PANTHER TRACE I
COMMUNITY DEVELOPMENT DISTRICT

Agenda Package
Regular Meeting

Tuesday
November 24, 2026
6:00 p.m.

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

Note: The Agenda 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

250 International Parkway, Suite 208
Lake Mary, FL 32746
321-263-0132

Board of Supervisors
Panther Trace I Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Panther Trace I Community Development District is scheduled for **Tuesday, November 24, 2026, at 6:00 p.m.** at the **Panther Trace I Clubhouse**, located at **12515 Bramfield Drive, Riverview, FL 33579**.

An 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 me at (321) 263-0132 X-398 or bjeskewich@vestapropertyservices.com. We look forward to seeing you at the meeting.

Sincerely,

Barry Jeskewich

Barry Jeskewich
District Manager

Cc: Attorney
Engineer
Clubhouse Manager
District Records

Panther Trace I Community Development District

Board of Supervisors
Megan Jones, Chairman
Michael Staubitz, Vice Chairman
Dan O'Neill, Assistant Supervisor
Rich Magerl, Assistant Supervisor

Staff
Barry Jeskewich, District Manager
John Vericker, District Counsel
Amy Palmer, District Engineer
Monica Vitale, Facilities Director

Meeting Agenda
November 24, 2026, 6:00 p.m.

Call-in Number: +1 (904) 348-0776
Meeting ID: 766 858 449#

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Audience Comments –** *(limited to 3 minutes per individual for agenda items)*
4. **Consent Agenda**
   - A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on October 27, 2026 — Exhibit 1
   - B. Consideration for Acceptance – The October 2026 Unaudited Financial Statements — Exhibit 2
5. **Business Items**
   - A. Presentation and Consideration of Nvirotect Commercial Pest Control Services Agreement — Exhibit 3
   - B. Consideration of MHD Resident Wi-Fi System Replacement Proposal - $3,302.90 — Exhibit 4
6. **Staff Reports – Questions from Board Members Only**
   - A. District Counsel
   - B. District Engineer
   - C. Facilities Director
     - ➢ Facilities Director's Report — Exhibit 5
     - ➢ Landscaping Review — Exhibit 6
   - D. District Manager

7. **Supervisors' Requests**
8. **Audience Comments** *(limited to 3 minutes per individual for non-agenda items)*
9. **Next Meeting Quorum Check: January 26, 2027 at 6:00 p.m.**

Dan O'Neill	☐ IN PERSON	☐ REMOTE	☐ NO
[VACANT]	☐ IN PERSON	☐ REMOTE	☐ NO
Mike Staubitz	☐ IN PERSON	☐ REMOTE	☐ NO
Megan Jones	☐ IN PERSON	☐ REMOTE	☐ NO
Rich Magerl	☐ IN PERSON	☐ REMOTE	☐ NO

10. **Adjournment**

EXHIBIT 1

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MINUTES OF MEETING

PANTHER TRACE I

COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Panther Trace I Community Development District was held on October 27, 2026 at 6:05 p.m. at Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, Florida 33579.

FIRST ORDER OF BUSINESS – Roll Call

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

Present and constituting a quorum were:

Megan Jones	Board Supervisor, Chairwoman
Michael Staubitz	Board Supervisor, Vice Chairman
Dan O'Neill	Board Supervisor, Assistant Secretary
Richard Magerl	Board Supervisor, Assistant Secretary

Also present were:

Barry Jeskewich	District Manager, Vesta District Services

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

SECOND ORDER OF BUSINESS – Pledge of Allegiance

Ms. Jones led all present in the Pledge of Allegiance.

THIRD ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 1: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on September 22, 2026

> On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved the Minutes of the Board of Supervisors Regular Meeting Held on September 22, 2026, for the Panther Trace I Community Development District.

B. Exhibit 2: Consideration for Acceptance – The September 2026 Unaudited Financial Statements

> On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board accepted the September 2026 Unaudited Financial Statements, as presented, for the Panther Trace I Community Development District.

FIFTH ORDER OF BUSINESS – Business Items

A. Exhibit 3: Consideration of LMP Proposals

- #422941 – Irrigation Repairs - $2,229.07

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On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #422941 for Irrigation Repairs, in the amount of $2,229.07, for the Panther Trace I Community Development District.

- #423084 – Removal of Palm from Resident Yard/Property Line - $630.00

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #423084 for the removal of a palm from the property line by residential property, in the amount of $630.00, for the Panther Trace I Community Development District.

- #421002 – Annual Aeration of Sports Field - $2,205.00

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #421002 for the annual aeration of the sports field, in the amount of $2,205.00, for the Panther Trace I Community Development District.

- #421020 – Annual Over-seeding of Sports Field - $2,895.24

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #421020 for the annual sports field over-seeding, in the amount of $2,895.24, for the Panther Trace I Community Development District.

- #423112 – Removal of 7 Dead Pines - $7,525.00

Mr. Jeskewich explained that these pines were located by new construction and land clearing. The Board requested that crews ensure the removal of the stumps.

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #423112 for the removal of 7 dead pines, in the amount of $7,525.00, for the Panther Trace I Community Development District.

- #423086 – Removal of 3 Dead Washingtonian Palms by North Front Entry Monument - $3,450.00

On a MOTION by Mr. O'Neill, SECONDED by Mr. Magerl, WITH ALL IN FAVOR, the Board approved LMP Proposal #423086 for the Removal of 3 Dead Washingtonian Palms by the North Front Entry Monument, in the amount of $3,450.00, for the Panther Trace I Community Development District.

SIXTH ORDER OF BUSINESS – Staff Reports – Questions From Board Members Only

A. District Counsel

B. District Engineer

- Exhibit 4: Panther Trace Boulevard Study Report

The District Engineer was not in attendance to present the report. Mr. Jeskewich explained that Panther Trace II had requested for a study to be performed as part of a broader interest in roadway resurfacing, but no action was needed at this time from Panther Trace I.

