

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

***Advanced Meeting Package***

***Board of Supervisors  
Regular Meeting***

***Tuesday  
May 25, 2021  
7:30 p.m.***

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

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

# Panther Trace I Community Development District

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DPFG Management & Consulting, LLC  
1020 E. Brandon Blvd., Suite 207, Brandon, Florida 33511  
Phone: 321-263-0132 x747

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 **May 25, 2021 at 7:30 p.m.** at the **Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, Florida.**

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

**Call-in Number: (929) 205-6099**

**Meeting ID: 832 4328 4717**

**Passcode: 314878**

**Link:** <https://us02web.zoom.us/j/83243284717?pwd=UkprajhoS2w4QzRRSTJjV1ROOFYxQT09>

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

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

Sincerely,

Raymond J. Lotito  
District Manager

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

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

Date of Meeting: Tuesday, May 25, 2021

Time: 7:30 PM

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

### *Agenda*

#### **I. Roll Call**

#### **II. Pledge of Allegiance**

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

#### **IV. Administration Items**

- |  |           |
|--|-----------|
| A. Consideration and Approval of Minutes of the April 27, 2021 Meeting                     | Exhibit 1 |
| B. Acceptance of the April 2021 Financial Statements                                       | Exhibit 2 |
| C. Presentation of Hillsborough County Number of Qualified Electors – F.S. 190.006 – 1,694 | Exhibit 3 |

#### **V. Business Matters**

- |   |           |
|---|-----------|
| A. Presentation of Proposed FY 2022 Budget  | Exhibit 4 |
| B. Consideration & Adoption of <b>Resolution 2021-02</b> , Adopting Proposed FY 2022 Budget & Setting Public Hearing          | Exhibit 5 |
| C. Consideration of Precision Sidewalk Safety Trip Hazard Repairs at Clubhouse and Recreation Area - \$6,716.00 to \$7,186.00 | Exhibit 6 |
| D. Consideration of LineWorks Engineering Parking Lot TECO Lighting Upfront CIAC Cost - \$4,752.10                            | Exhibit 7 |

**VI. Old Business Matters**

**VII. Staff Reports**

A. District Manager

B. District Counsel

C. District Engineer

D. Facilities Director

1. Facilities Director's Report May 2021 Exhibit 8

2. Review of the OLM Inspection Report, Grade Sheet and LMP  
Weekly Summary Report Exhibit 9

3. Update to Office Supply Line Item Exhibit 10

**VIII. Supervisors Requests**

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

**X. 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, April 27, 2021 at 7:33 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, Chairwoman          |
| 11 Michael Staubitz | Board Supervisor, Vice Chairman       |
| 12 Dan O'Neill      | Board Supervisor, Assistant Secretary |

13 Also present were:

|                   |  |
|-------------------|--|
| 14 Raymond Lotito | District Manager, DPGF Management & Consulting |
| 15 Monica Vitale  | Facilities Director                            |
| 16 Dustin Hunt    | OnSpot Dermatology                             |

17 *The following is a summary of the discussions and actions taken at the April 27, 2021 Panther Trace I CDD*  
18 *Board of Supervisors Regular Meeting.*

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

20 Mr. Hunt gave an overview of OnSpot Dermatology's services. The Board expressed support for a  
21 trial run, and directed Ms. Vitale to work with Mr. Hunt in determining a date for the upcoming  
22 month.

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

24 A. Exhibit 1: Consideration and Approval of Minutes of the March 23, 2021 Meeting

25 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board approved  
26 the Minutes of the Board of Supervisors Regular Meeting held on March 23, 2021, for the Panther Trace I  
27 Community Development District.

28 B. Exhibit 2: Acceptance of the March 2021 Unaudited Financial Statements

29 Mr. Lotito stated that the District was running unfavorably in the office supplies line item and was  
30 approaching the budgeted amount for lake and pond maintenance. Mr. Lotito noted that the full  
31 budget was still running in an excess of revenue of over \$300,000.00. Ms. Vitale stated that she  
32 would investigate what was being billed under office supplies.

33 On a MOTION by Mr. O'Neill, SECONDED by Mr. Staubitz, WITH ALL IN FAVOR, the Board accepted  
34 the March 2021 Unaudited Financial Statements, as presented, for the Panther Trace I Community  
35 Development District.

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

37 There being none, the next item followed.

**FIFTH ORDER OF BUSINESS – Staff Reports****A. District Manager**

Mr. Lotito stated that budget season for the next fiscal year was upcoming, and encouraged the Board to discuss whether they had any projects in mind, and if they wished to keep the budget flat.

Ms. Jones stated that she would like to keep a relatively flat budget as with previous years. Ms. Jones commented on the need for seasonal staff to cover the pool for the summer, which Ms. Vitale acknowledged would be in place. Ms. Vitale noted that she was looking into potentially bringing back security for the courts, and expressed concerns that most security companies were only offering 8-hour shifts. Discussion ensued, with members of the Board observing that they had not noticed any significant security issues. Ms. Jones additionally requested for Mr. Lotito to look into the aquatic maintenance expenditures, as she believed that the contractor was on a fixed rate.

Mr. O'Neill suggested that the District could look into some form of capital improvement to keep the community modern and competitive with amenities at neighboring communities. Mr. O'Neill added that he felt cautious about going too far beyond the current boundaries of the budget.

Mr. Staubitz stated that he was in favor of a flat budget, and suggested installing a picnic gathering area on the field near the parking lot, and other improvements that could have multi-use functions. Mr. Staubitz and the Board discussed a resident request for bathroom access following pool hours, and potentially installing additional restrooms.

**B. District Counsel**

There being none, the next item followed.

**C. District Engineer**

There being none, the next item followed.

**D. Facilities Director**

➤ Facilities Director's Report April 2021

➤ Review of the OLM Inspection Report, Grade Sheet, and LMP Weekly Summary Report

Ms. Vitale noted that a request had been received to refresh the "No Solicitation" signs by the Enclave monuments, and the Board requested for quotes.

Ms. Vitale noted that another request had been received from a resident who wished to install solar-powered motion-activated lighting on the gazebo in the Huntington park, following graffiti issues. Mr. Lotito advised that residents working on CDD property would need to sign waivers for purposes related to District liability in case of injury. Mr. O'Neill asked about responsibility if lights were to break, and Ms. Jones requested for the waiver to specifically indicate that the resident was responsible for their work.

Ms. Vitale asked whether the Board wished to revisit extending the pool hours for summer. Mr. O'Neill asked whether the pool would be staffed for these hours, which Ms. Vitale confirmed. The Board expressed support for extending pool hours to 7:30 p.m.

Ms. Vitale advised that she believed that the increased aquatics charges were related to a Huntington storm drain which had been repaired.

**SEVENTH ORDER OF BUSINESS – Supervisors Requests**

There being none, the next item followed.

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

79 There being none, the next item followed.

80 **NINTH ORDER OF BUSINESS – Adjournment**

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

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

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

88 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
89 **meeting held on \_\_\_\_\_.**

90

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

91 **Title:**    ☐ Secretary    ☐ Assistant Secretary

**Title:**    ☐ Chairman    ☐ Vice Chairman



# EXHIBIT 2

# **Panther Trace Community Development District**

**Financial Statements  
(Unaudited)**

**Period Ending  
April 30, 2021**

**Panther Trace CDD**  
**Balance Sheet**  
**April 30, 2021**

|  | <u>GENERAL<br/>FUND</u>    | <u>DS2020<br/>FUND</u>   | <u>CONSOLIDATED<br/>TOTAL</u> |
|--|----------------------------|--------------------------|-------------------------------|
| 1 <b><u>ASSETS:</u></b>                        |                            |                          |                               |
| 2  |                            |                          |                               |
| 3 CASH   | \$ 32,132                  | \$ -                     | \$ 32,132                     |
| 4 CASH - DEBIT CARD                            | 1,971                      | -                        | 1,971                         |
| 5  |                            |                          |                               |
| 6 INVESTMENTS:                                 |                            |                          |                               |
| 7 MONEY MARKET ACCOUNT - BU                    | 2,096,425                  | -                        | 2,096,425                     |
| 8 TRUST - REVENUE ACCT                         | -                          | 46,651                   | 46,651                        |
| 9 TRUST - RESERVE ACCT                         | -                          | -                        | -                             |
| 10 TRUST - SINKING FUND                        | -                          | 190,000                  | 190,000                       |
| 11 TRUST - INTEREST ACCT                       | -                          | 47,508                   | 47,508                        |
| 12 ACCOUNTS RECEIVABLE                         | -                          | -                        | -                             |
| 13 ON ROLL ASSESSMENTS RECEIVABLE - CY         | 6,797                      | 2,433                    | 9,229                         |
| 14 DUE FROM OTHER FUNDS                        | -                          | 7,697                    | 7,697                         |
| 15 PREPAID EXPENSES                            | 3,632                      | -                        | 3,632                         |
| 16 DEPOSITS                                    | 16,860                     | -                        | 16,860                        |
| 17 <b>TOTAL ASSETS</b>                         | <u><u>\$ 2,157,817</u></u> | <u><u>\$ 294,289</u></u> | <u><u>\$ 2,452,106</u></u>    |
| 18   |                            |                          |                               |
| 19   |                            |                          |                               |
| 20 <b><u>LIABILITIES:</u></b>                  |                            |                          |                               |
| 21   |                            |                          |                               |
| 22 ACCOUNTS PAYABLE                            | \$ 5,053                   | \$ -                     | \$ 5,053                      |
| 24 ACCRUED EXPENSES                            | -                          | -                        | -                             |
| 25 DEFERRED REVENUE (ON-ROLL)                  | 6,797                      | 2,433                    | 9,229                         |
| 26 DUE TO DS FUND                              | 7,697                      | -                        | 7,697                         |
| 27   |                            |                          |                               |
| 28 <b><u>FUND BALANCE:</u></b>                 |                            |                          |                               |
| 29   |                            |                          |                               |
| 30 NONSPENDABLE:                               |                            |                          |                               |
| 31 PREPAID AND DEPOSITS                        | 20,492                     | -                        | 20,492                        |
| 33 ASSIGNED: ONE QUARTER OPERATING CAPITAL     | 228,911                    | -                        | 228,911                       |
| 34 ASSIGNED: RENEWAL & REPLACEMENT             | 295,923                    | -                        | 295,923                       |
| 35 ASSIGNED: FY 2017 INC. IN RESERVES          | 115,806                    | -                        | 115,806                       |
| 36 ASSIGNED: FY 2018 INC. IN RESERVES          | 100,615                    | -                        | 100,615                       |
| 37 ASSIGNED: FY 2019 INC. IN RESERVES          | 70,900                     | -                        | 70,900                        |
| 38 ASSIGNED: FY 2020 INC. IN RESERVES          | 79,495                     | -                        | 79,495                        |
| 39 RESTRICTED:                                 |                            |                          |                               |
| 40 DEBT SERVICE                                | -                          | 291,856                  | 291,856                       |
| 41 UNASSIGNED                                  | 1,226,129                  | -                        | 1,226,129                     |
| 42 <b>TOTAL LIABILITIES &amp; FUND BALANCE</b> | <u><u>\$ 2,157,817</u></u> | <u><u>\$ 294,289</u></u> | <u><u>\$ 2,452,106</u></u>    |

**Panther Trace CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the Period From October 1, 2020 through April 30, 2021**

|   | <b>FY2021<br/>ADOPTED<br/>BUDGET</b> | <b>BUDGET<br/>YEAR-TO-DATE</b> | <b>ACTUAL<br/>YEAR-TO-DATE</b> | <b>VARIANCE<br/>FAVORABLE<br/>(UNFAVORABLE)</b> |
|---|--------------------------------------|--------------------------------|--------------------------------|---|
| <b>1 REVENUE</b>  |                                      |                                |                                |   |
| 2 SPECIAL ASSESSMENTS - ON ROLL (NET)                         | \$ 787,745                           | \$ 459,518                     | \$ 787,537                     | \$ 328,019                                      |
| 3 INTEREST REVENUE  | 2,000                                | 1,167                          | 1,280                          | 114   |
| 4 MISCELLANEOUS REVENUE (FIELD USE, ACCESS CARDS, ETC)        | 300                                  | 175                            | 170                            | (5)   |
| 5 CH SECURITY OFFICER FEE                                     | -                                    | -                              | -                              | -   |
| 6 CLUBHOUSE RENTALS   | 2,500                                | 1,458                          | 612                            | (847)   |
| 7 FUND BALANCE FORWARD  | 123,099                              | 71,808                         | -                              | (71,808)  |
| 8 <b>TOTAL REVENUE</b>  | <b>915,644</b>                       | <b>534,126</b>                 | <b>789,599</b>                 | <b>255,473</b>                                  |
| <b>9</b>  |                                      |                                |                                |   |
| <b>10 EXPENDITURES</b>  |                                      |                                |                                |   |
| 11 <b>FINANCIAL AND ADMINISTRATIVE:</b>                       |                                      |                                |                                |   |
| 12 BOARD OF SUPERVISORS SALARIES                              | 12,000                               | 7,000                          | 3,600                          | 3,400   |
| 13 PAYROLL TAXES (BOS STAFF)                                  | 919                                  | 536                            | 275                            | 261   |
| 14 PAYROLL SERVICE FEES                                       | 650                                  | 379                            | 247                            | 132   |
| 15 MANAGEMENT CONSULTING SERVICES                             | 45,000                               | 26,250                         | 26,250                         | -   |
| 16 SALES TAX  | -                                    | -                              | -                              | -   |
| 17 OFFICE SUPPLIES  | 500                                  | 292                            | 567                            | (275)   |
| 18 BANK FEES  | 200                                  | 117                            | 158                            | (41)  |
| 19 MISCELLANEOUS - (POSTAGE, COPIES, PHONE, ETC)              | -                                    | -                              | -                              | -   |
| 20 MAILING  | 50                                   | 29                             | 40                             | (11)  |
| 21 SCHOOL SPONSORSHIP   | 200                                  | 117                            | -                              | 117   |
| 22 OTHER MISCELLANEOUS  | 250                                  | 146                            | 600                            | (454)   |
| 23 AUDITING   | 3,450                                | 2,013                          | -                              | 2,013   |
| 24 REGULATORY AND PERMIT FEES                                 | 175                                  | 175                            | 175                            | -   |
| 25 LEGAL ADVERTISEMENTS                                       | 700                                  | 408                            | -                              | 408   |
| 26 ENGINEERING SERVICES                                       | 5,000                                | 2,917                          | -                              | 2,917   |
| 27 TECHNOLOGY SERVICES & WEBSITE ADMIN                        | 1,650                                | 1,650                          | 1,616                          | 34  |
| 28 LEGAL SERVICES   | 7,500                                | 4,375                          | 472                            | 3,904   |
| 29 <b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>                | <b>78,244</b>                        | <b>46,403</b>                  | <b>34,000</b>                  | <b>12,403</b>                                   |
| <b>30</b>   |                                      |                                |                                |   |
| 31 <b>INSURANCE:</b>  |                                      |                                |                                |   |
| 32 INSURANCE (PUBLIC OFFICIALS & PROPERTY & CASUALTY)         | 14,131                               | 14,131                         | 15,535                         | (1,404)   |
| 33 <b>TOTAL INSURANCE</b>                                     | <b>14,131</b>                        | <b>14,131</b>                  | <b>15,535</b>                  | <b>(1,404)</b>                                  |
| <b>34</b>   |                                      |                                |                                |   |
| 35 <b>DEBT SERVICE ADMINISTRATION:</b>                        |                                      |                                |                                |   |
| 36 DISCLOSURE REPORT  | 1,000                                | 583                            | -                              | 583   |
| 37 ARBITRAGE REBATE   | 650                                  | 379                            | 650                            | (271)   |
| 38 TRUSTEE FEES   | 4,041                                | 2,357                          | 2,166                          | 192   |
| 39 <b>TOTAL DEBT SERVICE ADMINISTRATION</b>                   | <b>5,691</b>                         | <b>3,320</b>                   | <b>2,816</b>                   | <b>504</b>                                      |
| <b>40</b>   |                                      |                                |                                |   |
| 41 <b>UTILITIES:</b>  |                                      |                                |                                |   |
| 42 UTILITIES - ELECTRICITY                                    | 123,600                              | 72,100                         | 54,167                         | 17,933  |
| 43 UTILITIES - WATER  | 12,000                               | 7,000                          | 7,805                          | (805)   |
| 44 UTILITIES - SOLID WASTE DISPOSAL                           | 2,720                                | 1,587                          | 701                            | 886   |
| 45 UTILITY IMPACT FEE   | 650                                  | 650                            | 625                            | 25  |
| 46 <b>TOTAL UTILITIES</b>                                     | <b>138,970</b>                       | <b>81,337</b>                  | <b>63,297</b>                  | <b>18,040</b>                                   |
| <b>47</b>   |                                      |                                |                                |   |
| 48 <b>SECURITY:</b>   |                                      |                                |                                |   |
| 49 SECURITY SYSTEM - CONTRACT                                 | 120                                  | 70                             | 84                             | (14)  |
| 50 SECURITY PATROL  | 25,000                               | 14,583                         | 4,123                          | 10,460  |
| 51 SECURITY MISCELLANEOUS EXPENSE (EQUIPMENT REPAIRS & MAINT) | 500                                  | 292                            | -                              | 292   |
| 52 <b>TOTAL SECURITY</b>                                      | <b>25,620</b>                        | <b>14,945</b>                  | <b>4,208</b>                   | <b>10,738</b>                                   |
| <b>53</b>   |                                      |                                |                                |   |

