per David - FY25 \$44,116 = %5 increase \$2,205 = \$46,321
TREE MAINTENANCE/REMOVAL	LANDSCAPE MAINTENANCE PROFESSIONALS	\$25,000	ESTIMATED
OTHER LANDSCAPE MISCELLANEOUS		\$0	
IRRIGATION MAINTENANCE	LANDSCAPE MAINTENANCE PROFESSIONALS	\$8,000	Based on a 5% speculation of increaser per David - FY25 \$8,000 = %5 increase \$400 = \$8,400
IRRIGATION USAGE REPORTING		\$0	
DECORATIVE LIGHT MAINTENANCE	VARIOUS SERVICES	\$0	COMBINING Decorative Light Maintenance
PEST CONTROL	NVIROTECT PEST CONTROL	\$960	\$80 PER MONTH + EXTRA SERVICE
INFRASTRUCTURE MAINTENANCE & REPAIRS		\$0	COMBINING INFRASTRUCTURE MAIN & REPAIRS W/PHYS ENV.
PHYSICAL ENVIRONMENT CONTINGENCY	VARIOUS	\$21,000	COMBINING INFRASTRUCTURE MAIN & REPAIRS W/PHYS ENV.
TOTAL PHYSICAL ENVIRONMENT		\$334,254	
PARKS AND RECREATION			
COMMUNICATIONS	SPECTRUM	\$2,820	FY26 \$160 per month plus GM Cell Phone \$75/mth
CLUBHOUSE MANAGER	CDD ON-SITE STAFFING	\$82,950	PAYROLL Onsite GM plus annual increase of 3%
CLUBHOUSE STAFF TAXES - FICA	DECISION HR	\$6,161	7.65% OF TOTAL PAYROLL
CLUBHOUSE UNEMPLOYMENT INSURANCE	DECISION HR	\$1,200	Unused for FY25 and YTD, but I don't know what this would be adjusted to if anything
CLUBHOUSE STAFF WORKMENS COMP	DECISION HR	\$1,250	APPROXIMATES \$48 PER PAYROLL, ASSUMES 26 PAYROLLS - \$3713 (297%) for FY25 actuals, currently running at \$923 (74%) YTD
CLUBHOUSE STAFF PAYROLL PROCESSING FEES	DECISION HR	\$4,456	APPROXIMATES BASED on FY26 Actuals, ASSUMES 26 PAYROLLS
CLUBHOUSE FACILITY - INTERIOR FURNISHINGS	VARIOUS	\$0	

**PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
CONTRACT SUMMARY**

FINANCIAL STATEMENT CATEGORY	VENDOR	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
CLUBHOUSE FACILITY MAINTENANCE	SUZANNA KIMBALL-CLEANING SERVICE	\$15,000	WEEKLY FIXED TREND OF \$125, PLUS ADDITIONAL FOR MISC LIKE PRESSURE WASHING & GROUT CLEANING - \$45309 for FY25 actuals with a \$27375 bill for September 2025??? Cannot locate in check register
POOL MAINTENANCE - CONTRACT	ZEBRA CLEANING	\$25,200	Based on YTD Actuals
POOL MAINTENANCE - OTHER		\$10,535	ESTIMATED; NON-ROUTINE SERVICES SUCH AS FILTER GRIDS WHICH WERE \$1,700 IN APRIL 2016 - \$10535 for FY25 actuals, \$6087 YTD. Both above budgeted amounts
POOL PERMIT	HILLSBOROUGH COUNTY HEALTH DEPT.	\$275	PERMIT REQUIRED FOR POOL \$275 PER YEAR
AMENITIES STAFF	DECISION HR	\$25,000	8 MONTHS AT 150 HOURS EA. (1,200 HOURS), AS NEEDED SUMMER & SPRING PAYRATE IS \$13-15/HOUR. - went unused for FY25 actuals
CLUBHOUSE SUPPLIES	VARIOUS	\$2,500	ESTIMATED
PARK FACILITY MAINTENANCE	VARIOUS	\$8,000	ESTIMATED AS NEEDED MAINTENANCE OF PARKS - \$12261 FY25 actuals, \$4,677 YTD. Both in excess of respective budgeted amounts ...FY27 to accommodate fy26 actual trend
SPECIAL EVENTS	VARIOUS	\$25,000	ESTIMATED; VARIOUS ENTERTAINMENT VENDORS AS NEEDED
DECORATIVE HOLIDAY LIGHTING		\$5,100	BASED ON PRIOR YEAR EXPERIENCE - COMBINING Decorative Light Maintenance
OTHER AMENITY CENTER REPAIRS & MAINTENANCE	VARIOUS	\$7,000	AS NEEDED - \$6210 FY25 actuals, \$4140 YTD
OTHER PARK AND RECREATION	VARIOUS	\$0	AS NEEDED
TOTAL PARKS AND RECREATION		\$222,447	
CAPITAL IMPROVEMENTS & RESERVE			
CAPITAL IMPROVEMENTS		\$0	Necessary for aging community. Apply funds per board/Monica's direction at meeting.
RESERVE STUDY		\$4,500	Reserve Study to be performed in FY26 - tennis courts were classed to this for some reason FY26
RESERVE CONTRIBUTION		\$29,775	
TOTAL CAPITAL IMPROCEMENTS & RESERVE		\$34,275	