C. Facilities Director

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- Exhibit 5: Facilities Director's Report

  Ms. Vitale was not present to provide the report. Ms. Jones noted positive comments from her regarding the new pool bed, as well as upcoming plans for holiday events.

- Exhibit 6: Landscaping Review

D. District Manager

SEVENTH ORDER OF BUSINESS – Supervisors Requests

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS – Audience Comments *(limited to 3 minutes per individual for non-agenda items)*

There being none, the next item followed.

NINTH ORDER OF BUSINESS – Next Meeting Quorum Check: November 24, 2026 at 6:00 p.m.

All Board members present stated that they planned on attending the next meeting in person, which would constitute a quorum.

TENTH 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 6:25 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	**Signature**
Printed Name	**Printed Name**
Title: □ Secretary □ Assistant Secretary	**Title: □ Chairman □ Vice Chairman**

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EXHIBIT 2

Return to Agenda

Panther Trace

Community Development District

Financial Statements

(Unaudited)

October 31, 2026



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Panther Trace CDD
Balance Sheet
October 31, 2026

		General Fund	Debt Service 2020	TOTAL
1	**ASSETS**			
2	Operating Account - NEW	$ 151,005	$ -	$ 151,005
3	Cash - Debit Card	-	-	-
4	Money Market Account - BU	1,870,924	-	1,870,924
5	Trust Accounts:	-	-	-
6	Revenue Fund	-	81,201	81,201
7	Sinking Fund	-	-	-
8	Interest Fund	-	-	-
9	Accounts Receivable	-	-	-
10	Assessments Receivable On Roll	787,746	279,699	1,067,445
11	Due From GF	-	2,147	2,147
12	Undeposited Funds	-	-	-
13	Prepaid	125	-	125
14	Deposits	16,628	-	16,628
15	**TOTAL ASSETS**	**$ 2,826,427**	**$ 363,048**	**$ 3,189,475**
16	**LIABILITIES**			
17	Accounts Payable	$ 13,170	$ -	$ 13,170
18	Security Deposits	-	-	-
19	Accrued Expenses	-	-	-
20	Deferred Revenue On Roll	787,746	279,699	1,067,445
21	Due To Debt Service	2,147	-	2,147
22	**TOTAL LIABILITIES**	**803,063**	**279,699**	**1,082,762**
23	**FUND BALANCE**			
24	Nonspendable			
25	Prepaid & Deposits	16,753	-	16,753
26	Capital Reserves	73,000	-	73,000
27	Operating Capital	233,864	-	233,864
28	Unassigned	1,699,748	83,348	1,783,096
29	**TOTAL FUND BALANCE**	**2,023,364**	**83,348**	**2,106,713**
30	**TOTAL LIABILITIES & FUND BALANCE**	**$ 2,826,427**	**$ 363,048**	**$ 3,189,475**

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

		FY 2027 Adopted Budget	FY 2027 Month of October	FY 2027 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1	**REVENUES**					
2	Special Assessments	$ 787,746	$ -	$ -	$ (787,746)	0%
3	Interest Revenue	100,000	5,555	5,555	(94,445)	6%
4	Miscellaneous Revenue	300	-	-	(300)	0%
5	Clubhouse Rentals	2,500	250	250	(2,250)	10%
6	Fund Balance Forward	44,910	-	-	(44,910)	0%
7	**TOTAL REVENUES**	**$ 935,456**	**$ 5,805**	**$ 5,805**	**$ (929,651)**	**1%**
8	**EXPENDITURES**					
9	**GENERAL ADMINISTRATIVE**					
10	Board Of Supervisors Payroll	$ 12,000	$ -	$ -	$ (12,000)	0%
11	Payroll Taxes - Board Of Supervisors	919	-	-	(919)	0%
12	Payroll Services - Board Of Supervisors	650	-	-	(650)	0%
13	Management Consulting Services	48,195	5,016	5,016	(43,179)	10%
14	Office Supplies	1,000	57	57	(943)	6%
15	Bank Fees	200	-	-	(200)	0%
16	Miscellaneous Admin					
17	Mailing	550	-	-	(550)	0%
18	School Sponsorship	250	-	-	(250)	0%
19	Other Miscellaneous	500	-	-	(500)	0%
20	Auditing	4,150	-	-	(4,150)	0%
21	Regulatory And Permit Fees	175	-	-	(175)	0%
22	Legal Advertisements	700	-	-	(700)	0%
23	Engineering Services	5,000	-	-	(5,000)	0%
24	Legal Services	7,500	-	-	(7,500)	0%
25	Technology Services And Website Admin.	1,650	1,647	1,647	(3)	100%
26	**TOTAL FINANCIAL & ADMINISTRATIVE**	**83,439**	**6,720**	**6,720**	**(76,719)**	**8%**
27	**INSURANCE**					
28	Insurance	49,020	44,656	44,656	(4,364)	91%
29	**TOTAL INSURANCE**	**49,020**	**44,656**	**44,656**	**(4,364)**	**91%**
30	**DEBT SERVICE ADMINISTRATION**					
31	Disclosure Report	1,000	-	-	(1,000)	0%
32	Arbitrage Rebate	650	-	-	(650)	0%
33	Trustee Fees	3,950	2,128	2,128	(1,822)	54%
34	**TOTAL DEBT SERVICE ADMINISTRATION**	**5,600**	**2,128**	**2,128**	**(3,472)**	**38%**
35	**UTILITIES**					
36	Utilities - Electricity	180,200	-	-	(180,200)	0%
37	Utilities - Water	21,952	1,118	1,118	(20,834)	5%
38	Utilities - Solid Waste Disposal	3,619	429	429	(3,190)	12%
39	Impact Fee Assessment	650	-	-	(650)	0%
40	**TOTAL UTILITIES**	**206,421**	**1,547**	**1,547**	**(204,874)**	**1%**
41	**PHYSICAL ENVIRONMENT**					
42	Lake & Pond Maintenance	24,851	2,025	2,025	(22,826)	8%
43	Lake & Pond Maintenance - Other	2,000	-	-	(2,000)	0%
44	Entry & Walls Maintenance	2,500	-	-	(2,500)	0%
45	Landscape Maintenance - Contract	187,746	14,900	14,900	(172,846)	8%
46	Landscape Maintenance - Consulting	15,876	1,260	1,260	(14,616)	8%
47	Landscape Replacement	46,321	8,185	8,185	(38,136)	18%
48	Tree Maintenance/Removal	25,000	-	-	(25,000)	0%