**Panther Trace CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the Period From October 1, 2020 through April 30, 2021**

|  | <b>FY2021<br/>ADOPTED<br/>BUDGET</b> | <b>BUDGET<br/>YEAR-TO-DATE</b> | <b>ACTUAL<br/>YEAR-TO-DATE</b> | <b>VARIANCE<br/>FAVORABLE<br/>(UNFAVORABLE)</b> |
|--|--------------------------------------|--------------------------------|--------------------------------|---|
| 54 <b>PHYSICAL ENVIRONMENT:</b>  |                                      |                                |                                |   |
| 55 LAKE & POND MAINTENANCE   | 20,964                               | 12,229                         | 12,229                         | -   |
| 56 LAKE & POND MAINTENANCE - OTHER   | 5,500                                | 3,208                          | 6,200                          | (2,992)   |
| 57 ENTRY & WALLS MAINTENANCE   | 7,500                                | 4,375                          | 2,675                          | 1,700   |
| 58 LANDSCAPE MAINTENANCE - CONTRACT  | 161,065                              | 93,955                         | 92,554                         | 1,401   |
| 59 LANDSCAPE CONSULTING (INSPECTION)   | 15,120                               | 8,820                          | 8,820                          | -   |
| 60 LANDSCAPE - MISCELLANEOUS   |                                      |                                |                                |   |
| 61 LANDSCAPE REPLACEMENT (PLANTS, SOD, MULCH, FERTILIZER)                            | 40,000                               | 23,333                         | 10,334                         | 13,000  |
| 62 TREE MAINTENANCE/REMOVAL  | 5,000                                | 2,917                          | 960                            | 1,957   |
| 63 OTHER LANDSCAPE MISCELLANEOUS   | 5,000                                | 2,917                          | 1,702                          | 1,215   |
| 64 IRRIGATION REPAIRS & MAINTENANCE  | 7,500                                | 4,375                          | 6,148                          | (1,773)   |
| 65 IRRIGATION USAGE REPORTING  | 2,400                                | 1,400                          | 1,000                          | 400   |
| 66 DECORATIVE LIGHT MAINTENANCE  | 1,200                                | 700                            | -                              | 700   |
| 67 PAVEMENT REPAIRS  | 1,000                                | 583                            | -                              | 583   |
| 68 PEST CONTROL  | 960                                  | 560                            | 560                            | -   |
| 69 FIELD CONTINGENCY   | 10,000                               | 5,833                          | 1,540                          | 4,293   |
| 70 <b>TOTAL PHYSICAL ENVIRONMENT</b>   | <b>283,209</b>                       | <b>165,205</b>                 | <b>144,722</b>                 | <b>20,484</b>                                   |
| 71   |                                      |                                |                                |   |
| 72 <b>PARKS AND RECREATION:</b>  |                                      |                                |                                |   |
| 73 COMMUNICATIONS (TEL, CELL, INT )  | 2,640                                | 1,540                          | 1,415                          | 125   |
| 74 CLUBHOUSE STAFF   | 70,103                               | 40,893                         | 43,068                         | (2,174)   |
| 75 CLUBHOUSE STAFF TAXES   | 5,363                                | 3,128                          | 3,365                          | (237)   |
| 76 UNEMPLOYMENT INSURANCE  | 1,200                                | 700                            | -                              | 700   |
| 77 CLUBHOUSE WORKMANS COMP INSURANCE   | 1,250                                | 729                            | 684                            | 45  |
| 78 CLUBHOUSE STAFF PAYROLL FEES  | 3,000                                | 1,750                          | 1,615                          | 135   |
| 79 CLUBHOUSE INTERIOR FURNISHINGS  | 1,500                                | 875                            | -                              | 875   |
| 80 CLUB FACILITY MAINTENANCE   | 18,000                               | 10,500                         | 10,083                         | 417   |
| 81 POOL MAINTENANCE - CONTRACT   | 11,200                               | 6,533                          | 5,350                          | 1,183   |
| 82 POOL MAINTENANCE - OTHER  | 6,000                                | 3,500                          | 2,687                          | 813   |
| 83 POOL PERMIT   | 275                                  | 160                            | -                              | 160   |
| 84 CLUBHOUSE SUPPLIES  | 2,500                                | 1,458                          | -                              | 1,458   |
| 85 PARK FACILITY MAINTENANCE   | 4,163                                | 2,428                          | -                              | 2,428   |
| 86 CAPITAL IMPROVEMENTS (INSTALL PLAY STRUCTURE)                                     | 135,000                              | 78,750                         | 128,894                        | (50,144)  |
| 87 SPECIAL EVENTS  | 25,000                               | 14,583                         | 13,384                         | 1,199   |
| 88 DECORATIVE LIGHT/HOLIDAY  | 2,000                                | 1,167                          | -                              | 1,167   |
| 89 MISCELLANEOUS   | -                                    | -                              | -                              | -   |
| 90 STORAGE   | 984                                  | 574                            | -                              | 574   |
| 91 SIGNS   | -                                    | -                              | -                              | -   |
| OTHER AMENITY CENTER REPAIRS & MAINTENANCE (PATIO<br>FURNITURE & CLUBHOUSE LIGHTING) | 6,600                                | 3,850                          | -                              | 3,850   |
| 92 <b>TOTAL PARKS AND RECREATION</b>   | <b>296,778</b>                       | <b>173,121</b>                 | <b>210,545</b>                 | <b>(37,425)</b>                                 |
| 93   |                                      |                                |                                |   |
| 94   |                                      |                                |                                |   |
| 95 <b>TOTAL EXPENDITURES BEFORE CAPITAL RESERVES</b>                                 | <b>842,644</b>                       | <b>498,462</b>                 | <b>475,122</b>                 | <b>23,341</b>                                   |
| 96   |                                      |                                |                                |   |
| 97 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES BEFORE CAPITAL RESERVES</b>        | <b>73,000</b>                        | <b>35,664</b>                  | <b>314,477</b>                 | <b>278,814</b>                                  |
| 98   |                                      |                                |                                |   |
| 99 <b>CAPITAL RESERVES:</b>  |                                      |                                |                                |   |
| 100 CAPITAL ASSET RESERVES   | 73,000                               | -                              | -                              | -   |
| 101 <b>TOTAL CAPITAL RESERVES</b>  | <b>73,000</b>                        | <b>-</b>                       | <b>-</b>                       | <b>-</b>  |
| 102  |                                      |                                |                                |   |
| 103 <b>TOTAL EXPENDITURES</b>  | <b>915,644</b>                       | <b>498,462</b>                 | <b>475,122</b>                 | <b>23,341</b>                                   |
| 104  |                                      |                                |                                |   |
| 105 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>                               | <b>-</b>                             | <b>35,664</b>                  | <b>314,477</b>                 | <b>278,814</b>                                  |
| 106  |                                      |                                |                                |   |
| 107 FUND BALANCE - BEGINNING   | 1,431,572                            | 835,084                        | 1,823,793                      | 1,823,793                                       |
| 108 INCREASE IN RESERVES FOR RENEWAL   | 73,000                               | -                              | -                              | -   |
| 109  |                                      |                                |                                |   |
| 110 <b>FUND BALANCE - ENDING</b>   | <b>\$ 1,504,572</b>                  | <b>\$ 870,747</b>              | <b>\$ 2,138,271</b>            | <b>\$ 2,102,607</b>                             |

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

113

114

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119

Renewal & Replacement (Reserve)

**Panther Trace CDD**  
**General Fund**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the Period From October 1, 2020 through April 30, 2021**

120  
121  
122  
123  
124  
125  
126  
127  
128

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

**Panther Trace CDD**  
**Debt Service Fund- Series 2020**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the Period From October 1, 2020 through April 30, 2021**

|   | <u>ACTUAL<br/>YEAR-TO-DATE</u>            |
|---|---|
| <b>1 REVENUE</b>                                      |   |
| 2     SPECIAL ASSESSMENTS - ON ROLL (NET)             | \$           281,892                      |
| 3     DISCOUNT (ASSESSMENTS)                          | -   |
| 4     INTEREST REVENUE                                | 1   |
| 5 <b>TOTAL REVENUE</b>                                | <u><b>281,893</b></u>                     |
| 6   |   |
| 7   |   |
| 8   |   |
| <b>9 EXPENDITURES</b>                                 |   |
| 10    INTEREST EXPENSE                                | 47,508                                    |
| 11    PRINCIPAL RETIREMENT                            | -   |
| 12    COST OF ISSUANCE                                | -   |
| 13 <b>TOTAL EXPENDITURES</b>                          | <u><b>47,508</b></u>                      |
| 14  |   |
| 15 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b> | <b>234,385</b>                            |
| 16  |   |
| <b>17 OTHER FINANCING SOURCES (USES)</b>              |   |
| 18    BOND PROCEEDS                                   | -   |
| 19    TRANSFER IN (OUT)                               | -   |
| 20 <b>TOTAL OTHER FINANCING SOURCES (USES)</b>        | <u><b>-</b></u>                           |
| 21  |   |
| 22    FUND BALANCE - BEGINNING                        | 57,471                                    |
| 23  |   |
| 24 <b>FUND BALANCE - ENDING</b>                       | <u><u><b>\$           291,855</b></u></u> |
| 25  |   |

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

**Panther Trace CDD**  
**Cash Reconciliation (GF)**  
**April 30, 2021**

|                                     | <b>BankUnited (Operating<br/>Acct)</b> |
|-------------------------------------|--|
| Balance Per Bank Statement          | \$ 34,861.75                           |
| Add: Deposits in Transit            |  |
| Less: Outstanding Checks            | (2,729.85)                             |
| <b><i>Adjusted Bank Balance</i></b> | <b><u>\$ 32,131.90</u></b>             |

|                                      |                            |
|--------------------------------------|----------------------------|
| Beginning Bank Balance Per Books     | \$ 77,426.82               |
| Cash Receipts                        | 244.51                     |
| Cash Disbursements                   | (45,539.43)                |
| <b><i>Cash Balance Per Books</i></b> | <b><u>\$ 32,131.90</u></b> |