**PANTHER TRACE I CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
ASSESSMENT ALLOCATION**

NET OPERATIONS & MAINTENANCE (O&M) BUDGET	\$832,655.55
COLLECTION COSTS	\$17,716.08
EARLY PAYMENT DISCOUNT	\$35,432.15
GROSS O&M ASSESSMENT	\$885,803.77

LOT TYPE	UNITS ASSESSED	
	O&M	SERIES 2020 DEBT SERVICE ⁽¹⁾
Single Family 40'	195	195
Single Family 50'	353	353
Single Family 60'	99	99
Single Family 70'	104	104
	751	751

ALLOCATION OF O&M ASSESSMENT				
ERU FACTOR	TOTAL ERU's	ERU %	TOTAL O&M ASSESSMENT	O&M PER LOT
1.00	195.0	20.2%	\$178,672.60	\$916.27
1.25	441.3	45.6%	\$404,304.02	\$1,145.34
1.50	148.5	15.4%	\$136,066.06	\$1,374.40
1.75	182.0	18.8%	\$166,761.09	\$1,603.47
	966.8	100.0%	\$885,803.77	

LOT TYPE	PER UNIT ANNUAL ASSESSMENT		
	O&M	SERIES 2020 DEBT SERVICE ⁽²⁾	FY 2027 TOTAL PER LOT ⁽³⁾
Single Family 40'	\$916.27	\$310.28	\$1,226.55
Single Family 50'	\$1,145.34	\$387.85	\$1,533.19
Single Family 60'	\$1,374.40	\$465.42	\$1,839.83
Single Family 70'	\$1,603.47	\$542.99	\$2,146.46

FY 2026 PER LOT	VARIANCE FY26 - FY27	VARIANCE PER MONTH
\$1,177.13	\$49.42	\$4.12
\$1,471.41	\$61.78	\$5.15
\$1,765.70	\$74.13	\$6.18
\$2,059.98	\$86.49	\$7.21

⁽¹⁾ Reflects the total number of lots with Series 2020 debt outstanding.

⁽²⁾ Annual debt service assessments per unit adopted in connection with the Series 20120 bond issuance. Includes principal, interest, County collection costs and early payment discounts.

⁽³⁾ Annual assessments that will appear on the November, 2026 County property tax bill.

EXHIBIT 6

RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2026/2027; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Panther Trace Community Development District (“**District**”) prior to June 15, 2026, a proposed operation and maintenance budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE DISTRICT:

- 1. Proposed Budget Approved.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.
- 2. Setting a Public Hearing.** The public hearing on said Proposed Budget is hereby declared and set for Tuesday, _____, ___, 2026 at 6:00pm at Panther Trace Clubhouse located at 12515 Bramfield Drive, Riverview, Florida 33579.
- 3. Transmittal of Proposed Budget to Local General Purpose Government.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.
- 4. Posting of Proposed Budget.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.
- 5. Publication of Notice.** Notice of this public hearing shall be published in the manner prescribed by Florida law.
- 6. Effective Date.** This Resolution shall take effect immediately upon adoption.

Passed and Adopted on April 28, 2026.