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		FY 2027 Adopted Budget	FY 2027 Month of October	FY 2027 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
49	Irrigation Maintenance	8,000	-	-	(8,000)	0%
50	Pest Control	960	96	96	(864)	10%
51	Physical Environment Contingency	21,000	1,733	1,733	(19,268)	8%
52	**TOTAL PHYSICAL ENVIRONMENT**	**334,254**	**28,199**	**28,199**	**(306,055)**	**8%**
53	**PARKS AND RECREATION**					
54	Communications	2,820	186	186	(2,634)	7%
55	Clubhouse Staff	82,950	9,059	9,059	(73,891)	11%
56	Clubhouse Staff Taxes	6,161	788	788	(5,373)	13%
57	Unemployment Insurance	1,200	-	-	(1,200)	0%
58	Clubhouse Workmens Comp Insurance	1,250	283	283	(967)	23%
59	Clubhouse Staff Payroll Fees	4,456	524	524	(3,932)	12%
60	Clubhouse Facility Maintenance	15,000	750	750	(14,250)	5%
61	Pool Maintenance - Contract	25,200	-	-	(25,200)	0%
62	Pool Maintenance - Other	10,535	-	-	(10,535)	0%
63	Pool Permit	275	-	-	(275)	0%
64	Amenities Staff	25,000	-	-	(25,000)	0%
65	Clubhouse Supplies	2,500	-	-	(2,500)	0%
66	Park Facility Maintenance	8,000	-	-	(8,000)	0%
67	Special Events	25,000	7,439	7,439	(17,561)	30%
68	Decorative Holiday Lighting	5,100	-	-	(5,100)	0%
69	Other Amenity Center R&M	7,000	-	-	(7,000)	0%
70	**TOTAL PARKS AND RECREATION**	**222,447**	**19,030**	**19,030**	**(203,417)**	**9%**

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		FY 2027 Adopted Budget	FY 2027 Month of October	FY 2027 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
71	**CAPITAL RESERVES**					
72	Reserve Study	4,500	-	-	(4,500)	0%
73	Reserve Contribution	29,775	-	-	(29,775)	0%
74	**TOTAL CAPITAL RESERVES**	**34,275**	**-**	**-**	**(34,275)**	**0%**
75	**TOTAL EXPENDITURES**	**935,457**	**102,281**	**102,281**	**(833,174)**	**11%**
76	**REVENUES OVER (UNDER) EXPENDITURES**	**$ (1)**	**$ (96,476)**	**$ (96,476)**	**$ (96,475)**	
77	**OTHER FINANCING SOURCES & USES**					
78	Transfers In	-	-	-	-	
79	Transfers Out	-	-	-	-	
80	**TOTAL OTHER FINANCING SOURCES & USES**	-	-	-	**-**	
81	**NET CHANGE IN FUND BALANCE**	(1)	(96,476)	(96,476)	(96,475)	
82	Fund Balance - Beginning	1,988,220		2,119,841	131,621	
83	Increase In Reserves For Renewal	-		-	-	
84	Decrease For Fund Balance Forward	-		-	-	
85	**FUND BALANCE - ENDING - PROJECTED**	**$ 1,988,219**		**$ 2,023,364**	**$ 35,145**	
86	**FUND BALANCE ANALYSIS**					
87	NONSPENDABLE					
88	PREPAID & DEPOSITS	16,753		16,753		
89	CAPITAL RESERVES	73,000		73,000		
90	OPERATING CAPITAL	233,864		233,864		
91	UNASSIGNED	1,664,602		1,699,748		
92	**TOTAL FUND BALANCE**	**$ 1,988,219**		**$ 2,023,364**		

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

		FY 2027 Adopted Budget	FY 2027 Actual Year-to-Date	VARIANCE Over (Under) to Budget
1	**REVENUES**			
2	Special Assessments - On Roll (Net)	$ 279,699	$ -	$ (279,699)
3	Interest Revenue	-	214	214
4	Misc. Revenue	-	-	-
5	**TOTAL REVENUES**	**279,699**	**214**	**(279,485)**
6	**EXPENDITURES**			
7	Interest Expense			
8	May 1, 2027	27,847	-	27,847
9	November 1, 2027	24,236	-	24,236
10	Principal Retirement			
11	May 1, 2026	225,000	-	225,000
12	**TOTAL EXPENDITURES**	**277,082**	**-**	**(277,082)**
13	**REVENUES OVER (UNDER) EXPENDITURES**	**2,617**	**214**	**(2,403)**
14	**OTHER FINANCING SOURCES & USES**			
15	Transfers In	-	-	-
16	Transfers Out	-	-	-
17	**TOTAL OTHER FINANCING SOURCES & USES**	**-**	**-**	**-**
18	**NET CHANGE IN FUND BALANCE**	**2,617**	**214**	**(2,403)**
19	Fund Balance - Beginning		83,134	83,134
20	**FUND BALANCE - ENDING - PROJECTED**	**$ 2,617**	**$ 83,348**	**$ 80,731**

** financed by prior year revenues*

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Panther Trace CDD
Check Register - FY2027