**CHECK REGISTER**  
**FY 2021**

| DATE               | REF#        | PAYEE                                     | TRANSACTION  | DEPOSITS          | PAYMENTS          | CASH BALANCE     |
|--------------------|-------------|---|--|-------------------|-------------------|------------------|
| <b>BOY BALANCE</b> |             |   |  |                   |                   | <b>30,224.83</b> |
| 10/01/2020         | 2334        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |  |                   | 14,382.00         | 15,842.83        |
| 10/01/2020         | 2335        | REPUBLIC SERVICES                         | 10/1-10/31 - Solid Waste   |                   | 146.95            | 15,695.88        |
| 10/01/2020         | 2336        | SUZANNE KIMBALL                           | CH Cleaning - 10/07  |                   | 125.00            | 15,570.88        |
| 10/01/2020         | 2337        | SUZANNE KIMBALL                           | CH Cleaning - 10/14  |                   | 125.00            | 15,445.88        |
| 10/01/2020         | 2338        | SUZANNE KIMBALL                           | CH Cleaning - 10/21  |                   | 125.00            | 15,320.88        |
| 10/01/2020         | 2339        | SUZANNE KIMBALL                           | CH Cleaning - 10/28  |                   | 125.00            | 15,195.88        |
| 10/02/2020         |             |   | Funds Transfer   | 50,000.00         |                   | 65,195.88        |
| 10/02/2020         | 2340        | CBM SERVICES GROUP                        | Security   |                   | 175.50            | 65,020.38        |
| 10/02/2020         | 2341        | Innersync                                 | ADA Website Services   |                   | 1,515.00          | 63,505.38        |
| 10/02/2020         | 2342        | MHD COMMUNICATIONS                        | Tech Support 09/25/20 - AxTraax panel damaged by lighting            |                   | 1,888.75          | 61,616.63        |
| 10/02/2020         | 2343        | MONICA VITALE                             | 9/1-9/30- Cell Phone   |                   | 75.00             | 61,541.63        |
| 10/02/2020         | 2344        | Top Line Recreation                       | Install Play Structure - 50% Deposit                                 |                   | 58,596.99         | 2,944.64         |
| 10/02/2020         | 28          | Megan Jones                               | BOS Mtg. - 9/22/20   |                   | 184.70            | 2,759.94         |
| 10/02/2020         | 792738DD    | Daniel J O'Neill                          | BOS Mtg. - 9/22/20   |                   | 184.70            | 2,575.24         |
| 10/02/2020         | ACH100220   | Innovatige Employer Solutions             | BOS Mtg. - 9/22/20   |                   | 171.40            | 2,403.84         |
| 10/02/2020         | 29          | Michael J. Staubitz                       | BOS Mtg. - 9/22/20   |                   | 184.70            | 2,219.14         |
| 10/02/2020         | 792739DD    | Michael A. Themar                         | BOS Mtg. - 9/22/20   |                   | 184.70            | 2,034.44         |
| 10/05/2020         |             |   | Funds Transfer   | 50,000.00         |                   | 52,034.44        |
| 10/05/2020         | 2345        | Alba Hoekstra                             | Pool Monitor -7.5 hrs - 10/3   |                   | 75.00             | 51,959.44        |
| 10/05/2020         | 2346        | CBM SERVICES GROUP                        | Security   |                   | 175.50            | 51,783.94        |
| 10/05/2020         | 2347        | Sadie Ann Vitale                          | Pool Monitor - 11.5 hrs - 10/2-10/4                                  |                   | 115.00            | 51,668.94        |
| 10/07/2020         | 2348        | CBM SERVICES GROUP                        | Security   |                   | 249.75            | 51,419.19        |
| 10/08/2020         | 2349        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - October                                 |                   | 1,747.00          | 49,672.19        |
| 10/08/2020         | 2350        | Egie Insurance & Risk Advisors            | Insurance FY 20/21 10/1-10/1/21                                      |                   | 15,535.00         | 34,137.19        |
| 10/09/2020         | ACH100920   | Decision HR                               | 9/20-10/3 P/R  |                   | 2,998.89          | 31,138.30        |
| 10/09/2020         |             |   | Funds Transfer   |                   | 700.00            | 30,438.30        |
| 10/13/2020         | ACH101320   | BRIGHT HOUSE NETWORKS                     | 9/26-10/25 - Internet  |                   | 129.47            | 30,308.83        |
| 10/16/2020         | ACH101620   | ADT SECURITY SERVICES                     | 10/14-11/13 - Monitoring   |                   | 9.95              | 30,298.88        |
| 10/19/2020         | ACH101920   | TECO                                      | Summary Bill - 8/15-9/15   |                   | 9,445.07          | 20,853.81        |
| 10/20/2020         | 2351        | Alba Hoekstra                             | Pool Monitor -8 hrs. - 10/10   |                   | 80.00             | 20,773.81        |
| 10/20/2020         | 2352        | CBM SERVICES GROUP                        | Security   |                   | 391.50            | 20,382.31        |
| 10/20/2020         | 2353        | DPFG M&C                                  | CDD Mgmt - October   |                   | 3,750.00          | 16,632.31        |
| 10/20/2020         | 2354        | FLORIDA DEPT OF ECONOMIC OPPORTUNIT       | Annual Filing - FY 20/21   |                   | 175.00            | 16,457.31        |
| 10/20/2020         | 2356        | Sadie Ann Vitale                          |  |                   | 250.00            | 16,207.31        |
| 10/20/2020         | 2357        | ZEBRA CLEANING TEAM, INC                  |  |                   | 1,950.00          | 14,257.31        |
| 10/20/2020         | 2358        | SUZANNE KIMBALL                           | CH Cleaning - 11/4/20  |                   | 125.00            | 14,132.31        |
| 10/20/2020         | 2359        | SUZANNE KIMBALL                           | CH Cleaning - 11/11/20   |                   | 125.00            | 14,007.31        |
| 10/20/2020         | 2360        | SUZANNE KIMBALL                           | CH Cleaning - 11/18/20   |                   | 125.00            | 13,882.31        |
| 10/20/2020         | 2361        | SUZANNE KIMBALL                           | CH Cleaning - 11/25/20   |                   | 125.00            | 13,757.31        |
| 10/20/2020         | 2362        | J & A Lawn Services LLC                   | Repair/Replace Berkshire fence                                       |                   | 787.00            | 12,970.31        |
| 10/23/2020         | ACH102320   | Decision HR                               | 10/4-10/17 P/R   |                   | 3,106.75          | 9,863.56         |
| 10/26/2020         | 2363        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Remove dead pine tree  |                   | 275.00            | 9,588.56         |
| 10/26/2020         | 2364        | Sadie Ann Vitale                          | Pool Monitor - 17.5 hrs. 10/20-10/25                                 |                   | 175.00            | 9,413.56         |
| 10/26/2020         | 2365        | Alba Hoekstra                             | Pool Monitor -8 hrs. - 10/24   |                   | 80.00             | 9,333.56         |
| 10/29/2020         |             |   | Funds Transfer   |                   | 1,000.00          | 8,333.56         |
| 10/30/2020         |             |   | Interest   | 3.93              |                   | 8,337.49         |
| <b>10/31/20</b>    |             |   |  | <b>100,003.93</b> | <b>121,891.27</b> | <b>8,337.49</b>  |
| 11/03/2020         | ACH93020    | FLORIDA DEPARTMENT OF REVENUE             | 3rd Qtr 2020 Sales Tax   |                   | 26.35             | 8,311.14         |
| 11/03/2020         | 2366        | Alba Hoekstra                             | Pool Monitor -6.5 hrs - 10/31  |                   | 65.00             | 8,246.14         |
| 11/03/2020         | 2367        | BRIGHT HOUSE NETWORKS                     | 10/26-11/25 - Internet   |                   | 126.97            | 8,119.17         |
| 11/03/2020         | 2368        | JIM VITALE                                | Equipment Rental - Fall Festival                                     |                   | 300.00            | 7,819.17         |
| 11/03/2020         | 2369        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |  |                   | 14,649.00         | -6,829.83        |
| 11/03/2020         | 2370        | MONICA VITALE                             | 10/1-10/31 - Cell Phone  |                   | 75.00             | -6,904.83        |
| 11/03/2020         | 2371        | NVIROTECT PEST CONTROL SERVICES           | Pest Control - October   |                   | 80.00             | -6,984.83        |
| 11/03/2020         | 2372        | OLM, INC                                  | Landscape Insp - October   |                   | 1,260.00          | -8,244.83        |
| 11/03/2020         | 2373        | REPUBLIC SERVICES                         | 11/1-11/31 - Solid Waste   |                   | 146.95            | -8,391.78        |
| 11/03/2020         | 2374        | Sadie Ann Vitale                          | Pool Monitor - 20 hrs - 10/26-11/01                                  |                   | 200.00            | -8,591.78        |
| 11/03/2020         | 2375        | STRALEY ROBIN VERICKER                    | Legal Svcs thru 10/15/20   |                   | 311.30            | -8,903.08        |
| 11/03/2020         | 2376        | Thomas Watson                             | bike rack repair, sick faucet, clean dunpster, patio area            |                   | 800.00            | -9,703.08        |
| 11/03/2020         | 2377        | WAGNER EVENTS                             | Stilt Walker, Balloon Twisting for Fall Event                        |                   | 1,070.00          | -10,773.08       |
| 11/03/2020         | 2378        | ZEBRA CLEANING TEAM, INC                  | Pump tank body, pvc pipe and plumbing parts                          |                   | 385.45            | -11,158.53       |
| 11/03/2020         |             |   | Funds Transfer   | 50,000.00         |                   | -38,441.47       |
| 11/03/2020         |             |   | Funds Transfer   |                   | 2,000.00          | -36,841.47       |
| 11/03/2020         |             |   | Funds Transfer   | 50,000.00         |                   | -86,841.47       |
| 11/04/2020         | 2379        | BANK UNITED                               | Commerical Loan #8676  |                   | 47,508.00         | -39,333.47       |
| 11/05/2020         |             |   | Deposit  | 100.00            |                   | -39,433.47       |
| 11/06/2020         | ACH110620.1 | Innovatige Employer Solutions             | BOS Mtg. - 10/27/20  |                   | 171.40            | -39,262.07       |
| 11/06/2020         | 30          | Megan Jones                               | BOS Mtg. - 10/27/20  |                   | 184.70            | -39,077.37       |
| 11/06/2020         | 804007DD    | Daniel J O'Neill                          | BOS Mtg. - 10/27/20  |                   | 184.70            | -38,892.67       |
| 11/06/2020         | 31          | Michael J. Staubitz                       | BOS Mtg. - 10/27/20  |                   | 184.70            | -38,707.97       |
| 11/06/2020         | 804008DD    | Michael A. Themar                         | BOS Mtg. - 10/27/20  |                   | 184.70            | -38,523.27       |
| 11/06/2020         | ACH110620   | DELUXE BUSINESS CHECKS AND SOLUTION       | Checks   |                   | 157.98            | -38,365.29       |
| 11/06/2020         | ACH110620   | Decision HR                               | 10/18-10/31 P/R  |                   | 3,089.43          | -35,275.86       |
| 11/11/2020         | 2380        | ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC | Repair heat pump tripping breaker                                    |                   | 425.17            | -34,850.69       |
| 11/11/2020         | 2381        | CBM SERVICES GROUP                        | Security   |                   | 182.25            | -34,668.44       |
| 11/11/2020         | 2382        | Riverview Pressure Cleaning               | Pressure wash monuments, sidewalks, entry , curbs and parking spaces |                   | 2,675.00          | -31,993.44       |
| 11/11/2020         | 2383        | Sadie Ann Vitale                          | Pool Monitor - 22 hrs - 11-3-11/8                                    |                   | 220.00            | -31,773.44       |
| 11/16/2020         | ACH111620   | ADT SECURITY SERVICES                     | 11/13-12/14 - Monitoring   |                   | 9.95              | -31,763.49       |
| 11/17/2020         | ACH111720   | TECO                                      |  |                   | 9,255.62          | -22,507.87       |
| 11/17/2020         | 2384        | Alba Hoekstra                             | Pool Monitor -5 hrs - 11/14  |                   | 50.00             | -22,457.87       |
| 11/17/2020         | 2385        | BCCC                                      | Polio # 077452.5028 - Water/Sewer Impact Fee                         |                   | 624.72            | -21,833.15       |
| 11/17/2020         | 2386        | CBM SERVICES GROUP                        | Security   |                   | 175.50            | -21,657.65       |
| 11/17/2020         | 2387        | Illuminations Holiday Lighting            | Deposit - Holiday Lights   |                   | 2,625.00          | -19,032.65       |
| 11/17/2020         | 2388        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Well Meter Reading - November  |                   | 200.00            | -18,832.65       |
| 11/17/2020         | 2389        | MONICA VITALE                             | Petty Cash for Panther Trace Office                                  |                   | 600.00            | -18,232.65       |
| 11/17/2020         | 2390        | Sadie Ann Vitale                          | Pool Monitor - 11 hrs - 11/13-11/15                                  |                   | 110.00            | -18,122.65       |
| 11/17/2020         | 2391        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - November                                |                   | 1,747.00          | -16,375.65       |
| 11/18/2020         | ACH111820   | BRIGHT HOUSE NETWORKS                     | 10/26-11/25 - Internet - paid twice; one with check; one with ACH    |                   | 126.97            | -16,248.68       |
| 11/20/2020         | ACH112020   | Decision HR                               | 11/1-11/14 P/R   |                   | 3,656.41          | -12,592.27       |
| 11/23/2020         | 2392        | ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC | repair cut cord and replace bad cell                                 |                   | 248.82            | -12,343.45       |
| 11/23/2020         | 2393        | Alba Hoekstra                             | Pool Monitor -4 hrs - 11/21  |                   | 40.00             | -12,303.45       |
| 11/23/2020         | 2394        | CBM SERVICES GROUP                        | Security   |                   | 141.75            | -12,161.70       |
| 11/23/2020         | 2395        | DPFG M&C                                  | CDD Mgmt - November  |                   | 3,750.00          | -8,411.70        |
| 11/23/2020         | 2396        | JIM VITALE                                | Equipment Rental - Holiday Party                                     |                   | 400.00            | -8,011.70        |
| 11/23/2020         | 2397        | MHD COMMUNICATIONS                        | Camera Replacement   |                   | 585.00            | -7,426.70        |
| 11/23/2020         | 2398        | NVIROTECT PEST CONTROL SERVICES           | Pest Control - November  |                   | 80.00             | -7,346.70        |
| 11/23/2020         | 2399        | Sadie Ann Vitale                          | Pool Monitor - 14.5 hrs - 11/19-11/22                                |                   | 145.00            | -7,201.70        |
| 11/23/2020         | 2400        | WAGNER EVENTS                             | Airbrush tattoos artist, balloon artist                              |                   | 1,320.00          | -5,881.70        |
| 11/23/2020         | 2401        | ZEBRA CLEANING TEAM, INC                  | Pool Maint - November  |                   | 850.00            | -5,031.70        |
| 11/23/2020         |             |   | Funds Transfer   | 50,000.00         |                   | 55,031.70        |
| 11/23/2020         |             |   | Funds Transfer   |                   | 800.00            | 54,231.70        |
| 11/30/2020         |             |   | Interest   | 4.64              |                   | 54,236.34        |
| <b>11/30/20</b>    |             |   |  | <b>150,104.64</b> | <b>104,205.79</b> | <b>54,236.34</b> |
| 12/01/2020         | 2402        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |  |                   | 13,422.00         | 40,814.34        |
| 12/04/2020         | 2410        | CBM SERVICES GROUP                        | Security   |                   | 351.00            | 40,463.34        |
| 12/04/2020         | 2412        | LLS Tax Solutions Inc.                    | Arbitrage - Series 2007  |                   | 650.00            | 39,813.34        |
| 12/04/2020         | 2413        | MONICA VITALE                             | 11/1-11/30 - Cell Phone  |                   | 75.00             | 39,738.34        |
| 12/04/2020         | 2414        | OLM, INC                                  | Landscape Insp - November  |                   | 1,260.00          | 38,478.34        |
| 12/04/2020         | 2415        | REPUBLIC SERVICES                         | 12/1-12/31 - Solid Waste   |                   | 146.95            | 38,331.39        |
| 12/04/2020         | 2416        | Sadie Ann Vitale                          | 11/23-11/29 Security Guard   |                   | 40.00             | 38,291.39        |
| 12/04/2020         | 2417        | STRALEY ROBIN VERICKER                    | Legal Svcs thru 11/15/20   |                   | 258.50            | 38,032.89        |
| 12/04/2020         | 2418        | SUZANNE KIMBALL                           | CH Cleaning - 12/2   |                   | 125.00            | 37,907.89        |
| 12/04/2020         | 2419        | SUZANNE KIMBALL                           | CH Cleaning - 12/6 - clean after Holiday party                       |                   | 125.00            | 37,782.89        |
| 12/04/2020         | 2420        | Thomas Watson                             | Install and clean holiday set  |                   | 207.60            | 37,575.29        |
| 12/04/2020         | 2421        | SUZANNE KIMBALL                           | CH Cleaning - 12/9   |                   | 125.00            | 37,450.29        |
| 12/04/2020         | 2422        | SUZANNE KIMBALL                           | CH Cleaning - 12/16  |                   | 125.00            | 37,325.29        |
| 12/04/2020         | 2423        | SUZANNE KIMBALL                           | CH Cleaning - 12/23  |                   | 125.00            | 37,200.29        |
| 12/04/2020         | 2424        | SUZANNE KIMBALL                           | CH Cleaning - 12/30  |                   | 125.00            | 37,075.29        |
| 12/04/2020         | ACH120420   | Decision HR                               | 11/15-11/26 P/R  |                   | 3,089.43          | 33,985.86        |
| 12/04/2020         |             |   | Funds Transfer   | 50,000.00         |                   | 83,985.86        |