Attest:

**Panther Trace Community
Development District**

Print Name: _____
Secretary/Assistant Secretary

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

Exhibit A: Proposed Budget for Fiscal Year 2026/2027

EXHIBIT 7

April 28, 2026
Panther Trace CDD – Phase I
Facilities Director Report

Aquatics

- Aquatics reports are available to Supervisors upon request.
 - The pool vendor continues to perform routine weekly maintenance in accordance with the contract, including water quality testing, chemical balancing, and equipment inspections. We have rectified all requirements from our recent Health Department Inspection.
-

Landscape

- The March inspection reports and corresponding grade sheets are included in this month's agenda packet for review.
 - Overall landscape conditions remain stable; however, routine maintenance and seasonal adjustments continue as needed.
 - One proposal from LMP is included to be ratified. Repairs were needed to stop a leak at the pump on the field. It was determined to be extremely urgent as the current drought levels persist.
-

Clubhouse / Pool / Playground

- Staff continues pool monitoring to accommodate increased resident usage and to help maintain a safe and orderly environment.
 - The clubhouse and playground areas continue to be maintained and inspected regularly, with no major issues to report at this time.
 - Proposals are incoming to complete pressure washing of the pool deck and furniture to ensure the facilities remain clean and presentable heading into peak season.
-

Events

Staff continues to coordinate and prepare for upcoming events to encourage resident engagement and community participation.

- **May 3 & 22 TTRPG Club**

EXHIBIT 8

PANTHER TRACE CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5	-1.5	Soft edges
WEED CONTROL – TURF AREAS	10	-3.5	Broadleaf on sports field
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		Palm fert
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10		
CLEANLINESS	10	-5	Weekly removal, dedicated leaf mat removal
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

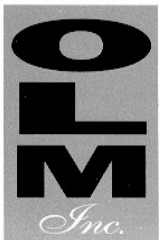
B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

Date: 3-17-26 Score: 93.5% *Performance Payment™ %* 100

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____





PANTHER TRACE CDD

LANDSCAPE INSPECTION

March 17, 2026

ATTENDING:

MONICA VITALE – PANTHER TRACE CDD

DAVE MANFRIN – LMP

PAUL WOODS – OLM, INC.

SCORE: 93.5%

**NEXT INSPECTION
APRIL 14, 2026 AT 1:00 PM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

1. Clubhouse: Continue removing leaf drop from turf and mulch beds.
2. Clubhouse: I recommend stagger pruning Croton near the playground entrance to the pool, reducing as much as 50% to flush new and compact form.
3. Huntington roundabout: Remove Spanish Moss, downward growth, and weak attachments from right-of-way Oak trees.
4. Panther Trace Blvd median island between Huntington and US 301: Control disease in turf.
5. US 301 and Panther Trace Blvd intersection: Remove the baffle from the storm water inlet and remove sand and debris accumulation now that construction project is complete.
6. Southwest corner of Greystone: Prune back wood line overgrowth on the inside of the US 301 berm.
7. Stratford: Control disease in turf along the inbound right-of-way and berm front. Repair failed turf under warranty on the berm to the west of the Passage Place entrance.
8. **Remove leaf accumulations at the Ferncroft entrance and at the Golden Raintree island at the east end of the parkway.**
9. Remove Oak leaf accumulations from storm water inlets.
10. Following the leaf out on Golden Raintrees, determine any dieback and use pole saw or power pruners prune dead wood up to 15 feet.
11. Remove Oak leaf accumulations from cul-de-sac park.
12. Sports field: Control Spurge and other broadleaf weeds in turf.

CATEGORY III: IMPROVEMENTS – PRICING

1. Provide a price to remove declining Pine trees in the Greystone frontage berm and in the

median island between the canal and the Greystone entrance.

2. Berkshire frontage to the east of Adventure Drive: Provide a price to sod full sun embankments, confirming adequate irrigation coverage.

CATEGORY IV: NOTES TO OWNER

1. Vicinity of Ferncroft: Deep shade has reduced viability of plant material. No turf is able to be grown. I recommend reviewing contractor's proposal to elevate and thin canopies to maximize light penetration during the summer months. The orientation of the east/west berm results in deep shade for most of the winter. Then discussions on successful replanting can occur.

CATEGORY V: NOTES TO CONTRACTOR

NONE

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