Date	Number	Name	Memo	Deposits	Payments	Balance
09/30/2026		**Beginning of Year**				**69,834.38**
10/01/2026	01ACH100126	BANK UNITED VISA CC			281.21	69,553.17
10/01/2026	3393	Egis Insurance & Risk Advisors	Insurance FY Policy# 100126584 10/01/26-10/01/27		44,656.00	24,897.17
10/02/2026	100226PR1	Decision HR	PR 10/2/26		5,525.54	19,371.63
10/05/2026			Funds Transfer	200,000.00		219,371.63
10/05/2026	120246	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 420064 (Reference: #414295 - Chinese Fan Palm Medians.)		5,800.00	213,571.63
10/05/2026	120247	Clean Day	Invoice: 100526 (Reference: Cleaning Service 10/08/26..)		125.00	213,446.63
10/05/2026	120248	AquaPRO Pool Solutions LLC	Invoice: 1788 (Reference: Commercial Pool Cleaning- Pool Over 50K gallon Treatment.)		2,700.00	210,746.63
10/06/2026	120249	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 420654 (Reference: #368134 - Panther Trace CDD 2025/2026 Landscape Maintenance Renewal ...		16,370.69	194,375.94
10/06/2026	120250	WAGNER EVENTS	Invoice: 1741 (Reference: face painting and balloon twisting service 11/7/26.)		1,500.00	192,875.94
10/06/2026	120251	Farm To You Revue, LLC	Invoice: 260711-2 (Reference: FINAL- Fall Festival 11-7-2026.)		1,250.00	191,625.94
10/06/2026	120252	Solitude Lake Management	Invoice: PSI304616 (Reference: Annual Maintenance Oct26.)		2,025.25	189,600.69
10/06/2026	120253	TAMPA BOUNCE LLC	Invoice: 874 (Reference: FINAL-Fall Festival 11-7-2026.)		3,250.64	186,350.05
10/08/2026	01ACH100826	REPUBLIC SERVICES	Trash P/U - OCT 2026		331.61	186,018.44
10/09/2026	120254	Clean Day	Invoice: 101226 (Reference: Cleaning Service 10/15/26..)		125.00	185,893.44
10/13/2026	120255	Vesta District Services	Invoice: 435438 (Reference: District Management Services Oct26.)		4,057.92	181,835.52
10/14/2026	120256	Vesta District Services	Invoice: 435271 (Reference: Billable Expenses -Sep 2026.)		18.58	181,816.94
10/14/2026	120257	Dirty South Pressure Washing	Invoice: 093026 (Reference: Deposit Clubhouse Christmas lights.)		2,700.00	179,116.94
10/15/2026	01ACH101526	Spectrum Business	Phones & Internet 12515 Bramfield Dr 09.26.26- 10.25.26		185.44	178,931.50
10/16/2026	101626PR1	Decision HR	PR 10/16/26		5,198.92	173,732.58
10/19/2026	120258	Clean Day	Invoice: 101926 (Reference: Cleaning Service 10/22/26.)		125.00	173,607.58
10/19/2026	120259	Riverview Pressure Cleaning	Invoice: 2408 (Reference: Clubhouse Gutter Cleaning.)		250.00	173,357.58
10/20/2026	120260	Clean Day	Invoice: 110226 (Reference: Thursday 11/05/2026.)		125.00	173,232.58
10/21/2026			Deposit	250.00		173,482.58
10/22/2026	01ACH102226	TECO	Summary Bill 08.15.26- 09.15.26		13,103.46	160,379.12
10/22/2026	02ACH102226	BOCC	12515 Bramfield Dr 08.27.26- 09.29.26		1,361.96	159,017.16
10/23/2026	120261	STRALEY ROBIN VERICKER	Invoice: 29119 (Reference: Professional Services Rendered Through September 30, 2026.)		113.50	158,903.66
10/23/2026	120262	LANDSCAPE MAINTENANCE PROFESSIONALS, INC.	Invoice: 423487 (Reference: #417878 - Ditch B Cleaning.)		1,732.50	157,171.16
10/26/2026	120263	Clean Day	Invoice: 102626 (Reference: Cleaning Service 10/29/26..)		125.00	157,046.16
10/28/2026	120264	Megan Jones	Invoice: 04 (Reference: Concessions, games and support staff for Fall Festival.)		600.00	156,446.16
10/30/2026	103026PR1	Decision HR	PR 10/30/26		5,456.18	150,989.98
10/30/2026			Interest	15.26		151,005.24
10/31/2026		**End of Month**		**200,265.26 #**	**119,094.40**	**151,005.24**

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EXHIBIT 3

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NVIROTECT
PEST CONTROL SERVICES

Commercial Pest Control Service Agreement
16210 North Florida Avenue - Lutz, FL 33549
www.nvirotect.com - 813.968.7031

Date: 11/11/2026

Service Location

Name: Panther Trace CDD
Address: 12515 Bramfield Dr.
City: Riverview State: FL Zip: 33579
Phone: 813-671-8023 Cell:
Office Complex:
Contact Person: Monica
Email: monicavitalecam@gmail.com,skyelee@vestapropertyser

Billing Information

Name: DPFG - Panther Trace CDD
Address: EMAIL INVOICES
City: State: Zip:
Phone: Cell:
Contact Person:
Email: dpfginvoices@payableslockbox.com

Standard Green Pest Control Service

Standard Programs

General Commercial	☐	Restaurant	☐	Food and Beverage Production	☐
Retail Centers	☐	Banking	☐	Home Owners Association	☑
Office Space	☐	Healthcare	☐	Childcare Facility	☐
Industrial/Warehouse	☐	Lodging	☐	Other	☐

Standard Program Notes

Monthly recurring perimeter treatment including a sweep for spider webs, mud daubers, and wasp nests along with exterior rodent control and interior service to common spaces. Includes free service calls for in scope pests in between services as needed.

Linear Feet: 290 **Square Feet:** 5,000
Service Frequency: Monthly
Standard Program Price $ 96.00 **Per Service**
Standard Program Price $ 1,152.00 **Annually**

Standard Service: NVIROTECT's Standard Green Pest Control Service is in effect for a period of one (1) year. NVIROTECT's Standard Green Pest Control Service includes ants (excluding crazy ants), cockroaches (excluding German cockroaches), spiders, silverfish, millipedes, crickets, paper wasps, and mud daubers. NVIROTECT'S Standard Green Pest Control Service will also remove spider webs, paper wasps and mud daubers from the eaves of the structure up to a height of 15 feet.