**CHECK REGISTER**  
**FY 2021**

| DATE            | REF#        | PAYEE                                     | TRANSACTION   | DEPOSITS         | PAYMENTS         | CASH BALANCE     |
|-----------------|-------------|---|---|------------------|------------------|------------------|
| 12/13/2020      | 2425        | ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC | Electric repairs 12/4   |                  | 199.20           | 83,786.66        |
| 12/13/2020      | 2426        | Alba Hoekstra                             | Pool Monitor -4.5 hrs - 12/5                                      |                  | 45.00            | 83,741.66        |
| 12/13/2020      | 2427        | CBM SERVICES GROUP                        | Security  |                  | 141.75           | 83,599.91        |
| 12/13/2020      | 2428        | Sadie Ann Vitale                          | Pool Monitor and Office Assistance - 18.5 hrs. - 11/30-12/5       |                  | 145.00           | 83,454.91        |
| 12/13/2020      | 2429        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - December                             |                  | 1,747.00         | 81,707.91        |
| 12/14/2020      | 2430        | Sadie Ann Vitale                          | Office Assistance -12 hrs. - 12/8-12/10                           |                  | 120.00           | 81,587.91        |
| 12/16/2020      | ACH121620   | BOCC                                      | 11/13-12/14 - 13151 Waterleaf Vista Blvd                          |                  | 309.21           | 81,278.70        |
| 12/17/2020      | ACH121720   | ADT SECURITY SERVICES                     | 12/15 - 1/14- Monitoring  |                  | 9.95             | 81,268.75        |
| 12/18/2020      | ACH21820    | TECO                                      | Summary Bill - 10/15-11/12  |                  | 9,592.39         | 71,676.36        |
| 12/18/2020      | 32          | Megan Jones                               | BOS Mgt. - 12/07/20   |                  | 184.70           | 71,491.66        |
| 12/18/2020      | 817149DD    | Daniel J O'Neill                          | BOS Mgt. - 12/07/20   |                  | 184.70           | 71,306.96        |
| 12/18/2020      | 33          | Michael J. Staubitz                       | BOS Mgt. - 12/07/20   |                  | 184.70           | 71,122.26        |
| 12/18/2020      | ACH12182020 | Innovatige Employer Solutions             | BOS Mgt. - 12/07/20   |                  | 140.80           | 70,981.46        |
| 12/18/2020      | 12/18/20    | Decision HR                               | 11/15-11/26 P/R   |                  | 3,089.43         | 67,892.03        |
| 12/22/2020      |             |   | Deposit   | 100.00           |                  | 67,992.03        |
| 12/28/2020      | 2431        | CBM SERVICES GROUP                        | Security  |                  | 405.00           | 67,587.03        |
| 12/28/2020      | 2432        | DPFG M&C                                  |   |                  | 4,250.00         | 63,337.03        |
| 12/28/2020      | 2433        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Replace pump system in well 4                                     |                  | 4,801.08         | 58,535.95        |
| 12/28/2020      | 2434        | REPUBLIC SERVICES                         | 01/01-01/31- Solid Waste  |                  | 175.15           | 58,360.80        |
| 12/28/2020      | 2435        | Sadie Ann Vitale                          | Pool Monitor and Office Assistance - 18.5 hrs. - 11/30-12/5       |                  | 40.00            | 58,320.80        |
| 12/28/2020      | 2436        | SUZANNE KIMBALL                           | CH Cleaning - 1/27/21   |                  | 125.00           | 58,195.80        |
| 12/28/2020      | 2437        | ZEBRA CLEANING TEAM, INC                  | Pool Maint - December   |                  | 850.00           | 57,345.80        |
| 12/28/2020      | 2438        | SUZANNE KIMBALL                           | CH Cleaning - 01/20/20  |                  | 125.00           | 57,220.80        |
| 12/28/2020      | 2439        | SUZANNE KIMBALL                           | CH Cleaning - 1 /13/21  |                  | 125.00           | 57,095.80        |
| 12/28/2020      | 2440        | SUZANNE KIMBALL                           | CH Cleaning - 01/06/21  |                  | 125.00           | 56,970.80        |
| 12/31/2020      | 12/31/20    | Decision HR                               | 11/15-11/26 P/R   |                  | 3,089.43         | 53,881.37        |
| 12/31/2020      |             |   | Interest  | 6.53             |                  | 53,887.90        |
| <b>12/31/20</b> |             |   |   | <b>50,106.53</b> | <b>50,454.97</b> | <b>53,887.90</b> |
| 01/01/2021      | 2441        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Landscape Maint - January 2021                                    |                  | 13,222.00        | 40,665.90        |
| 01/05/2021      | 2442        | CBM SERVICES GROUP                        | Security  |                  | 742.50           | 39,923.40        |
| 01/05/2021      | 2443        | Illuminations Holiday Lighting            | Holiday Lighting and Removal                                      |                  | 2,625.00         | 37,298.40        |
| 01/05/2021      | 2444        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Irrigation Repair 12/22/2020                                      |                  | 133.85           | 37,164.55        |
| 01/05/2021      | 2445        | MHD COMMUNICATIONS                        | Tech Support 12/15/20   |                  | 33.75            | 37,130.80        |
| 01/05/2021      | 2446        | MONICA VITALE                             | 12/1-12/31/20 - Cell Phone  |                  | 75.00            | 37,055.80        |
| 01/05/2021      | 2447        | Thomas Watson                             | Repair toilet additional services                                 |                  | 83.34            | 36,972.46        |
| 01/05/2021      | 2448        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |   |                  | 6,066.75         | 30,905.71        |
| 01/05/2021      | 2449        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Well Meter Reading - January                                      |                  | 200.00           | 30,705.71        |
| 01/05/2021      | 2450        | NVIROTECT PEST CONTROL SERVICES           | Pest Control - December   |                  | 80.00            | 30,625.71        |
| 01/06/2021      | 2451        | DPFG M&C                                  | CDD Mgmt - January  |                  | 3,750.00         | 26,875.71        |
| 01/06/2021      | 2452        | OLM, INC                                  | Landscape Insp - December   |                  | 1,260.00         | 25,615.71        |
| 01/11/2021      | 2453        | CBM SERVICES GROUP                        | Security  |                  | 411.75           | 25,203.96        |
| 01/12/2021      | ACH01122021 | BRIGHT HOUSE NETWORKS                     | 12/26-01/25 - Internet  |                  | 126.97           | 25,076.99        |
| 01/13/2021      | 2454        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - January                              |                  | 1,747.00         | 23,329.99        |
| 01/15/2021      | ACH011521   | Decision HR                               | 12/27/2020 - 1/09/2021 P/R  |                  | 3,233.66         | 20,096.33        |
| 01/15/2021      | 2455        | ZEBRA CLEANING TEAM, INC                  | Pool Maint - January  |                  | 850.00           | 19,246.33        |
| 01/16/2021      | ACH011621   | ADT SECURITY SERVICES                     | 01/15 - 02/14- Monitoring   |                  | 9.95             | 19,236.38        |
| 01/19/2021      | ACH01192021 | BOCC                                      | 11/23-12/23 1215 Bramfield Road                                   |                  | 1,211.38         | 18,025.00        |
| 01/19/2021      | 2456        | CBM SERVICES GROUP                        | Security  |                  | 155.25           | 17,869.75        |
| 01/20/2021      | 2457        | DPFG M&C                                  | Pass Through - December   |                  | 40.02            | 17,829.73        |
| 01/20/2021      | TAX12021    | FLORIDA DEPARTMENT OF REVENUE             | 4th Qtr 2020 Sales tax  |                  | 17.00            | 17,812.73        |
| 01/20/2021      |             |   | Funds Transfer  | 50,000.00        |                  | 67,812.73        |
| 01/22/2021      | ACH012221   | TECO                                      | Summary Bill - 11/13-12/14  |                  | 9,614.27         | 58,198.46        |
| 01/25/2021      | 2462        | Blue Wave Lighting                        | Electrical Repairs on enclave and entry monuments                 |                  | 1,425.00         | 56,773.46        |
| 01/25/2021      | 2463        | REPUBLIC SERVICES                         | 02/01 - 02/28- Solid Waste  |                  | 175.15           | 56,598.31        |
| 01/25/2021      | 2464        | OLM, INC                                  | Landscape Insp - January  |                  | 1,260.00         | 55,338.31        |
| 01/27/2021      | 2466        | CBM SERVICES GROUP                        | Security  |                  | 195.75           | 55,142.56        |
| 01/28/2021      | 2467        | Hawkins Service Co                        | Went over Pump  |                  | 115.00           | 55,027.56        |
| 01/29/2021      | ACH01292021 | Decision HR                               | 01/10 - 01/23 P/R   |                  | 3,233.66         | 51,793.90        |
| 01/31/2021      |             |   | Interest  | 4.16             |                  | 51,798.06        |
| <b>1/31/21</b>  |             |   |   | <b>50,004.16</b> | <b>52,094.00</b> | <b>51,798.06</b> |
| 02/01/2021      | 2465        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |   |                  | 13,422.00        | 38,376.06        |
| 02/01/2021      | 2468        | NVIROTECT PEST CONTROL SERVICES           | Pest Control - January  |                  | 80.00            | 38,296.06        |
| 02/02/2021      | 2469        | DPFG M&C                                  | CDD Mgmt - February   |                  | 3,250.00         | 35,046.06        |
| 02/02/2021      | 2470        | MONICA VITALE                             | 01/01 - 01/31 - Cell Phone  |                  | 75.00            | 34,971.06        |
| 02/03/2021      | 2458        | SUZANNE KIMBALL                           | CH Cleaning - 02/03/21  |                  | 125.00           | 34,846.06        |
| 02/05/2021      | 34          | Megan Jones                               | BOS Mgt. - 01/26/21   |                  | 184.70           | 34,661.36        |
| 02/05/2021      | 35          | Michael J. Staubitz                       | BOS Mgt. - 01/26/21   |                  | 184.70           | 34,476.66        |
| 02/05/2021      | 833076DD    | Daniel J O'Neill                          | BOS Mgt. - 01/26/21   |                  | 184.70           | 34,291.96        |
| 02/05/2021      | 833077DD    | Michael A. Themar                         | BOS Mgt. - 01/26/21   |                  | 184.70           | 34,107.26        |
| 02/05/2021      | ACH02052021 | Innovatige Employer Solutions             | BOS Mgt. - 01/26/2021   |                  | 171.40           | 33,935.86        |
| 02/06/2021      | 2471        | CBM SERVICES GROUP                        | Security  |                  | 168.75           | 33,767.11        |
| 02/10/2021      | 2459        | SUZANNE KIMBALL                           | CH Cleaning - 02/10/21  |                  | 125.00           | 33,642.11        |
| 02/12/2021      | ACH021221   | BRIGHT HOUSE NETWORKS                     | 01/26 - 02/25 - Internet  |                  | 126.97           | 33,515.14        |
| 02/12/2021      | ACH021221.1 | Decision HR                               | 01/24 - 02/06 P/R   |                  | 3,171.96         | 30,343.18        |
| 02/12/2021      | 2472        | Top Line Recreation                       | Playground Mulch  |                  | 2,874.38         | 27,468.80        |
| 02/16/2021      | ACH02162021 | ADT SECURITY SERVICES                     | 02/15 - 03/14- Monitoring   |                  | 9.95             | 27,458.85        |
| 02/16/2021      |             |   | Deposit   | 100.00           |                  | 27,558.85        |
| 02/16/2021      |             |   | Deposit   | 47,508.00        |                  | 75,066.85        |
| 02/17/2021      | 2460        | SUZANNE KIMBALL                           | CH Cleaning - 02/17/21  |                  | 125.00           | 74,941.85        |
| 02/17/2021      | ACH021721   | BOCC                                      | 12/23 - 01/22 1215 Bramfield Road                                 |                  | 1,663.56         | 73,278.29        |
| 02/17/2021      | 2473        | CBM SERVICES GROUP                        | Security  |                  | 270.00           | 73,008.29        |
| 02/17/2021      | 2474        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - February                             |                  | 1,747.00         | 71,261.29        |
| 02/17/2021      | 2475        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Irrigation Repair 02/09/21  |                  | 106.58           | 71,154.71        |
| 02/18/2021      | ACH021821   | TECO                                      | Summary Bill - 12/15/20 - 01/14/21                                |                  | 10,601.31        | 60,553.40        |
| 02/22/2021      | 2477        | CBM SERVICES GROUP                        | Security  |                  | 121.50           | 60,431.90        |
| 02/22/2021      | 2478        | Sadie Ann Vitale                          | Pool/Playground Monitor and Office Assistance - 6 hrs.            |                  | 60.00            | 60,371.90        |
| 02/22/2021      | 2479        | Thomas Watson                             | Press Spray - Playground; Gazbo(s); Walk and Fence                |                  | 1,650.00         | 58,721.90        |
| 02/23/2021      | 2480        | OLM, INC                                  | Landscape Insp - February   |                  | 1,260.00         | 57,461.90        |
| 02/24/2021      | 2461        | SUZANNE KIMBALL                           | CH Cleaning - 02/24/21  |                  | 125.00           | 57,336.90        |
| 02/24/2021      | 2481        | ZEBRA CLEANING TEAM, INC                  | Pool Maint - February   |                  | 850.00           | 56,486.90        |
| 02/25/2021      | 2488        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Landscape Maint - March 2021                                      |                  | 13,222.00        | 43,264.90        |
| 02/25/2021      |             |   | Funds Transfer  | 50,000.00        |                  | 93,264.90        |
| 02/26/2021      | ACH022621.1 | Decision HR                               | 02/7 - 2/20 P/R   |                  | 3,089.43         | 90,175.47        |
| 02/28/2021      |             |   | Interest  | 4.86             |                  | 90,180.33        |
| <b>2/28/21</b>  |             |   |   | <b>97,612.86</b> | <b>59,230.59</b> | <b>90,180.33</b> |
| 03/01/2021      | 2487        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  | Well Meter Reading - March  |                  | 200.00           | 89,980.33        |
| 03/02/2021      | 2482        | SUZANNE KIMBALL                           | CH Cleaning - 03/03/2021 - 5 sequential checks for month of March |                  | 125.00           | 89,855.33        |
| 03/02/2021      |             |   | Funds Transfer  | 50,000.00        |                  | 139,855.33       |
| 03/02/2021      | 2489        | ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC | Electric repairs 2/26/21- Breakers Tripping to Pool Equip         |                  | 1,740.31         | 138,115.02       |
| 03/02/2021      | 2490        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC  |   |                  | 8,637.55         | 129,477.47       |
| 03/02/2021      | 2491        | MONICA VITALE                             | 02/01 - 02/28 - Cell Phone  |                  | 75.00            | 129,402.47       |
| 03/02/2021      | 2492        | NVIROTECT PEST CONTROL SERVICES           | Pest Control - February   |                  | 80.00            | 129,322.47       |
| 03/02/2021      | 2493        | REPUBLIC SERVICES                         | 03/01 - 03/31- Solid Waste  |                  | 175.15           | 129,147.32       |
| 03/02/2021      | 2494        | Site Masters of Florida LLC               | reset outfall control structure on pond                           |                  | 6,200.00         | 122,947.32       |
| 03/02/2021      | 2495        | Thomas Watson                             |   |                  | 559.82           | 122,387.50       |
| 03/02/2021      | 2496        | Top Line Recreation                       | Install Play Structure - Final Payment                            |                  | 58,784.88        | 63,602.62        |
| 03/02/2021      |             |   | Deposit   | 100.00           |                  | 63,702.62        |
| 03/02/2021      | 2497        | Megan Jones                               | BOS Mgt. - 02/23  |                  | 184.70           | 63,517.92        |
| 03/02/2021      | 2498        | Michael J. Staubitz                       | BOS Mgt. - 02/23  |                  | 184.70           | 63,333.22        |
| 03/03/2021      | 2499        | DPFG M&C                                  | CDD Mgmt - March  |                  | 3,750.00         | 59,583.22        |
| 03/05/2021      | ACH03052021 | Innovatige Employer Solutions             | BOS Mgt. - 02/23/2021   |                  | 172.40           | 59,410.82        |
| 03/05/2021      | 030521.1DD  | Daniel J O'Neill                          | BOS Mgt. - 02/23/2021   |                  | 184.70           | 59,226.12        |
| 03/05/2021      | 030521.2DD  | Michael A. Themar                         | BOS Mgt. - 02/23/2021 (innovative down- no real backup)           |                  | 184.70           | 59,041.42        |
| 03/08/2021      | 2500        | Sadie Ann Vitale                          | Pool/Playground Monitor and Office Assistance - 16.5 hrs.         |                  | 165.00           | 58,876.42        |
| 03/08/2021      | 2501        | Solitude Lake Management                  | Monthly Lake & Wetland Svc - March                                |                  | 1,747.00         | 57,129.42        |
| 03/09/2021      | 2483        | SUZANNE KIMBALL                           | CH Cleaning - 03/10/2021 - 5 sequential checks for month of March |                  | 125.00           | 57,004.42        |
| 03/09/2021      | 2502        | SUZANNE KIMBALL                           | Pressure Washing Gazebo/Pool Decking/Furniture                    |                  | 665.00           | 56,339.42        |
| 03/12/2021      | ACH03122021 | Decision HR                               | 2/21 - 03/06 P/R  |                  | 3,089.43         | 53,249.99        |
| 03/12/2021      |             |   | Deposit   | 20.00            |                  | 53,269.99        |
| 03/15/2021      | ACH03152021 | BRIGHT HOUSE NETWORKS                     | 02/25 - 03/25 - Internet  |                  | 126.97           | 53,143.02        |
| 03/16/2021      | 2484        | SUZANNE KIMBALL                           | CH Cleaning - 03/17/2021- 5 sequential checks for month of March  |                  | 125.00           | 53,018.02        |