Additional Services

Program	Service Price	Program	Service Price
Tawny Crazy Ant Treatment	$	Drain Fly Service	$
Cockroach Elimination Program	$	Fruit Fly Elimination	$
Stinging Insect Elimination	$	Occasional Invader	$
Bed Bug Elimination	$	Other	$

Notes:

Equipment Information

Description	Quantity/Type	Price Per Unit	Equipment Install Price
Rodent Bait Stations	5	$ Included/$28 replace fee	$ Included
Tin Cats		$	$
Illuminated Light Traps (ILT)		$	$
Pheremone Monitoring Stations		$	$
Other		$	$

Total Equipment Installation Price $ Included

I am an authorized representative of Panther Trace CDD. I have read and agree to all terms and conditions set forth on the back of this service agreement.

Date	Customer/Customer's Agent Print Name	Signature
11/11/2026	Judy Lanson	Judy Lanson Digitally signed by Judy Lanson Date: 2026.11.11 16:02:30 -05'00'
Date	Nvirotect Representative Print Name	Signature

Internal Use Only
Rt _____ Wk _____ D _____ Source _____ Initial Service Date _____ Time _____

Return to Agenda

TERMS ON BACK

P-CSA 6/17 JL

GENERAL TERMS AND CONDITIONS

NVIROTECT AND CUSTOMER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

1. SERVICE PERFORMANCE: Due to the nature of Florida's climate, the nature of its pests, the nature of CUSTOMER's business and the available insecticides, total eradication of the serviced pests may not be possible. CUSTOMER understands that NVIROTECT is not guaranteeing that the serviced pests will be completely eradicated or that CUSTOMER will not see another serviced pest, rather, NVIROTECT will use its best efforts to control the serviced pest and that such effort constitutes full performance under the terms of this Agreement.

2. SPECIFIC EXCLUSIONS: CUSTOMER agrees that this Agreement does not cover and NVIROTECT shall not be responsible or liable for any of the following:

a. Any Pest not selected for service under NVIROTECT's Standard Green Pest Control Service or Additional Services, and, in any event, wood-destroying organisms and mold are not serviced under this Agreement;
b. Any and all damages or expenses of any nature for any claim for personal injury or property damage of any nature arising from biting or stinging pests, such as spiders, bees, wasps, scorpions, etc…;
c. Any and all damages or expenses of any nature for any claim for personal injury or property damage (to include content damage, including, but not limited to linens, draperies, upholstery, furniture or mattresses) asserted by CUSTOMER, CUSTOMER's guests, invitees or licensees resulting from Bed Bug (*Cimexlectularius Linnaeus)* bites or exposure to conditions associated with Bed Bug infestations. CUSTOMER further agrees to defend, indemnify and hold NVIROTECT harmless for any personal injury or property damage claims associated with Bed Bugs on the premises or within or adjacent to the serviced area(s);
d. Any and all damages or expenses of any nature for any claim for personal injury or property damage of any nature arising from CUSTOMER's failure to follow NVIROTECT's pre or post service protocols;
e. Personal injury, property or nuisance damage arising from CUSTOMER, Guest. Invitee or licensee's contact with any serviced pest (to include their fecal matter, urine or debris) at the Service Location or Structure(s) service;
f. Damages caused by NVIROTECT to trees, shrubs, flowers, sprinkler systems or portions of Structure(s) that interfere with the completion of the service selected;
g. Any odors, smell, scent or damage associated with the death and/or decay of any pest, when such death and/or decay occurs in inaccessible areas, including but not limited to attics, crawl spaces, behind walls and under flooring;
h. Injury or death to animals or pets that come into contact with any pesticide or device deployed in conjunction with any service provided under this Agreement;
I. Express or Implied Service or Treatment Guarantees or Warranties – No service or treatment provided under the terms of this Agreement is guaranteed or warranted. Moreover, no agents or employees of NVIROTECT are authorized to extend such terms to CUSTOMER; and
j. With the exception of prevailing party fees awarded as a result of any collection action addressed in Paragraph 11 below, Attorney's fees of any kind, including those provided by any statute (including a Proposals for Settlement and Load Star Multiplier) and any state or federal rule of procedure.

3. AUTOMATIC RENEWAL/NO EARLY AGREEMENT TERMINATION: This Agreement shall automatically renew annually for a one (1) year term, unless either party provides notice to the other of its intent to terminate this Agreement via certified mail not less than thirty (30) days before the end of the then current term. Due to the time and effort expended by NVIROTECT during its initial treatment and inspection, CUSTOMER acknowledges that an early termination of this Agreement would lead to an inequitable result for NVIROTECT; therefore, CUSTOMER agrees that CUSTOMER shall not cancel this Agreement, unless there is a total failure of performance under this Agreement. If CUSTOMER believes that a failure of this nature has occurred, CUSTOMER shall provide NVIROTECT with a written notice demanding performance. NVIROTECT shall have five (5) days from the date it receives CUSTOMER's notice to provide the necessary service required under this Agreement before CUSTOMER may claim that NVIROTECT failed to perform or breached this Agreement.

4. CUSTOMER'S RESPONSIBILITY TO CORRECT CONDITIONS CONDUCIVE TO PEST INFESTATIONS: NVIROTECT will notify CUSTOMER of the need to correct or eliminate certain identified conditions in or around the Service Location that are conducive to an infestation by a serviced pest. CUSTOMER acknowledges that NVIROTECT cannot control the serviced pest while the identified conducive condition exists; consequently, NVIROTECT is not responsible for any infestation by a serviced pest that occurs while an identified conducive condition exists and CUSTOMER shall not attribute such infestation to a lack of performance on the part of NVIROTECT.

5. ADDITIONAL FACT SHEETS, PROTOCOLS AND INFORMATION:
Due to the difficulty in controlling various pests serviced under this Agreement, additional Fact Sheets, Protocols and other related service requirement information may be provided to CUSTOMER at the time this Agreement is executed. Such Fact Sheets, Protocols and service requirement information shall be incorporated into and deemed a requirement of this Agreement.

6. ACCESS TO SERVICE AREA(S): CUSTOMER agrees to provide full access to the premises and designated Service Area(s) at the scheduled time of service. In the event of an internal service, this includes all machinery, preparation areas, lockers, closets, furniture, drawers, safes, or other concealed areas. In the event that NVIROTECT is denied access to the designated service areas, NVIROTECT will not inspect or provide treatment and will not have any obligation or responsibility for any inaccessible areas; notwithstanding, an additional service fee may be accessed against CUSTOMER if NVIROTECT is required to return to the premises to complete its inspection, treatment or other service. CUSTOMER agrees to keep all occupants of the premises advised of the date, time and access necessary for NVIROTECT's services and treatments. An occupant's failure to allow NVIROTECT access to designated Service Area(s) shall be deemed CUSTOMER's failure to provide access under this provision.

7. SERVICE COMPONENTS: During the course of NVIROTECT's service under this Agreement, NVIROTECT may install and/or affix to the Service Location, structure(s) and/or surrounding property various components and devices that may assist in controlling the pests selected for service. CUSTOMER has no possessory rights to any of these components or devices, except for a right of use while this Agreement is in effect. All such components or devices are and remain the property of NVIROTECT. Notwithstanding, CUSTOMER is responsible for the costs associated with the replacement of any such component or device following installation, so long as NVIROTECT does not cause the loss or destruction of the component or device. Following the expiration or a termination of this Agreement, CUSTOMER agrees to provide NVIROTECT with access to the Structure(s) and/or property upon which the Structure(s) is located in order to retrieve any and all such component and devices.

8. CHEMICAL SENSITIVITY: If CUSTOMER believes, or other occupants (including guests, invitees and licensees) at the Service Location believe, that he or she may be sensitive to chemicals, CUSTOMER must immediately notify NVIROTECT in writing and in advance of NVIROTECT's service, including whether CUSTOMER or occupants have consulted with a medical doctor regarding such sensitivity. NVIROTECT reserves the right, upon receipt of such notification, to deny or terminate service. Failure to provide this notification represents CUSTOMER and occupants' assumption of the risk and waiver of any claims against NVIROTECT in connection with such sensitivity. CUSTOMER further agrees to indemnify, protect and hold harmless NVIROTECT from any and all chemical sensitivity claims, causes, actions, judgments, costs, attorney's fees, expenses and losses of every kind and character, whether direct or indirect, brought by CUSTOMER or other occupants (including guests, invitees and licensees) to the Service Location, if CUSTOMER fails to provide the above written notice.

9. ARBITRATION VENUE, DAMAGE EXCLUSION and TIME: With the exception of the collection of unpaid invoice balances and balance due and owed under this Agreement, CUSTOMER and NVIROTECT agree that any and all other controversies or claims between them, their principals, agents, representatives, successors, or assigns, arising in any way out of, or relating to, this Agreement, to include the Service Location, personal injury or property damage shall be settled solely and exclusively by binding arbitration. Such arbitration shall be conducted in Hillsborough County, Florida, utilizing the substantive law of Florida governing the issue or claim in dispute and in accordance with the Voluntary Binding Arbitration provisions of Section 44.104, Florida Statutes. The arbitrator shall be independent, mutually agreed upon and to the greatest extent possible, knowledgeable in pest control. The decision of the arbitrator shall be a final and binding resolution of the dispute, which may be entered as a judgment by any court of competent jurisdiction. The Arbitrator shall not have the authority to award exemplary, treble, liquidated or punitive damages regardless whether they are available under federal or state law or at common law. Neither party shall sue the other where the basis of the suit is or arises out of this Agreement, other than for (1) enforcement of the arbitrator's decision, or (2) appointment of an arbitrator if one cannot be mutually agreed upon. The parties specifically agree that the sole and exclusive venue of any suit shall be Hillsborough County, Florida. **All costs, expenses, and fees of arbitration and settling a controversy shall be borne equally by the parties.** This arbitration provision shall survive cancellation, expiration, or termination of this Agreement. In any event, any and all claims must be brought within one (1) year of the act or omission on the part of NVIROTECT that gave rise to CUSTOMER's claim.

10. LIMITATION ON LIABILITY: In the event that any Specific Exclusion in Paragraph 2 to these Terms and Conditions does not apply for any reason, NVIROTECT's liability for any claim whatsoever, even for NVIROTECT's own negligence or breach of this Agreement, is limited to the return of the Standard Service Price indicated on the front of this Agreement. In addition, this Agreement is not intended to benefit any person or entity other than the named CUSTOMER.

11. TERMINATION, NONPAYMENT, COLLECTION FEES and COSTS: NVIROTECT's responsibilities, duties, obligations and any liabilities under this Agreement shall be terminated and NVIROTECT will be excused from the performance of any obligations under this Agreement should 1) CUSTOMER allow another Pest Control Operator to inspect or treat the subject premises during any term hereof, 2) CUSTOMER utilizes any home remedy products, "do-it-yourself" products, over-the-counter products, or any chemicals or pesticides to eradicate termites, rodents, roaches, ants, spiders, beetles or other insects, 3) NVIROTECT is prevented or delayed from fulfilling any of its duties, obligations or responsibilities under the terms of this Agreement by reasons or circumstances beyond its control or refusal or interference by the CUSTOMER to provide NVIROTECT with access to Structure(s) for purpose of treatment or carrying out the terms and conditions of the Agreement or CUSTOMER fails to pay any amount due and owed under the terms of this Agreement. In the event a collection service is utilized or legal action becomes necessary to recover any and all unpaid balances, CUSTOMER will be responsible to pay all costs associated with said collection, including attorney's fees. In the event of an early termination, NVIROTECT shall be entitled to collect its lost profits from the date of the early termination through the remainder of the term of the Agreement.