**CHECK REGISTER**  
**FY 2021**

| DATE           | REF#        | PAYEE                                    | TRANSACTION  | DEPOSITS          | PAYMENTS          | CASH BALANCE     |
|----------------|-------------|--|--|-------------------|-------------------|------------------|
| 03/16/2021     |             |  | Funds Transfer   | 50,000.00         |                   | 103,018.02       |
| 03/17/2021     | 2503        | Alba Hoekstra                            | Pool Monitor - 6 hrs - 3/12/21   |                   | 60.00             | 102,958.02       |
| 03/17/2021     | 2504        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 16 hrs.                            |                   | 160.00            | 102,798.02       |
| 03/17/2021     | 2505        | Thomas Watson                            | Painted 3 coats of semi-glass on the gazebo (pool deck)                            |                   | 75.00             | 102,723.02       |
| 03/17/2021     | 2506        | ZEBRA CLEANING TEAM, INC                 |  |                   | 1,846.83          | 100,876.19       |
| 03/17/2021     | 2507        | CBM SERVICES GROUP                       | Security   |                   | 168.75            | 100,707.44       |
| 03/17/2021     | 2508        | Panther Trace CDD C/O U S Bank           | FY20 Tax Distributions   |                   | 5,012.11          | 95,695.33        |
| 03/17/2021     | 2509        | Panther Trace CDD C/O U S Bank           | FY21 Tax Distributions   |                   | 274,195.16        | -178,499.83      |
| 03/17/2021     | 2510        | ZEBRA CLEANING TEAM, INC                 | Pool Chem Testing Kit  |                   | 30.00             | -178,529.83      |
| 03/17/2021     |             |  | Funds Transfer   | 275,000.00        |                   | 96,470.17        |
| 03/18/2021     | ACH03182021 | BOCC                                     | 01/22 - 02/22 - 1215 Bramfield Road  |                   | 1,693.61          | 94,776.56        |
| 03/18/2021     | 2511        | Thomas Watson                            | Painted shower stand/ext post. Put in 3 signs. Pressure sprayed back side of fence |                   | 135.00            | 94,641.56        |
| 03/19/2021     | ACH03192021 | TECO                                     | Summary Bill - 01/15/21 - 02/15/21   |                   | 10,150.73         | 84,490.83        |
| 03/19/2021     | ACH031921.9 | ADT SECURITY SERVICES                    | 3/15 - 4/14- Monitoring  |                   | 9.95              | 84,480.88        |
| 03/23/2021     | 2485        | SUZANNE KIMBALL                          | CH Cleaning - 03/24/2021- 5 sequential checks for month of March                   |                   | 125.00            | 84,355.88        |
| 03/23/2021     | 2512        | Alba Hoekstra                            | Pool Monitor - 18 hrs - 3/18 - 3/20  |                   | 180.00            | 84,175.88        |
| 03/23/2021     | 2513        | OLM, INC                                 | Landscape Insp - March   |                   | 1,260.00          | 82,915.88        |
| 03/23/2021     | 2514        | REPUBLIC SERVICES                        | 04/01 - 04/30- Solid Waste   |                   | 175.15            | 82,740.73        |
| 03/23/2021     | 2515        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 25 hrs.                            |                   | 250.00            | 82,490.73        |
| 03/24/2021     | 2516        | STRALEY ROBIN VERICKER                   | Legal Svcs thru 03/15/2021   |                   | 91.50             | 82,399.23        |
| 03/24/2021     | 2517        | Thomas Watson                            | Repaired Bench at BB Court   |                   | 94.24             | 82,304.99        |
| 03/26/2021     | ACH03262021 | Decision HR                              | 03/07 - 03/20 P/R  |                   | 3,089.43          | 79,215.56        |
| 03/29/2021     | 2526        | Alba Hoekstra                            | Pool Monitor - 6.258 hrs - 3/27  |                   | 62.50             | 79,153.06        |
| 03/29/2021     | 2527        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 16.75hrs.                          |                   | 167.50            | 78,985.56        |
| 03/30/2021     | 2486        | SUZANNE KIMBALL                          | CH Cleaning - 03/31/2021- 5 sequential checks for month of March                   |                   | 125.00            | 78,860.56        |
| 03/30/2021     | 2525        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC | Winter 2020 Sports Field over-seeding  |                   | 1,343.75          | 77,516.81        |
| 03/30/2021     | 2528        | NVIROTECT PEST CONTROL SERVICES          | Pest Control - March   |                   | 80.00             | 77,436.81        |
| 03/31/2021     | 2529        | MONICA VITALE                            | March - Cell Phone   |                   | 75.00             | 77,361.81        |
| 03/31/2021     |             |  | Deposit  | 50.00             |                   | 77,411.81        |
| 03/31/2021     |             |  | Interest   | 15.01             |                   | 77,426.82        |
| <b>3/31/21</b> |             |  |  | <b>375,185.01</b> | <b>387,938.52</b> | <b>77,426.82</b> |
| 04/01/2021     | 2523        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC |  |                   | 13,422.00         | 64,004.82        |
| 04/02/2021     | 40          | Megan Jones                              | BOS MTG 03/24/2021   |                   | 184.70            | 63,820.12        |
| 04/02/2021     | 850278DD    | Michael A. Themar                        | BOS MTG 03/24/2021   |                   | 184.70            | 63,635.42        |
| 04/02/2021     | 850277DD    | Daniel J O'Neill                         | BOS MTG 03/24/2021   |                   | 184.70            | 63,450.72        |
| 04/02/2021     | ACG04022021 | Innovate Employer Solutions              | BOS Mtg - 03/24/2021   |                   | 141.80            | 63,308.92        |
| 04/02/2021     |             |  | Funds Transfer   |                   | 1,100.00          | 62,208.92        |
| 04/06/2021     | 2518        | SUZANNE KIMBALL                          | CH Cleaning -for week of 04/07/2021 (4 sequential checks for April)                |                   | 125.00            | 62,083.92        |
| 04/06/2021     | 2530        | DPFG M&C                                 | CDD Mgmt - April   |                   | 3,750.00          | 58,333.92        |
| 04/07/2021     | 2531        | Alba Hoekstra                            | Pool Monitor - 6 hrs - 4/3   |                   | 60.00             | 58,273.92        |
| 04/07/2021     | 2532        | MHD COMMUNICATIONS                       | Tech Support 3/29/21   |                   | 67.50             | 58,206.42        |
| 04/07/2021     | 2533        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 19 hrs.                            |                   | 190.00            | 58,016.42        |
| 04/07/2021     | 2534        | Solitude Lake Management                 | Monthly Lake & Wetland Svc - April   |                   | 1,747.00          | 56,269.42        |
| 04/09/2021     | ACH04092021 | Decision HR                              | 03/21 - 04/03 P/R  |                   | 3,089.43          | 53,179.99        |
| 04/12/2021     | 04122021    | BRIGHT HOUSE NETWORKS                    | 03/26 - 04/25 - Internet   |                   | 126.97            | 53,053.02        |
| 04/12/2021     | 2535        | Alba Hoekstra                            | Pool Monitor - 5.75 hrs - 4/10   |                   | 57.50             | 52,995.52        |
| 04/12/2021     | 2536        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 13.75 hrs.                         |                   | 137.50            | 52,858.02        |
| 04/13/2021     | 2519        | SUZANNE KIMBALL                          | CH Cleaning -for week of 04/14/2021 (4 sequential checks for April)                |                   | 125.00            | 52,733.02        |
| 04/15/2021     |             |  | Deposit  | 100.00            |                   | 52,833.02        |
| 04/15/2021     |             |  | Deposit  | 20.00             |                   | 52,853.02        |
| 04/15/2021     |             |  | Deposit  | 20.00             |                   | 52,873.02        |
| 04/16/2021     | ACG04162021 | ADT SECURITY SERVICES                    | 4/15 - 5/14- Monitoring  |                   | 9.95              | 52,883.07        |
| 04/16/2021     | ACH04162021 | BOCC                                     | 02/22 - 03/24 - 12515 Bramfield Road   |                   | 1,315.40          | 51,567.67        |
| 04/16/2021     | 2537        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC | Irrigation Repairs   |                   | 1,106.50          | 50,461.17        |
| 04/19/2021     | 2538        | LANDSCAPE MAINTENANCE PROFESSIONALS, INC | Spring Annual Rotation   |                   | 2,923.00          | 47,538.17        |
| 04/19/2021     | 2539        | Alba Hoekstra                            | Pool Monitor - 19hrs 4/16 - 4/18   |                   | 190.00            | 47,328.17        |
| 04/19/2021     | 2540        | Sadie Ann Vitale                         | Pool/Playground Monitor and Office Assistance - 2 hrs on 4/16                      |                   | 20.00             | 47,308.17        |
| 04/20/2021     | 2520        | SUZANNE KIMBALL                          | CH Cleaning -for week of 04/21/2021 (4 sequential checks for April)                |                   | 125.00            | 47,183.17        |
| 04/20/2021     | ACH042021.1 | TECO                                     | Summary Bill - 02/16 - 3/16  |                   | 9,739.95          | 37,443.22        |
| 04/20/2021     | ACH42021    | FLORIDA DEPARTMENT OF REVENUE            | 1st Qtr 2021 Sales Tax   |                   | 21.25             | 37,421.97        |
| 04/22/2021     | 2541        | SUZANNE KIMBALL                          | CH Cleaning -for week of 05/05/2021 (4 sequential checks for May)                  |                   | 125.00            | 37,296.97        |
| 04/22/2021     | 2542        | SUZANNE KIMBALL                          | CH Cleaning -for week of 05/12/2021 (4 sequential checks for May)                  |                   | 125.00            | 37,171.97        |
| 04/22/2021     | 2543        | SUZANNE KIMBALL                          | CH Cleaning -for week of 05/19/2021 (4 sequential checks for May)                  |                   | 125.00            | 37,046.97        |
| 04/22/2021     | 2544        | SUZANNE KIMBALL                          | CH Cleaning -for week of 05/26/2021 (4 sequential checks for May)                  |                   | 125.00            | 36,921.97        |
| 04/23/2021     | ACH04232021 | Decision HR                              | 4/4 - 4/17 P/R   |                   | 3,089.43          | 33,832.54        |
| 04/26/2021     | 2545        | Alba Hoekstra                            | Pool Monitor - 17hrs 4/23 - 4/25   |                   | 170.00            | 33,662.54        |
| 04/26/2021     | 2546        | REPUBLIC SERVICES                        | 05/01 - 05/31- Solid Waste   |                   | 175.15            | 33,487.39        |
| 04/27/2021     | 2521        | SUZANNE KIMBALL                          | CH Cleaning -for week of 04/28/2021 (4 sequential checks for April)                |                   | 125.00            | 33,362.39        |
| 04/27/2021     |             |  | Deposit  | 100.00            |                   | 33,462.39        |
| 04/27/2021     | 2547        | OLM, INC                                 | Landscape Insp - April   |                   | 1,260.00          | 32,202.39        |
| 04/30/2021     | 2549        | MONICA VITALE                            | April 2021 - Cell Phone  |                   | 75.00             | 32,127.39        |
| 04/30/2021     |             |  | Interest   | 4.51              |                   | 32,131.90        |
| <b>4/31/21</b> |             |  |  | <b>244.51</b>     | <b>45,539.43</b>  | <b>32,131.90</b> |

# EXHIBIT 3



April 20, 2021

To Whom It May Concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2021, listed below.

| Community Development District | Number of Registered Electors |
|--------------------------------|-------------------------------|
| Panther Trace                  | 1694                          |

We ask that you respond to our office with a current list of CDD office holders by **June 1<sup>st</sup>** and that you update us throughout the year if there are changes. This will enable us to provide accurate information to potential candidates during filing and qualifying periods.

Please note it is the responsibility of each district to keep our office updated with current district information. If you have any questions, please do not hesitate to contact me at (813) 384-3944 or [ewhite@hcsoe.org](mailto:ewhite@hcsoe.org).

Respectfully,

Enjoli White  
Candidate Services Liaison



# EXHIBIT 4

**STATEMENT 1  
PANTHER TRACE I CDD  
PROPOSED BUDGET FY 2022  
GENERAL FUND (O&M)**

|   | FY 2017<br>ACTUAL | FY 2018<br>ACTUAL | FY 2019<br>ACTUAL | FY 2020<br>ACTUAL | FY 2021<br>ADOPTED | FY 2021<br>YTD - MAR 31 | FY 2022<br>PROPOSED | VARIANCE<br>2021-2022 |
|---|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------------|---------------------|-----------------------|
| <b>REVENUE</b>  |                   |                   |                   |                   |                    |                         |                     |                       |
| SPECIAL ASSESSMENTS   | \$ 815,099        | \$ 817,587        | \$ 790,570        | \$ 790,490        | \$ 787,745         | \$ 769,793              | \$ 787,745          | \$ -                  |
| INTEREST REVENUE  | 5,373             | 6,266             | 22,942            | 7,296             | 2,000              | 1,104                   | 2,000               | -                     |
| MISCELLANEOUS REVENUE   | 4,394             | 2,478             | 706               | 204               | 300                | 130                     | 300                 | -                     |
| CLUBHOUSE SECURIY OFFICER FEE                                 | 245               | 446               | 852               | 67                | -                  | -                       | -                   | -                     |
| CLUBHOUSE RENTALS   | 3,927             | 3,475             | 5,625             | 1,780             | 2,500              | 450                     | 2,500               | -                     |
| INSURANCE PROCEEDS  | 4,832             | -                 | -                 | -                 | -                  | -                       | -                   | -                     |
| FUND BALANCE FORWARD  | -                 | -                 | -                 | -                 | 123,099            | -                       | 126,057             | 2,958                 |
| <b>TOTAL REVENUE</b>  | <b>833,870</b>    | <b>830,252</b>    | <b>820,695</b>    | <b>799,837</b>    | <b>915,644</b>     | <b>771,477</b>          | <b>918,602</b>      | <b>2,958</b>          |
| <b>EXPENDITURES</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| <b>GENERAL ADMINISTRATIVE:</b>                                |                   |                   |                   |                   |                    |                         |                     |                       |
| BOARD OF SUPERVISORS PAYROLL                                  | 6,400             | 7,000             | 6,400             | 8,200             | 12,000             | 3,000                   | 12,000              | -                     |
| PAYROLL TAXES - BOARD OF SUPERVISORS                          | 490               | 536               | 490               | 627               | 919                | 230                     | 919                 | -                     |
| PAYROLL SERVICES - BOARD OF SUPERVISORS                       | 461               | 565               | 722               | 539               | 650                | 197                     | 650                 | -                     |
| MANAGEMENT CONSULTING SERVICES                                | 45,000            | 45,000            | 45,000            | 45,000            | 45,000             | 22,500                  | 45,000              | -                     |
| SALES TAX   | -                 | -                 | -                 | -                 | -                  | 38                      | -                   | -                     |
| <b>OFFICE SUPPLIES</b>  | <b>481</b>        | <b>1,297</b>      | <b>468</b>        | <b>1,859</b>      | <b>500</b>         | <b>3,460</b>            | <b>500</b>          | <b>-</b>              |
| BANK FEES   | 18                | 301               | 292               | 148               | 200                | 158                     | 200                 | -                     |
| MISCELLANEOUS (Postage, copies, phone)                        |                   |                   |                   |                   |                    |                         |                     | -                     |
| CHECKS  | 136               | -                 | -                 | -                 | -                  | -                       | -                   | -                     |
| MAILING   | 39                | -                 | -                 | -                 | 50                 | 40                      | 50                  | -                     |
| SCHOOL SPONSORSHIP  | -                 | 200               | 200               | 200               | 200                | -                       | 200                 | -                     |
| OTHER MISCELLANEOUS   | 159               | -                 | 234               | 463               | 250                | 600                     | 250                 | -                     |
| AUDITING  | 4,123             | 4,223             | 3,200             | 3,250             | 3,450              | -                       | 3,450               | -                     |
| REGULATORY AND PERMIT FEES                                    | 175               | 175               | 175               | 175               | 175                | 175                     | 175                 | -                     |
| LEGAL ADVERTISEMENTS  | 1,504             | 2,828             | 3,569             | 1,864             | 700                | -                       | 700                 | -                     |
| ENGINEERING SERVICES  | -                 | 503               | 4,480             | 1,163             | 5,000              | -                       | 5,000               | -                     |
| LEGAL SERVICES  | 14,306            | 7,162             | 6,170             | 2,324             | 7,500              | 472                     | 7,500               | -                     |
| TECHNOLOGY SERVICES AND WEBSITE ADMIN.                        | 261               | 616               | 1,940             | 2,107             | 1,650              | 1,616                   | 1,650               | -                     |
| <b>TOTAL GENERAL ADMINISTRATIVE</b>                           | <b>73,553</b>     | <b>70,406</b>     | <b>73,339</b>     | <b>67,919</b>     | <b>78,244</b>      | <b>32,486</b>           | <b>78,244</b>       | <b>-</b>              |
| <b>INSURANCE:</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| INSURANCE   | 13,747            | 13,747            | 13,380            | 15,789            | 14,131             | 15,535                  | 17,089              | 2,958                 |
| <b>TOTAL INSURANCE</b>  | <b>13,747</b>     | <b>13,747</b>     | <b>13,380</b>     | <b>15,789</b>     | <b>14,131</b>      | <b>15,535</b>           | <b>17,089</b>       | <b>2,958</b>          |
| <b>DEBT SERVICE ADMINISTRATION:</b>                           |                   |                   |                   |                   |                    |                         |                     |                       |
| DISCLOSURE REPORT   | 1,000             | 1,000             | 1,000             | 1,000             | 1,000              | -                       | 1,000               | -                     |
| ARBITRAGE REBATE  | -                 | 3,250             | 650               | 650               | 650                | 650                     | 650                 | -                     |
| TRUSTEE FEES  | 4,337             | 4,337             | 4,337             | 4,373             | 4,041              | -                       | 4,041               | -                     |
| <b>TOTAL DEBT SERVICE ADMINISTRATION</b>                      | <b>5,337</b>      | <b>8,587</b>      | <b>5,987</b>      | <b>6,023</b>      | <b>5,691</b>       | <b>650</b>              | <b>5,691</b>        | <b>-</b>              |
| <b>UTILITIES:</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| UTILITIES - ELECTRICITY                                       | 110,913           | 112,436           | 105,933           | 110,172           | 123,600            | 54,167                  | 123,600             | -                     |
| UTILITIES - WATER   | 4,778             | 5,574             | 5,557             | 9,988             | 12,000             | 7,010                   | 12,000              | -                     |
| UTILITIES - SOLID WASTE DISPOSAL                              | 1,296             | 1,582             | 1,727             | 2,247             | 2,720              | 525                     | 2,720               | -                     |
| IMPACT FEE ASSESSMENT   | 625               | 625               | 631               | 625               | 650                | 625                     | 650                 | -                     |
| <b>TOTAL UTILITIES</b>  | <b>117,612</b>    | <b>120,217</b>    | <b>113,849</b>    | <b>123,032</b>    | <b>138,970</b>     | <b>62,328</b>           | <b>138,970</b>      | <b>-</b>              |
| <b>SECURITY:</b>  |                   |                   |                   |                   |                    |                         |                     |                       |
| SECURITY SYSTEM - CONTRACT                                    | 120               | 106               | 124               | 119               | 120                | 74                      | 120                 | -                     |
| <b>SECURITY PATROL</b>  | <b>27,901</b>     | <b>22,641</b>     | <b>20,765</b>     | <b>11,064</b>     | <b>25,000</b>      | <b>4,123</b>            | <b>25,000</b>       | <b>-</b>              |
| SECURITY - MISCELLANEOUS (EQUIPMENT<br>REPAIRS & MAINTENANCE) | 1,678             | 2,865             | 546               | -                 | 500                | -                       | 500                 | -                     |
| <b>TOTAL SECURITY</b>   | <b>29,699</b>     | <b>25,612</b>     | <b>21,435</b>     | <b>11,183</b>     | <b>25,620</b>      | <b>4,198</b>            | <b>25,620</b>       | <b>-</b>              |