12. CHANGE IN LAW: This Agreement shall be interpreted, regulated and adjudicated in accordance with applicable federal, state, and local laws and regulations in existence at the time of execution of this Agreement. Should any federal, state, or local law or regulation change regarding NVIROTECT's service(s), products or materials, NVIROTECT is authorized to take any action necessary to comply such changes in the law. Any modifications or revision to this Agreement pursuant to changes in statutes or regulations does not constitute a termination of this Agreement. However, if NVIROTECT cannot modify its Agreement, treatments or services to comply with such change in the law, then NVIROTECT reserves the right to immediately terminate this Agreement.

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EXHIBIT 4

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PANTHER TRACE
COMMUNITY DEVELOPMENT DISTRICT

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

To: Board of Supervisors
From: Monica Vitale
Date: November 24, 2026
Re: Resident Wi-Fi Replacement

Dear Board Members,

Please see the attached proposal for replacing the current resident Wi-Fi system, which is no longer functioning.

The proposal includes all equipment and services necessary to establish permanent Wi-Fi access. The total cost is **$3,302.90**.

Once the new system is installed, we will also be able to eliminate a portion of our current Spectrum service, resulting in an estimated monthly savings of approximately **$20.00**.

Please let me know if you have any questions.

Thank you,

Monica Vitale, LCAM
Facilities Director

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We have prepared a quote for you

Wifi Upgrade

Quote # Q007862 Version 1

Prepared for:

Panther Trace CDD

Return to Agenda

P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

Tuesday, November 10, 2026

Panther Trace CDD
Monica Vitale
12515 Bramfield Dr
Riverview, FL 33569
monicavitalecam@gmail.com

Dear Monica,

We appreciate the opportunity to provide you with a solution! Unparalleled quality and customer service is the foundation of our business and the focus of our teams.

MHD Communications takes pride in our solution-oriented business by offering a total technology solution for your business. Our offerings extend to IT Managed Services, Network Security, Audio Visual, Access Control, Surveillance, Security, Phone Systems, Low Voltage Cabling and Fiber Services. Should you ever need a solution in one of these areas, please do not hesitate to reach out. We at MHD Communications want to make your business just that much more successful and we are looking forward to assisting you in doing so very soon!

Thank you for taking the time to review my proposal. It has been my pleasure to provide you with a solution for your technology needs. If I can answer any additional questions or provide you with more details please give me a call.

Best Regards,

Sales Engineer
JC
MHD Communications

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P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

ABOUT MHD COMMUNICATIONS

Established in 2003, MHD Communications specializes in providing high-quality total technology solutions for small and medium sized businesses. Our commitment to excellence and providing impeccable customer service is what sets apart from our competitors and our exponential growth over the last few decades has secured us as one of Tampa Bay's premier technology providers, keeping pace with the rapid changes in the technology world. Our highly trained local staff provides around-the-clock top-notch service that you can depend upon for years to come. Fully licensed, bonded and insured, MHD Communications exists to provide the highly responsive technology support system to clients who require a superior level of quality and reliability.



















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P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

HARDWARE

Product Details	Qty
10G Cloud Gateway with 100+ UniFi device / 1,000+ client support and 3.5 Gbps IPS routing	1
Unifi Five-year extended coverage	1
Ubiquiti U7 Pro Tri Band Wi-Fi 7 IEEE 802.11a/b/g/n/ac/ax/be/k/r/v 5.80 Gbit/s Wireless Access Point - Outdoor - Yes - 2.40 GHz, 5 GHz, 6 GHz - 1 x Internal Antenna(s) - Internal - MIMO Technology - Multi User MIMO - 1 x Network (RJ-45) - 2.5 Gigabit Ethe	1
Unifi Five-year extended coverage	1
Ubiquiti U7 Pro Tri Band Wi-Fi 7 IEEE 802.11 a/b/g/n/ac/ax/be 9.30 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz, 6 GHz - MIMO Technology - 1 x Network (RJ-45) - 2.5 Gigabit Ethernet - 21 W - Wall Mountable, Ceiling Mountable 	1
Unifi Five-year extended coverage	1
8-port 2.5 GbE PoE++ switch with a 10 GbE RJ45/SFP+ combination uplink port 	1
Unifi Five-year extended coverage	1
Connectors, Mounting Hardware, Conduit etc.	1
Freight	1

Subtotal: **$1,937.90**

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P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

SCOPE OF WORK

Procure and Install (1) Unifi UDM Pro

- Setup system to dhcp from ISP modem

Procure and Install (1) Outdoor AP

- Replace existing unit

- Connect to network

Procure and Install (1) indoor AP

- If existing is in suitable location, replace; If need be, install in Monica's office for maximum connection

- Connect to network

Procure and Install (1) network switch

- Connect switch to UDM and to APs

Netops to configure UDM Pro and APs

- Need to have separate office and guest SSIDs

Once setup customer's second ISP circuit can be cancelled

APs do not guarantee total building coverage; A wifi scan would be required to determine how many APs would be needed to provide total coverage

MSP contract to monitor network health and stability available by request

It is assumed that all existing cabling is in working order

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PAYMENT OPTIONS

CASH CONTRACT
Deposit: Due within five business days of signed proposal. Parts will not be ordered and project will not be scheduled until deposit is received in full.
Parts: 80%
Labor: 50%

Remaining Balance: Due within five business days of completion.

Progress Billing: For projects that last more than 30 days, MHD Communications reserves the right to send a monthly progress bill for labor that has been completed.

MHD Communications accepts cash, check and all major credit cards. A link to pay with a credit card will be provided with the invoice for the deposit.

FINANCE CONTRACT
MHD Communications offers 36 month, 48 moth and 60 month options for financing.
If you are interested in financing your project, please request financing options from your sales engineer.