**STATEMENT 1  
PANTHER TRACE I CDD  
PROPOSED BUDGET FY 2022  
GENERAL FUND (O&M)**

|   | FY 2017<br>ACTUAL   | FY 2018<br>ACTUAL   | FY 2019<br>ACTUAL   | FY 2020<br>ACTUAL   | FY 2021<br>ADOPTED  | FY 2021<br>YTD - MAR 31 | FY 2022<br>PROPOSED | VARIANCE<br>2021-2022 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------------|---------------------|-----------------------|
| <b>PHYSICAL ENVIRONMENT:</b>                              |                     |                     |                     |                     |                     |                         |                     |                       |
| LAKE & POND MAINTENANCE                                   | 12,375              | 12,300              | 18,339              | 20,811              | 20,964              | 10,482                  | 20,964              | -                     |
| LAKE & POND MAINTENANCE - OTHER                           | -                   | 4,290               | 985                 | -                   | 5,500               | 6,200                   | 5,500               | -                     |
| ENTRY & WALLS MAINTENANCE                                 | -                   | -                   | 150                 | 2,579               | 7,500               | 2,675                   | 7,500               | -                     |
| LANDSCAPE MAINTENANCE - CONTRACT                          | 158,664             | 158,664             | 182,408             | 158,664             | 161,065             | 79,332                  | 161,065             | -                     |
| LANDSCAPE MAINTENANCE - CONSULTING                        | 15,120              | 15,120              | 15,120              | 13,860              | 15,120              | 7,560                   | 15,120              | -                     |
| LANDSCAPE - MISCELLANEOUS                                 |                     |                     |                     |                     |                     |                         |                     |                       |
| LANDSCAPE REPLACEMENT (PLANTS, SOD,<br>MULCH, FERTILIZER) | 37,045              | 30,999              | 7,253               | 29,729              | 40,000              | 10,334                  | 40,000              | -                     |
| TREE MAINTENANCE/REMOVAL                                  | 5,770               | 6,625               | 1,348               | 931                 | 5,000               | 960                     | 5,000               | -                     |
| WATER PERMITS   | 12,500              | 6,725               | -                   | -                   | -                   | 1,702                   | -                   | -                     |
| OTHER LANDSCAPE MISCELLANEOUS                             | -                   | 3,587               | 561                 | 4,369               | 5,000               | -                       | 5,000               | -                     |
| IRRIGATION MAINTENANCE                                    | 5,100               | 9,368               | 4,393               | 2,023               | 7,500               | 6,148                   | 7,500               | -                     |
| IRRIGATION USAGE REPORTING                                | -                   | -                   | 2,400               | 2,400               | 2,400               | 800                     | 2,400               | -                     |
| DECORATIVE LIGHT MAINTENANCE                              | -                   | 1,170               | -                   | 150                 | 1,200               | -                       | 1,200               | -                     |
| PAVEMENT REPAIRS  | -                   | -                   | -                   | -                   | 1,000               | -                       | 1,000               | -                     |
| PEST CONTROL  | 960                 | 960                 | 960                 | 960                 | 960                 | 480                     | 960                 | -                     |
| FIELD MANAGER CONTINGENCY                                 | -                   | 5,633               | 344                 | 701                 | 10,000              | 1,540                   | 10,000              | -                     |
| <b>TOTAL PHYSICAL ENVIRONMENT</b>                         | <b>247,534</b>      | <b>255,441</b>      | <b>234,261</b>      | <b>237,176</b>      | <b>283,209</b>      | <b>128,213</b>          | <b>283,209</b>      | <b>-</b>              |
| <b>PARKS AND RECREATION:</b>                              |                     |                     |                     |                     |                     |                         |                     |                       |
| COMMUNICATIONS  | 3,167               | 2,864               | 2,463               | 2,940               | 2,640               | 1,212                   | 2,640               | -                     |
| <b>CLUBHOUSE STAFF</b>                                    | <b>67,227</b>       | <b>68,053</b>       | <b>67,984</b>       | <b>79,138</b>       | <b>70,103</b>       | <b>36,800</b>           | <b>70,103</b>       | <b>-</b>              |
| CLUBHOUSE STAFF TAXES                                     | 5,133               | 5,992               | 5,178               | 5,325               | 5,363               | 2,949                   | 5,363               | -                     |
| UNEMPLOYMENT INSURANCE                                    | 1,059               | -                   | 217                 | 231                 | 1,200               | -                       | 1,200               | -                     |
| CLUBHOUSE WORKMENS COMP INSURANCE                         | 1,132               | 1,189               | 1,183               | 1,216               | 1,250               | 589                     | 1,250               | -                     |
| CLUBHOUSE STAFF PAYROLL FEES                              | 2,808               | 2,828               | 2,794               | 2,862               | 3,000               | 1,390                   | 3,000               | -                     |
| CLUB FACILITY - INTERIOR FURNISHINGS                      | 1,412               | 540                 | -                   | -                   | 1,500               | -                       | 1,500               | -                     |
| CLUB FACILITY MAINTENANCE                                 | 15,443              | 10,338              | 13,600              | 9,431               | 18,000              | 9,083                   | 18,000              | -                     |
| POOL MAINTENANCE - CONTRACT                               | 11,100              | 11,100              | 11,100              | 11,100              | 11,200              | 5,350                   | 11,200              | -                     |
| POOL MAINTENANCE - OTHER                                  | 4,160               | 6,416               | 4,106               | 2,794               | 6,000               | 2,687                   | 6,000               | -                     |
| POOL PERMIT   | 275                 | 275                 | 275                 | 275                 | 275                 | -                       | 275                 | -                     |
| CLUBHOUSE SUPPLIES  | 2,162               | 3,520               | 1,127               | 3,803               | 2,500               | -                       | 2,500               | -                     |
| PARK FACILITY MAINTENANCE                                 | 2,551               | 5,807               | 1,274               | 3,789               | 4,163               | -                       | 4,163               | -                     |
| <b>CAPITAL IMPROVEMENTS</b>                               | <b>6,400</b>        | <b>-</b>            | <b>9,650</b>        | <b>5,586</b>        | <b>135,000</b>      | <b>128,894</b>          | <b>135,000</b>      | <b>-</b>              |
| SPECIAL EVENTS  | 19,187              | 19,283              | 21,648              | 7,933               | 25,000              | 10,448                  | 25,000              | -                     |
| DECORATIVE LIGHT/ HOLIDAY                                 | 1,635               | 160                 | 927                 | 1,623               | 2,000               | -                       | 2,000               | -                     |
| MISCELLANEOUS   |                     |                     |                     | 190                 |                     |                         |                     | -                     |
| STORAGE   | 900                 | 907                 | 949                 | 557                 | 984                 | -                       | 984                 | -                     |
| SIGNS   | 417                 | 33                  | -                   | -                   | -                   | -                       | -                   | -                     |
| OTHER AMENITY CENTER REPAIRS &<br>MAINTENANCE             | 23                  | 13,614              | 131                 | -                   | 6,600               | -                       | 6,600               | -                     |
| <b>TOTAL PARKS AND RECREATION</b>                         | <b>146,191</b>      | <b>152,919</b>      | <b>144,606</b>      | <b>138,795</b>      | <b>296,778</b>      | <b>199,403</b>          | <b>296,778</b>      | <b>-</b>              |
| <b>RESERVES</b>   |                     |                     |                     |                     |                     |                         |                     |                       |
| <b>CAPITAL ASSET RESERVES</b>                             | <b>-</b>            | <b>135,885</b>      | <b>70,900</b>       | <b>-</b>            | <b>73,000</b>       | <b>-</b>                | <b>73,000</b>       | <b>-</b>              |
| <b>TOTAL RESERVES</b>                                     | <b>-</b>            | <b>135,885</b>      | <b>70,900</b>       | <b>-</b>            | <b>73,000</b>       | <b>-</b>                | <b>73,000</b>       | <b>-</b>              |
| <b>TOTAL EXPENDITURES</b>                                 | <b>633,673</b>      | <b>782,814</b>      | <b>677,756</b>      | <b>599,916</b>      | <b>915,644</b>      | <b>442,811</b>          | <b>918,602</b>      | <b>2,958</b>          |
| <b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>             | <b>200,197</b>      | <b>47,437</b>       | <b>142,939</b>      | <b>199,920</b>      | <b>-</b>            | <b>328,665</b>          | <b>-</b>            | <b>-</b>              |
| FUND BALANCE - BEGINNING                                  | 1,183,937           | 1,384,134           | 1,431,572           | 1,574,510           | 1,574,510           | 1,647,510               | 1,574,510           | -                     |
| INCREASE IN RESERVES FOR RENEWAL                          | -                   | -                   | 70,900              | -                   | 73,000              | -                       | 73,000              | -                     |
| DECREASE FOR FUND BALANCE FORWARD                         | -                   | -                   | -                   | -                   | -                   | -                       | (126,057)           | -                     |
| <b>FUND BALANCE - ENDING</b>                              | <b>\$ 1,384,134</b> | <b>\$ 1,431,572</b> | <b>\$ 1,574,510</b> | <b>\$ 1,774,430</b> | <b>\$ 1,647,510</b> | <b>\$ 1,976,175</b>     | <b>\$ 1,521,453</b> | <b>\$ -</b>           |

Assessment Note: Following the adoption of the general fund and debt service budgets, the District will prepare an assessment roll based on the County Property Appraiser's final list of property owners as of a certain "date of record". The District will allocate assessments to property owners as of this "date of record" and will utilize the appropriate on-roll and off-roll collection methods to collect its assessments. As a result of this process, the on-roll and off-roll assessments and related collection costs may vary from the adopted budgets.



# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY                   | VENDOR   | SERVICE PROVIDED                               | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)  |
|--|--|--|---------------------------|--|
| <b>EXPENDITURES GENERAL ADMINISTRATIVE:</b>    |  |  |                           |  |
| BOARD OF SUPERVISORS PAYROLL                   | BOARD OF SUPERVISORS                                   | LEGISLATIVE                                    | \$ 12,000                 | PER MEETING. 5 BOARD MEMBERS @ 200 EACH  |
| PAYROLL TAXES, BOS                             | FICA & FUTA  | TAXES  | \$ 919                    | PAYROLL TAXED AT 7.65% (Board Of Supervisors)  |
| PAYROLL SERVICES-BOS                           | INNOVATIVE   | PAYROLL PROCESSING SERVICES                    | \$ 650                    | APPROXIMATES \$50 PER PAY PERIOD & YE PROCESSING OF \$50   |
| MANAGEMENT CONSULTING SERVICES                 | DPFG   | DISTRICT MANAGEMENT                            | \$ 45,000                 | SEE DPFG AGREEMENT   |
| SALES TAX                                      | TAX FROM CLUBHOUSE RENTALS                             | TAXES  | \$ -                      | CONSIDERED AS PART OF RENTAL REVENUE RECEIVED  |
| OFFICE SUPPLIES                                | VARIOUS  | MISCELLANEOUS OFFICE EXPENDITURES              | \$ 500                    | ESTIMATED  |
| BANK FEES                                      | BANK UNITED  | FEES FOR BANKING SERVICES                      | \$ 200                    | AMOUNT IS FOR MISC ITEMS SUCH AS PRINTED CHECKS OR ANY RETURNED DEPOSITS   |
| MISCELLANEOUS:                                 |  |  |                           |  |
| MAILING  | VARIOUS  | ADMINISTRATIVE MAILING                         | \$ 50                     | ESTIMATED  |
| SCHOOL SPONSORSHIPS                            | VARIOUS  | SPONSORSHIPS FOR COLLINS ELEMENTARY            | \$ 200                    | ESTIMATED  |
| OTHER MISCELLANEOUS                            | VARIOUS  | OTHER MISCELLANEOUS ADMINISTRATIVE SERVICES    | \$ 250                    | ESTIMATED  |
| AUDITING                                       | DMHB   | ANNUAL AUDIT                                   | \$ 3,450                  | Amount for FY 20 is \$3,450. The Board will need to go out for RFP   |
| REGULATORY AND PERMIT FEES                     | FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITIES           | SPECIAL DISTRICT ANNUAL FILING FEE             | \$ 175                    | STATUTORILY FIXED  |
| LEGAL ADVERTISEMENTS                           | TAMPA BAY TIMES  | PROVIDE PUBLIC NOTICE                          | \$ 700                    | ESTIMATED; X3 PUBLIC HEARINGS, X1 YEARLY MEETING SCHEDULE  |
| ENGINEERING SERVICES                           | STANTEC CONSULTING (PREVIOUSLY KNOWN AS WILSON MILLER) | DISTRICT ENGINEER                              | \$ 5,000                  | ESTIMATED; SEE STANTEC AGREEMENT   |
| LEGAL SERVICES                                 | STRALEY & ROBIN  | DISTRICT ATTORNEY                              | \$ 7,500                  | ESTIMATED; \$140-225 PER HOUR  |
| TECHNOLOGY SERVICES AND WEBSITE ADMINISTRATION | NETWORK SOLUTIONS                                      | WEBSITE ADMIN                                  | \$ 1,650                  | CAMPUS SUITE - \$900 INCLUDES WEBSITE COMPLIANCE & REMEDIATION OF 750 DOCUMENTS. DPFG REMEDIATION MITIGATION IS \$500 ANNUALLY. BUDGETED \$250 FOR ANY UNKNOWN REMEDIATION |
|  |  |  | \$ 78,244                 |  |
| INSURANCE (Property, Casualty & Auto)          | EGIS   | DISTRICT INSURANCE (PROPERTY, CASUALTY & AUTO) | \$ 17,089.00              | CONFIRMED WITH EGIS  |

# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY       | VENDOR                              | SERVICE PROVIDED                         | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)   |
|------------------------------------|-------------------------------------|--|---------------------------|---|
| <b>DEBT SERVICE ADMINISTRATION</b> |                                     |  |                           |   |
| DISCLOSURE REPORT                  | PRAEGER SEALY                       | DISSEMINATION OF BOND INFORMATION        | \$ 1,000.00               | PER PRAGER AGREEMENT. DISCLOSURE REPORT IS DONE APRIL OF EACH YEAR  |
| ARBITRAGE REBATE                   | LLS TAX SOLUTIONS                   | ARBITRAGE REBATE CALCULATION             | \$ 650.00                 | CONTACTED LLS TAX SOLUTIONS TO CONFIRM  |
| TRUSTEE FEES                       | US BANK                             | BOND TRUSTEE SERVICES                    | \$ 4,041.00               | CONFIRMED WITH TRUSTEE  |
|                                    |                                     |  | \$ 5,691.00               |   |
| <b>UTILITIES</b>                   |                                     |  |                           |   |
| UTILITIES - ELECTRICITY            | TAMPA ELECTRIC COMPANY (TECO)       | GENERAL ELECTRICITY                      | \$ 123,600.00             | Estimated; Price increase from .03224 per kw to .06216 per kw, prince went into effect late 2017. Bills arrive first week of the ensuing month                      |
| UTILITIES - WATER                  | HILLSBOROUGH COUNTRY                | WATER/SEWER UTILITY                      | \$ 12,000.00              | ESTIMATED;BASED ON ACTUAL EXPENDITURES  |
| UTILITIES - SOLID WASTE DISPOSAL   | REPUBLIC SERVICES                   | SOLID WASTE DISPOSAL                     | \$ 2,720.00               | Services \$210 per month. Specialty pickup is at \$100. Appropriation includes 2 special pickups.   |
| IMPACT FEE ASSESSMENT              | BOARD OF COUNTY COMMISSIONERS       | FOLIO 077452.5028                        | \$ 650.00                 |   |
|                                    |                                     |  | \$ 138,970.00             |   |
| <b>SECURITY</b>                    |                                     |  |                           |   |
| SECURITY SYSTEM - CONTRACT         | ADT SECURITY SERVICES               | MONTHLY SECURITY MONITORING              | \$ 120.00                 | FIXED RATE  |
| SECURITY PATROL - PRIVATE          | CBM SERVICES GROUP                  | SECURITY PATROL                          | \$ 25,000.00              | 8 MONTHS AT 150 HOURS EA (1,200 HOURS), SUMMER & SPRING AT \$13.29 PER HOUR. Expired 12/31/17   |
| SECURITY - MISC                    | MHD                                 |  | \$ 500.00                 | MISCELLANEOUS AS NEEDED   |
|                                    |                                     |  | \$ 25,620.00              |   |
| <b>PHYSICAL ENVIRONMENT</b>        |                                     |  |                           |   |
| LAKE & POND MAINTENANCE            | AQUATIC SYSTEMS                     | LAKE MAINTENANCE                         | \$ 20,964.00              | FIXED RATE OF \$1,747 MONTHLY. RAY , do we h ave a new ontract for this/ Rate increased in February   |
| LAKE MAINTENANCE - OTHER           | AQUATIC SYSTEMS                     | LAKE MAINTENANCE                         | \$ 5,500.00               | ESTIMATED; NON-ROUTINE SERVICES NOT ANTICIPATED UNDER AGREEMENT WITH AQUATIC SYSTEMS SUCH AS POND BANK EROSION. Ray, have they checked for erosion.                 |
| ENTRY & WALLS MAINTENANCE          | DAD SERVICES                        | MAINTENANCE TO ENTRY AND WALL            | \$ 7,500.00               | ESTIMATED AS NEEDED FOR ITEMS LIKE PRESSURE WASHING.  |
| LANDSCAPE MAINTENANCE - CONTRACT   | LANDSCAPE MAINTNENCE PROFESSIONALS  | LANDSCAPE MAINTENANCE                    | \$ 161,065.00             | CONTRACT IS \$13,222 MONTHLY FOR BASE SERVICE, EXPIRES 11/15/2018. Ray do we h ave a new contract   |
| LANDSCAPE MAINTENANCE - CONSULTING | OLM INC.                            | LANDSCAPE INSPECTION                     | \$ 15,120.00              | PURSUANT TO FY 2018 AMENDMENT AGREEMENT, CONTRACT AUTO RENEWS AT \$1,260 PER MONTH  |
| LANDSCAPE REPLACEMENT              | LANDSCAPE MAINTENANCE PROFESSIONALS | PLANTS, SOD, MULCH, FERTILIZER           | \$ 40,000.00              | LANDSCAPING BASED ON NEED, ANNUALS ARE \$2,923 PER ROTATION, MULCH IS \$14,975. VOLLEYBALL COURT SAND IS \$3,060. Ray do you have a new agreement for these amounts |
| TREE MAINTENANCE/REMOVAL           | LANDSCAPE MAINTENANCE PROFESSIONALS | TRIMMING                                 | \$ 5,000.00               | ESTIMATED   |
| OTHER MAINTENANCE                  | LANDSCAPE MAINTENANCE PROFESSIONALS | MISCELLANEOUS LANDSCAPING MAINTENANCE    | \$ 5,000.00               | ESTIMATED   |
| IRRIGATION MAINTENANCE             | LANDSCAPE MAINTENANCE PROFESSIONALS | LANDSCAPE MAINTENANCE-IRRIGATION REPAIRS | \$ 7,500.00               | ESTIMATED; IRRIGATION REPAIRS. Ray want me to raise this to 10K   |
| IRRIGATION USAGE REPORTING         | LANDSCAPE MAINTENANCE PROFESSIONALS | SWFMWD REPORTING REQUIREMENT             | \$ 2,400.00               | \$200/MO FOR MONTHLY USAGE MONITORING SERVICES.   |
| DECORATIVE LIGHT MAINTENANCE       | DAD SERVICES                        | LIGHTING MAINTENANCE                     | \$ 1,200.00               | ESTIMATED   |

# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY            | VENDOR                           | SERVICE PROVIDED                                   | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)  |
|---|----------------------------------|--|---------------------------|--|
| PAVEMENT REPAIRS                        | VARIOUS                          | REPAIRS TO PAVEMENT                                | \$ 1,000.00               | ESTIMATED  |
| PEST CONTROL                            | NVIROTECT PEST CONTROL           | PEST CONTROL                                       | \$ 960.00                 | \$80 PER MONTH + EXTRA SERVICE   |
| FIELD CONTINGENCY                       | VARIOUS                          | UNFORSEEN FIELD EXPENDITURES                       | \$ 10,000.00              | ESTIMATED  |
|   |                                  |  | \$ 283,209.00             |  |
| <b>PARKS AND RECREATION</b>             |                                  |  |                           |  |
| COMMUNICATIONS                          | SPECTRUM                         | PHONE AND INTERNET SERVICE                         | \$ 2,640.00               | ESTIMATED; SPECTRUM APPROXIMATES \$145/MO 1ST CONTRACT YEAR AND \$145/MO THEREAFTER, MONTHLY AND CELL PHONE FOR AMENITY DIRECTOR IS \$75 MONTHLY |
| CLUBHOUSE STAFF                         | CDD ON-SITE STAFFING             | PROPERTY & CLUBHOUSE MANAGEMENT                    | \$ 70,103.09              | PAYROLL.   |
| CLUBHOUSE STAFF TAXES - FICA            | DECISION HR                      |  | \$ 5,362.89               | 7.65% OF TOTAL PAYROLL   |
| CLUBHOUSE UNEMPLOYMENT INSURANCE        | DECISION HR                      |  | \$ 1,200.00               |  |
| CLUBHOUSE STAFF WORKMENS COMP           | DECISION HR                      |  | \$ 1,250.00               | APPROXIMATES \$48 PER PAYROLL, ASSUMES 26 PAYROLLS   |
| CLUBHOUSE STAFF PAYROLL PROCESSING FEES | DECISION HR                      |  | \$ 3,000.00               | APPROXIMATES \$115 PER PAYROLL, ASSUMES 26 PAYROLLS  |
| CLUB FACILITY - INTERIOR FURNISHINGS    | VARIOUS                          | INTERIOR FURNISHINGS FOR CLUBHOUSE                 | \$ 1,500.00               | ESTIMATED  |
| CLUB FACILITY MAINTENANCE               | SUZANNA KIMBALL-CLEANING SERVICE | CLUB FACILITY CLEANING                             | \$ 18,000.00              | WEEKLY FIXED TREND OF \$125, PLUS ADDITIONAL FOR MISC LIKE PRESSURE WASHING & GROUT CLEANING   |
| POOL MAINTENANCE - CONTRACT             | ZEBRA CLEANING                   | POOL MAINTENANCE                                   | \$ 11,200.00              | SEE ZEBRA AGREEMENT; \$975 MAR - SEP, \$825 NOV.-FEB.  |
| POOL MAINTENANCE - OTHER                | ZEBRA CLEANING                   | MISCELLANEOUS POOL MAINTENANCE                     | \$ 6,000.00               | ESTIMATED; NON-ROUTINE SERVICES SUCH AS FILTER GRIDS WHICH WERE \$1,700 IN APRIL 2016  |
| POOL MAINTENANCE - OTHER                | ZEBRA CLEANING                   | OTHER POOL MAINTENANCE                             | \$ -                      | VARIOUS POOL SUPPLIES & REPAIRS  |
| POOL PERMIT                             | HILLSBOROUGH COUNTY HEALTH DEPT. | POOL PERMIT  | \$ 275.00                 | PERMIT REQUIRED FOR POOL \$275 PER YEAR  |
| CLUBHOUSE SUPPLIES                      | VARIOUS                          | MISCELLANEOUS CLUBHOUSE SUPPLIES                   | \$ 2,500.00               | ESTIMATED  |
| PARK FACILITY MAINTENANCE               | VARIOUS                          | MISCELLANEOUS PARK FACILITY MAINTENANCE            | \$ 4,163.00               | ESTIMATED INCLUDING HOG REMOVAL  |
| CAPITAL IMPROVEMENTS                    | VARIOUS                          | MISCELLANEOUS CAPITAL IMPROVEMENTS                 | \$ 135,000.00             | ESTIMATED FOR PLAYGROUND   |
| SPECIAL EVENTS                          | VARIOUS                          | MISCELLANEOUS SUPPLIES/SERVICES FOR SPECIAL EVENTS | \$ 25,000.00              | ESTIMATED; VENDORS INCLUDE CHOW BELLA CATERING, TAMPA BOUNCE, DND JUST 4 FUN, ETC.   |
| DECORATIVE LIGHT/HOLIDAY                |                                  |  | \$ 2,000.00               | Based on PY expenditures   |
| STORAGE                                 | CENTURY STORAGE                  |  | \$ 984.00                 | Contract increased   |
| SIGNS                                   | VARIOUS                          |  | \$ -                      |  |
| OTHER AMENITY CENTER REPAIRS            | VARIOUS                          |  | \$ 6,600.00               |  |
| TOTAL                                   |                                  |  | \$ 296,777.98             |  |
| RESERVES                                |                                  |  | \$ 73,000.00              | RESERVE STUDY. RAY THE RESERVE REPORT HAS DISAPPEARED. THOUGHTS????  |

**STATEMENT 3**  
**PANTHER TRACE PHASE 1 CDD**  
**PROPOSED BUDGET FY 2022**  
**DEBT SERVICE ASSESSMENT**  
**\$2,960,000 Special Assessment Refunding Note, Series 2020**

|   | <b>FY 2022<br/>PROPOSED</b> |
|---|-----------------------------|
| <b>REVENUE</b>                                      |                             |
| ASSESSMENTS ON-ROLL                                 | \$299,964                   |
| INTEREST--INVESTMENT                                | -                           |
| DISCOUNT (ASSESSMENTS)                              | (11,999)                    |
| <b>TOTAL REVENUE</b>                                | <b>287,966</b>              |
| <b>EXPENDITURES</b>                                 |                             |
| COUNTY-COLLECTION FEES (ASSESSMENTS)                | 5,999                       |
| INTEREST EXPENSE                                    |                             |
| May 1, 2022   | 44,459                      |
| November 1, 2022                                    | 41,329                      |
| PRINCIPAL RETIREMENT                                |                             |
| May 1, 2022   | 195,000                     |
| <b>TOTAL EXPENDITURES</b>                           | <b>286,787</b>              |
| <b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b> | <b>1,179</b>                |
| <b>FUND BALANCE ENDING</b>                          | <b>1,179</b>                |

**STATEMENT 4**  
**PANTHER TRACE CDD**  
**DEBT SERVICE SCHEDULE**  
**\$2,960,000 Special Assessment Refunding Note, Series 2020**

| <b>Period<br/>Ending</b> | <b>Principal</b> | <b>Coupon</b> | <b>Interest</b> | <b>Debt Service</b>  | <b>Annual Debt<br/>Service</b> | <b>Bonds<br/>Outstanding</b> |
|--------------------------|------------------|---------------|-----------------|----------------------|--------------------------------|------------------------------|
| 3/24/2020                |                  |               |                 |                      |                                | 2,960,000                    |
| 5/1/2020                 |                  | 3.2100%       | 9,766           | 9,766                |                                | 2,960,000                    |
| 11/1/2020                | -                | 3.2100%       | 47,508          | 47,508               | 57,274                         | 2,960,000                    |
| 5/1/2021                 | 190,000          | 3.2100%       | 47,508          | 237,508              |                                | 2,770,000                    |
| 11/1/2021                | -                | 3.2100%       | 44,459          | 44,459               | 281,967                        | 2,770,000                    |
| 5/1/2022                 | 195,000          | 3.2100%       | 44,459          | 239,459              |                                | 2,575,000                    |
| 11/1/2022                | -                | 3.2100%       | 41,329          | 41,329               | 280,787                        | 2,575,000                    |
| 5/1/2023                 | 200,000          | 3.2100%       | 41,329          | 241,329              |                                | 2,375,000                    |
| 11/1/2023                | -                | 3.2100%       | 38,119          | 38,119               | 279,448                        | 2,375,000                    |
| 5/1/2024                 | 205,000          | 3.2100%       | 38,119          | 243,119              |                                | 2,170,000                    |
| 11/1/2024                | -                | 3.2100%       | 34,829          | 34,829               | 277,947                        | 2,170,000                    |
| 5/1/2025                 | 215,000          | 3.2100%       | 34,829          | 249,829              |                                | 1,955,000                    |
| 11/1/2025                | -                | 3.2100%       | 31,378          | 31,378               | 281,206                        | 1,955,000                    |
| 5/1/2026                 | 220,000          | 3.2100%       | 31,378          | 251,378              |                                | 1,735,000                    |
| 11/1/2026                | -                | 3.2100%       | 27,847          | 27,847               | 279,225                        | 1,735,000                    |
| 5/1/2027                 | 225,000          | 3.2100%       | 27,847          | 252,847              |                                | 1,510,000                    |
| 11/1/2027                | -                | 3.2100%       | 24,236          | 24,236               | 277,082                        | 1,510,000                    |
| 5/1/2028                 | 235,000          | 3.2100%       | 24,236          | 259,236              |                                | 1,275,000                    |
| 11/1/2028                | -                | 3.2100%       | 20,464          | 20,464               | 279,699                        | 1,275,000                    |
| 5/1/2029                 | 240,000          | 3.2100%       | 20,464          | 260,464              |                                | 1,035,000                    |
| 11/1/2029                | -                | 3.2100%       | 16,612          | 16,612               | 277,076                        | 1,035,000                    |
| 5/1/2030                 | 250,000          | 3.2100%       | 16,612          | 266,612              |                                | 785,000                      |
| 11/1/2030                | -                | 3.2100%       | 12,599          | 12,599               | 279,211                        | 785,000                      |
| 5/1/2031                 | 255,000          | 3.2100%       | 12,599          | 267,599              |                                | 530,000                      |
| 11/1/2031                | -                | 3.2100%       | 8,507           | 8,507                | 276,106                        | 530,000                      |
| 5/1/2032                 | 260,000          | 3.2100%       | 8,507           | 268,507              |                                | 270,000                      |
| 11/1/2032                | -                | 3.2100%       | 4,334           | 4,334                | 272,840                        | 270,000                      |
| 5/1/2033                 | 270,000          | 3.2100%       | 4,334           | 274,334              |                                | -                            |
| 11/1/2033                | -                | 3.2100%       | -               | -                    | 274,334                        | -                            |
|                          | <b>2,960,000</b> |               | <b>714,200</b>  | <b>3,674,200</b>     | <b>3,674,200</b>               |                              |
|                          |                  |               |                 | MADS                 | 281,967                        |                              |
|                          |                  |               |                 | Average annual assmt | 262,443                        |                              |

# EXHIBIT 5

## RESOLUTION 2021-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; 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, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (**“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 SUPERVISORS OF THE PANTHER TRACE COMMUNITY DEVELOPMENT 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 the following date, hour, and location:

DATE: July 27, 2021

HOUR: 7:30 p.m.

LOCATION: Panther Trace Clubhouse  
12515 Bramfield Drive  
Riverview, Florida

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 MAY 25, 2021.**

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 2021/2022**



**STATEMENT 1  
PANTHER TRACE I CDD  
PROPOSED BUDGET FY 2022  
GENERAL FUND (O&M)**

|   | FY 2017<br>ACTUAL | FY 2018<br>ACTUAL | FY 2019<br>ACTUAL | FY 2020<br>ACTUAL | FY 2021<br>ADOPTED | FY 2021<br>YTD - MAR 31 | FY 2022<br>PROPOSED | VARIANCE<br>2021-2022 |
|---|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------------|---------------------|-----------------------|
| <b>REVENUE</b>  |                   |                   |                   |                   |                    |                         |                     |                       |
| SPECIAL ASSESSMENTS   | \$ 815,099        | \$ 817,587        | \$ 790,570        | \$ 790,490        | \$ 787,745         | \$ 769,793              | \$ 787,745          | \$ -                  |
| INTEREST REVENUE  | 5,373             | 6,266             | 22,942            | 7,296             | 2,000              | 1,104                   | 2,000               | -                     |
| MISCELLANEOUS REVENUE   | 4,394             | 2,478             | 706               | 204               | 300                | 130                     | 300                 | -                     |
| CLUBHOUSE SECURIY OFFICER FEE                                 | 245               | 446               | 852               | 67                | -                  | -                       | -                   | -                     |
| CLUBHOUSE RENTALS   | 3,927             | 3,475             | 5,625             | 1,780             | 2,500              | 450                     | 2,500               | -                     |
| INSURANCE PROCEEDS  | 4,832             | -                 | -                 | -                 | -                  | -                       | -                   | -                     |
| FUND BALANCE FORWARD  | -                 | -                 | -                 | -                 | 123,099            | -                       | 126,057             | 2,958                 |
| <b>TOTAL REVENUE</b>  | <b>833,870</b>    | <b>830,252</b>    | <b>820,695</b>    | <b>799,837</b>    | <b>915,644</b>     | <b>771,477</b>          | <b>918,602</b>      | <b>2,958</b>          |
| <b>EXPENDITURES</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| <b>GENERAL ADMINISTRATIVE:</b>                                |                   |                   |                   |                   |                    |                         |                     |                       |
| BOARD OF SUPERVISORS PAYROLL                                  | 6,400             | 7,000             | 6,400             | 8,200             | 12,000             | 3,000                   | 12,000              | -                     |
| PAYROLL TAXES - BOARD OF SUPERVISORS                          | 490               | 536               | 490               | 627               | 919                | 230                     | 919                 | -                     |
| PAYROLL SERVICES - BOARD OF SUPERVISORS                       | 461               | 565               | 722               | 539               | 650                | 197                     | 650                 | -                     |
| MANAGEMENT CONSULTING SERVICES                                | 45,000            | 45,000            | 45,000            | 45,000            | 45,000             | 22,500                  | 45,000              | -                     |
| SALES TAX   | -                 | -                 | -                 | -                 | -                  | 38                      | -                   | -                     |
| <b>OFFICE SUPPLIES</b>  | <b>481</b>        | <b>1,297</b>      | <b>468</b>        | <b>1,859</b>      | <b>500</b>         | <b>3,460</b>            | <b>500</b>          | <b>-</b>              |
| BANK FEES   | 18                | 301               | 292               | 148               | 200                | 158                     | 200                 | -                     |
| MISCELLANEOUS (Postage, copies, phone)                        |                   |                   |                   |                   |                    |                         |                     | -                     |
| CHECKS  | 136               | -                 | -                 | -                 | -                  | -                       | -                   | -                     |
| MAILING   | 39                | -                 | -                 | -                 | 50                 | 40                      | 50                  | -                     |
| SCHOOL SPONSORSHIP  | -                 | 200               | 200               | 200               | 200                | -                       | 200                 | -                     |
| OTHER MISCELLANEOUS   | 159               | -                 | 234               | 463               | 250                | 600                     | 250                 | -                     |
| AUDITING  | 4,123             | 4,223             | 3,200             | 3,250             | 3,450              | -                       | 3,450               | -                     |
| REGULATORY AND PERMIT FEES                                    | 175               | 175               | 175               | 175               | 175                | 175                     | 175                 | -                     |
| LEGAL ADVERTISEMENTS  | 1,504             | 2,828             | 3,569             | 1,864             | 700                | -                       | 700                 | -                     |
| ENGINEERING SERVICES  | -                 | 503               | 4,480             | 1,163             | 5,000              | -                       | 5,000               | -                     |
| LEGAL SERVICES  | 14,306            | 7,162             | 6,170             | 2,324             | 7,500              | 472                     | 7,500               | -                     |
| TECHNOLOGY SERVICES AND WEBSITE ADMIN.                        | 261               | 616               | 1,940             | 2,107             | 1,650              | 1,616                   | 1,650               | -                     |
| <b>TOTAL GENERAL ADMINISTRATIVE</b>                           | <b>73,553</b>     | <b>70,406</b>     | <b>73,339</b>     | <b>67,919</b>     | <b>78,244</b>      | <b>32,486</b>           | <b>78,244</b>       | <b>-</b>              |
| <b>INSURANCE:</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| INSURANCE   | 13,747            | 13,747            | 13,380            | 15,789            | 14,131             | 15,535                  | 17,089              | 2,958                 |
| <b>TOTAL INSURANCE</b>  | <b>13,747</b>     | <b>13,747</b>     | <b>13,380</b>     | <b>15,789</b>     | <b>14,131</b>      | <b>15,535</b>           | <b>17,089</b>       | <b>2,958</b>          |
| <b>DEBT SERVICE ADMINISTRATION:</b>                           |                   |                   |                   |                   |                    |                         |                     |                       |
| DISCLOSURE REPORT   | 1,000             | 1,000             | 1,000             | 1,000             | 1,000              | -                       | 1,000               | -                     |
| ARBITRAGE REBATE  | -                 | 3,250             | 650               | 650               | 650                | 650                     | 650                 | -                     |
| TRUSTEE FEES  | 4,337             | 4,337             | 4,337             | 4,373             | 4,041              | -                       | 4,041               | -                     |
| <b>TOTAL DEBT SERVICE ADMINISTRATION</b>                      | <b>5,337</b>      | <b>8,587</b>      | <b>5,987</b>      | <b>6,023</b>      | <b>5,691</b>       | <b>650</b>              | <b>5,691</b>        | <b>-</b>              |
| <b>UTILITIES:</b>   |                   |                   |                   |                   |                    |                         |                     |                       |
| UTILITIES - ELECTRICITY                                       | 110,913           | 112,436           | 105,933           | 110,172           | 123,600            | 54,167                  | 123,600             | -                     |
| UTILITIES - WATER   | 4,778             | 5,574             | 5,557             | 9,988             | 12,000             | 7,010                   | 12,000              | -                     |
| UTILITIES - SOLID WASTE DISPOSAL                              | 1,296             | 1,582             | 1,727             | 2,247             | 2,720              | 525                     | 2,720               | -                     |
| IMPACT FEE ASSESSMENT   | 625               | 625               | 631               | 625               | 650                | 625                     | 650                 | -                     |
| <b>TOTAL UTILITIES</b>  | <b>117,612</b>    | <b>120,217</b>    | <b>113,849</b>    | <b>123,032</b>    | <b>138,970</b>     | <b>62,328</b>           | <b>138,970</b>      | <b>-</b>              |
| <b>SECURITY:</b>  |                   |                   |                   |                   |                    |                         |                     |                       |
| SECURITY SYSTEM - CONTRACT                                    | 120               | 106               | 124               | 119               | 120                | 74                      | 120                 | -                     |
| <b>SECURITY PATROL</b>  | <b>27,901</b>     | <b>22,641</b>     | <b>20,765</b>     | <b>11,064</b>     | <b>25,000</b>      | <b>4,123</b>            | <b>25,000</b>       | <b>-</b>              |
| SECURITY - MISCELLANEOUS (EQUIPMENT<br>REPAIRS & MAINTENANCE) | 1,678             | 2,865             | 546               | -                 | 500                | -                       | 500                 | -                     |
| <b>TOTAL SECURITY</b>   | <b>29,699</b>     | <b>25,612</b>     | <b>21,435</b>     | <b>11,183</b>     | <b>25,620</b>      | <b>4,198</b>            | <b>25,620</b>       | <b>-</b>              |