ACCEPTANCE OF CONTRACT

The undersigned hereby agrees to purchase the above equipment in accordance with the terms and conditions stated on this agreement. Until accepted and signed by an officer of seller at its principal office, this agreement shall not become effective and shall not constitute a binding contract. Pricing included on this proposal is valid for fifteen days from initial presentation.

Return to Agenda

P: 813-948-0202 E: jc.colton@mhdit.com W: www.MHDcommunications.com

Wifi Upgrade



Prepared by:
MHD Communications
Sales Engineer
813-948-0202 ext 8818
Fax 813-699-5001
jc.colton@mhdit.com

Prepared for:
Panther Trace CDD
12515 Bramfield Dr
Riverview, FL 33569
Monica Vitale
(321) 263-0132
monicavitalecam@gmail.com

Quote Information:
Quote #: Q007862
Version: 1
Delivery Date: 11/10/2026
Expiration Date: 12/08/2026

Quote Summary

Description	Amount
HARDWARE	$1,937.90
SERVICES	$1,365.00
Total:	**$3,302.90**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

MHD Communications

Signature: _____

Name: JC Colton

Title: JC

Date: 11/10/2026

Panther Trace CDD

Signature: _____

Name: Monica Vitale

Date: _____

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EXHIBIT 5

Return to Agenda

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

Aquatics

- **Aquatics reports are available to Supervisors upon request.**
- **The heat pumps are functioning well**

Landscape

- **The October inspection reports and corresponding grade sheets are included in this month's agenda packet for review.**
- **The field aeration has been completed.**
- **The overseeding is scheduled for November 30th**
- **We will no longer have David as our account manager.**
- **Our new account manager is Paula, I have met with her and she is ready to take on our property.**

Clubhouse / Pool / Playground

- **The clubhouse and playground areas continue to be maintained and inspected regularly, with no major issues to report at this time.**
- **Playground mulch is scheduled to be installed November 19th**

Events

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

- **November 20th Adult Craft Night Decorate 2027 Planners or Journals**
- **December 5th Holiday Party 5pm-8pm**

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EXHIBIT 6

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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	-10	Sports grassy and broad
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		November
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10	-2.5	Tree elevation
CLEANLINESS	10		
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		3

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

Date: 10-20-26 Score: 91.5 % *Performance Payment*™ % 100

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____

OLM, Inc. Phone: 770.420.0900 Fax: 770.420.0904 www.olminc.com

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PANTHER TRACE CDD

LANDSCAPE INSPECTION
October 20, 2026

ATTENDING:
MONICA VITALE – PANTHER TRACE
DAVE MANFRIN – JUNIPER LANDSCAPING
ALEX FIGUEROA – JUNIPER LANDSCAPING
PAUL WOODS – OLM, INC.

SCORE: 91.5%

NEXT INSPECTION
NOVEMBER 17, 2026 AT 12:30 PM

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

1. Clubhouse: Elevate Ligustrum Privet near the pool shower for pedestrian clearance.

2. Clubhouse: Rejuvenate prune Arboricola Trinette at the west end of the pool seating area by 50%, allowing the plants to reflush and maintain a compact form.

3. Clubhouse: Reduce Viburnum suspensum around the perimeter of the playground so it finishes off below the top rail of the chain link fence.

4. Panther Trace Blvd near the elementary school: Haystack prune Purple Fountain Grass once bloom cycle is complete, maintaining sidewalk and roadway clearance.

5. Adventure Drive pocket park: Remove dead and declining Oleander and Ligustrum between the gazebo and the fence line.

6. Remove unapproved commercial or political signs along right of ways when found.

7. Panther Trace Blvd: Ground prune declining Juniper along the westbound right of way.

8. Target prune low branches to contract limits, particularly adjacent to street lights.

9. Contractor is reminded that pedestrian clearance is 8 to 10 feet and vehicle clearance is 15 feet. Prune appropriately.

10. Huntington frontage: Control crack weeds along Miami curbs.

11. US-301 entrance median island: Avoid buffing soft lines with line trimmers. Maintain a vertical metal blade edger only appearance.

12. US-301 entrance median island: Ground prune storm damaged Ligustrum.

13. Greystone: I recommend pencil pruning Crape Myrtles along the frontage berm.

14. Greystone: Buff out crack weeds along curb lines and asphalt cracks along Standbridge Drive right of way.

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15. Panther Trace Blvd across from Greystone: Target prune and elevate lowest branches in Sycamore trees.

16. Sports field: Control broadleaf weeds in turf.

17. Sports field: Monitor height of cut, incrementally reducing Bermuda turf prior to winter Ryegrass overseeding.

18. Sports field parking lots: Target prune downward growth prior to the fall festival.

CATEGORY III: IMPROVEMENTS – PRICING

1. Front of clubhouse: Provide updated proposal to replace damaged St. Augustine.

2. Clubhouse: Provide a price to supplement pool side planters.

3. US-301 frontage: Provide a price to install Bahia sod to enclose the unused beds south of the hospital.

4. US-301 entrance: Provide a price to remove dead Washingtonia Palms at the exit side monument.

CATEGORY IV: NOTES TO OWNER

1. I recommend reviewing contractor's proposal for dead tree removal.

2. I recommend reviewing contractor's proposal for arbor care. Targeted tree limb removal and pruning can improve light penetration to the Panther Trace Blvd eastbound right of way.

CATEGORY V: NOTES TO CONTRACTOR

1. Identify electrical panel access for Christmas lighting at the well adjacent to the hospital.

2. Sports field: Coordinate all turf herbicide services in conjunction with the November 7 field event and the December 1 winter Ryegrass overseeding.

cc: MonicaVitaleCam@gmail.com
scott.carlson@juniperlandscaping.com
Garth.rinard@juniperlandscaping.com
ar@juniperlandscaping.com
davidmanfrin@juniperlandscaping.com
jim.jordan@juniperlandscaping.com

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