**STATEMENT 1  
PANTHER TRACE I CDD  
PROPOSED BUDGET FY 2022  
GENERAL FUND (O&M)**

|   | FY 2017<br>ACTUAL   | FY 2018<br>ACTUAL   | FY 2019<br>ACTUAL   | FY 2020<br>ACTUAL   | FY 2021<br>ADOPTED  | FY 2021<br>YTD - MAR 31 | FY 2022<br>PROPOSED | VARIANCE<br>2021-2022 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------------|---------------------|-----------------------|
| <b>PHYSICAL ENVIRONMENT:</b>                              |                     |                     |                     |                     |                     |                         |                     |                       |
| LAKE & POND MAINTENANCE                                   | 12,375              | 12,300              | 18,339              | 20,811              | 20,964              | 10,482                  | 20,964              | -                     |
| LAKE & POND MAINTENANCE - OTHER                           | -                   | 4,290               | 985                 | -                   | 5,500               | 6,200                   | 5,500               | -                     |
| ENTRY & WALLS MAINTENANCE                                 | -                   | -                   | 150                 | 2,579               | 7,500               | 2,675                   | 7,500               | -                     |
| LANDSCAPE MAINTENANCE - CONTRACT                          | 158,664             | 158,664             | 182,408             | 158,664             | 161,065             | 79,332                  | 161,065             | -                     |
| LANDSCAPE MAINTENANCE - CONSULTING                        | 15,120              | 15,120              | 15,120              | 13,860              | 15,120              | 7,560                   | 15,120              | -                     |
| LANDSCAPE - MISCELLANEOUS                                 |                     |                     |                     |                     |                     |                         |                     |                       |
| LANDSCAPE REPLACEMENT (PLANTS, SOD,<br>MULCH, FERTILIZER) | 37,045              | 30,999              | 7,253               | 29,729              | 40,000              | 10,334                  | 40,000              | -                     |
| TREE MAINTENANCE/REMOVAL                                  | 5,770               | 6,625               | 1,348               | 931                 | 5,000               | 960                     | 5,000               | -                     |
| WATER PERMITS   | 12,500              | 6,725               | -                   | -                   | -                   | 1,702                   | -                   | -                     |
| OTHER LANDSCAPE MISCELLANEOUS                             | -                   | 3,587               | 561                 | 4,369               | 5,000               | -                       | 5,000               | -                     |
| IRRIGATION MAINTENANCE                                    | 5,100               | 9,368               | 4,393               | 2,023               | 7,500               | 6,148                   | 7,500               | -                     |
| IRRIGATION USAGE REPORTING                                | -                   | -                   | 2,400               | 2,400               | 2,400               | 800                     | 2,400               | -                     |
| DECORATIVE LIGHT MAINTENANCE                              | -                   | 1,170               | -                   | 150                 | 1,200               | -                       | 1,200               | -                     |
| PAVEMENT REPAIRS  | -                   | -                   | -                   | -                   | 1,000               | -                       | 1,000               | -                     |
| PEST CONTROL  | 960                 | 960                 | 960                 | 960                 | 960                 | 480                     | 960                 | -                     |
| FIELD MANAGER CONTINGENCY                                 | -                   | 5,633               | 344                 | 701                 | 10,000              | 1,540                   | 10,000              | -                     |
| <b>TOTAL PHYSICAL ENVIRONMENT</b>                         | <b>247,534</b>      | <b>255,441</b>      | <b>234,261</b>      | <b>237,176</b>      | <b>283,209</b>      | <b>128,213</b>          | <b>283,209</b>      | <b>-</b>              |
| <b>PARKS AND RECREATION:</b>                              |                     |                     |                     |                     |                     |                         |                     |                       |
| COMMUNICATIONS  | 3,167               | 2,864               | 2,463               | 2,940               | 2,640               | 1,212                   | 2,640               | -                     |
| <b>CLUBHOUSE STAFF</b>                                    | <b>67,227</b>       | <b>68,053</b>       | <b>67,984</b>       | <b>79,138</b>       | <b>70,103</b>       | <b>36,800</b>           | <b>70,103</b>       | <b>-</b>              |
| CLUBHOUSE STAFF TAXES                                     | 5,133               | 5,992               | 5,178               | 5,325               | 5,363               | 2,949                   | 5,363               | -                     |
| UNEMPLOYMENT INSURANCE                                    | 1,059               | -                   | 217                 | 231                 | 1,200               | -                       | 1,200               | -                     |
| CLUBHOUSE WORKMENS COMP INSURANCE                         | 1,132               | 1,189               | 1,183               | 1,216               | 1,250               | 589                     | 1,250               | -                     |
| CLUBHOUSE STAFF PAYROLL FEES                              | 2,808               | 2,828               | 2,794               | 2,862               | 3,000               | 1,390                   | 3,000               | -                     |
| CLUB FACILITY - INTERIOR FURNISHINGS                      | 1,412               | 540                 | -                   | -                   | 1,500               | -                       | 1,500               | -                     |
| CLUB FACILITY MAINTENANCE                                 | 15,443              | 10,338              | 13,600              | 9,431               | 18,000              | 9,083                   | 18,000              | -                     |
| POOL MAINTENANCE - CONTRACT                               | 11,100              | 11,100              | 11,100              | 11,100              | 11,200              | 5,350                   | 11,200              | -                     |
| POOL MAINTENANCE - OTHER                                  | 4,160               | 6,416               | 4,106               | 2,794               | 6,000               | 2,687                   | 6,000               | -                     |
| POOL PERMIT   | 275                 | 275                 | 275                 | 275                 | 275                 | -                       | 275                 | -                     |
| CLUBHOUSE SUPPLIES  | 2,162               | 3,520               | 1,127               | 3,803               | 2,500               | -                       | 2,500               | -                     |
| PARK FACILITY MAINTENANCE                                 | 2,551               | 5,807               | 1,274               | 3,789               | 4,163               | -                       | 4,163               | -                     |
| <b>CAPITAL IMPROVEMENTS</b>                               | <b>6,400</b>        | <b>-</b>            | <b>9,650</b>        | <b>5,586</b>        | <b>135,000</b>      | <b>128,894</b>          | <b>135,000</b>      | <b>-</b>              |
| SPECIAL EVENTS  | 19,187              | 19,283              | 21,648              | 7,933               | 25,000              | 10,448                  | 25,000              | -                     |
| DECORATIVE LIGHT/ HOLIDAY                                 | 1,635               | 160                 | 927                 | 1,623               | 2,000               | -                       | 2,000               | -                     |
| MISCELLANEOUS   |                     |                     |                     | 190                 |                     |                         |                     | -                     |
| STORAGE   | 900                 | 907                 | 949                 | 557                 | 984                 | -                       | 984                 | -                     |
| SIGNS   | 417                 | 33                  | -                   | -                   | -                   | -                       | -                   | -                     |
| OTHER AMENITY CENTER REPAIRS &<br>MAINTENANCE             | 23                  | 13,614              | 131                 | -                   | 6,600               | -                       | 6,600               | -                     |
| <b>TOTAL PARKS AND RECREATION</b>                         | <b>146,191</b>      | <b>152,919</b>      | <b>144,606</b>      | <b>138,795</b>      | <b>296,778</b>      | <b>199,403</b>          | <b>296,778</b>      | <b>-</b>              |
| <b>RESERVES</b>   |                     |                     |                     |                     |                     |                         |                     |                       |
| <b>CAPITAL ASSET RESERVES</b>                             | <b>-</b>            | <b>135,885</b>      | <b>70,900</b>       | <b>-</b>            | <b>73,000</b>       | <b>-</b>                | <b>73,000</b>       | <b>-</b>              |
| <b>TOTAL RESERVES</b>                                     | <b>-</b>            | <b>135,885</b>      | <b>70,900</b>       | <b>-</b>            | <b>73,000</b>       | <b>-</b>                | <b>73,000</b>       | <b>-</b>              |
| <b>TOTAL EXPENDITURES</b>                                 | <b>633,673</b>      | <b>782,814</b>      | <b>677,756</b>      | <b>599,916</b>      | <b>915,644</b>      | <b>442,811</b>          | <b>918,602</b>      | <b>2,958</b>          |
| <b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>             | <b>200,197</b>      | <b>47,437</b>       | <b>142,939</b>      | <b>199,920</b>      | <b>-</b>            | <b>328,665</b>          | <b>-</b>            | <b>-</b>              |
| FUND BALANCE - BEGINNING                                  | 1,183,937           | 1,384,134           | 1,431,572           | 1,574,510           | 1,574,510           | 1,647,510               | 1,574,510           | -                     |
| INCREASE IN RESERVES FOR RENEWAL                          | -                   | -                   | 70,900              | -                   | 73,000              | -                       | 73,000              | -                     |
| DECREASE FOR FUND BALANCE FORWARD                         | -                   | -                   | -                   | -                   | -                   | -                       | (126,057)           | -                     |
| <b>FUND BALANCE - ENDING</b>                              | <b>\$ 1,384,134</b> | <b>\$ 1,431,572</b> | <b>\$ 1,574,510</b> | <b>\$ 1,774,430</b> | <b>\$ 1,647,510</b> | <b>\$ 1,976,175</b>     | <b>\$ 1,521,453</b> | <b>\$ -</b>           |

Assessment Note: Following the adoption of the general fund and debt service budgets, the District will prepare an assessment roll based on the County Property Appraiser's final list of property owners as of a certain "date of record". The District will allocate assessments to property owners as of this "date of record" and will utilize the appropriate on-roll and off-roll collection methods to collect its assessments. As a result of this process, the on-roll and off-roll assessments and related collection costs may vary from the adopted budgets.

# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY                   | VENDOR   | SERVICE PROVIDED                               | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)  |
|--|--|--|---------------------------|--|
| <b>EXPENDITURES GENERAL ADMINISTRATIVE:</b>    |  |  |                           |  |
| BOARD OF SUPERVISORS PAYROLL                   | BOARD OF SUPERVISORS                                   | LEGISLATIVE                                    | \$ 12,000                 | PER MEETING. 5 BOARD MEMBERS @ 200 EACH  |
| PAYROLL TAXES, BOS                             | FICA & FUTA  | TAXES  | \$ 919                    | PAYROLL TAXED AT 7.65% (Board Of Supervisors)  |
| PAYROLL SERVICES-BOS                           | INNOVATIVE   | PAYROLL PROCESSING SERVICES                    | \$ 650                    | APPROXIMATES \$50 PER PAY PERIOD & YE PROCESSING OF \$50   |
| MANAGEMENT CONSULTING SERVICES                 | DPFG   | DISTRICT MANAGEMENT                            | \$ 45,000                 | SEE DPFG AGREEMENT   |
| SALES TAX                                      | TAX FROM CLUBHOUSE RENTALS                             | TAXES  | \$ -                      | CONSIDERED AS PART OF RENTAL REVENUE RECEIVED  |
| OFFICE SUPPLIES                                | VARIOUS  | MISCELLANEOUS OFFICE EXPENDITURES              | \$ 500                    | ESTIMATED  |
| BANK FEES                                      | BANK UNITED  | FEES FOR BANKING SERVICES                      | \$ 200                    | AMOUNT IS FOR MISC ITEMS SUCH AS PRINTED CHECKS OR ANY RETURNED DEPOSITS   |
| MISCELLANEOUS:                                 |  |  |                           |  |
| MAILING  | VARIOUS  | ADMINISTRATIVE MAILING                         | \$ 50                     | ESTIMATED  |
| SCHOOL SPONSORSHIPS                            | VARIOUS  | SPONSORSHIPS FOR COLLINS ELEMENTARY            | \$ 200                    | ESTIMATED  |
| OTHER MISCELLANEOUS                            | VARIOUS  | OTHER MISCELLANEOUS ADMINISTRATIVE SERVICES    | \$ 250                    | ESTIMATED  |
| AUDITING                                       | DMHB   | ANNUAL AUDIT                                   | \$ 3,450                  | Amount for FY 20 is \$3,450. The Board will need to go out for RFP   |
| REGULATORY AND PERMIT FEES                     | FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITIES           | SPECIAL DISTRICT ANNUAL FILING FEE             | \$ 175                    | STATUTORILY FIXED  |
| LEGAL ADVERTISEMENTS                           | TAMPA BAY TIMES  | PROVIDE PUBLIC NOTICE                          | \$ 700                    | ESTIMATED; X3 PUBLIC HEARINGS, X1 YEARLY MEETING SCHEDULE  |
| ENGINEERING SERVICES                           | STANTEC CONSULTING (PREVIOUSLY KNOWN AS WILSON MILLER) | DISTRICT ENGINEER                              | \$ 5,000                  | ESTIMATED; SEE STANTEC AGREEMENT   |
| LEGAL SERVICES                                 | STRALEY & ROBIN  | DISTRICT ATTORNEY                              | \$ 7,500                  | ESTIMATED; \$140-225 PER HOUR  |
| TECHNOLOGY SERVICES AND WEBSITE ADMINISTRATION | NETWORK SOLUTIONS                                      | WEBSITE ADMIN                                  | \$ 1,650                  | CAMPUS SUITE - \$900 INCLUDES WEBSITE COMPLIANCE & REMEDIATION OF 750 DOCUMENTS. DPFG REMEDIATION MITIGATION IS \$500 ANNUALLY. BUDGETED \$250 FOR ANY UNKNOWN REMEDIATION |
|  |  |  | \$ 78,244                 |  |
| INSURANCE (Property, Casualty & Auto)          | EGIS   | DISTRICT INSURANCE (PROPERTY, CASUALTY & AUTO) | \$ 17,089.00              | CONFIRMED WITH EGIS  |

# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY       | VENDOR                              | SERVICE PROVIDED                         | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)   |
|------------------------------------|-------------------------------------|--|---------------------------|---|
| <b>DEBT SERVICE ADMINISTRATION</b> |                                     |  |                           |   |
| DISCLOSURE REPORT                  | PRAEGER SEALY                       | DISSEMINATION OF BOND INFORMATION        | \$ 1,000.00               | PER PRAGER AGREEMENT. DISCLOSURE REPORT IS DONE APRIL OF EACH YEAR  |
| ARBITRAGE REBATE                   | LLS TAX SOLUTIONS                   | ARBITRAGE REBATE CALCULATION             | \$ 650.00                 | CONTACTED LLS TAX SOLUTIONS TO CONFIRM  |
| TRUSTEE FEES                       | US BANK                             | BOND TRUSTEE SERVICES                    | \$ 4,041.00               | CONFIRMED WITH TRUSTEE  |
|                                    |                                     |  | \$ 5,691.00               |   |
| <b>UTILITIES</b>                   |                                     |  |                           |   |
| UTILITIES - ELECTRICITY            | TAMPA ELECTRIC COMPANY (TECO)       | GENERAL ELECTRICITY                      | \$ 123,600.00             | Estimated; Price increase from .03224 per kw to .06216 per kw, price went into effect late 2017. Bills arrive first week of the ensuing month                       |
| UTILITIES - WATER                  | HILLSBOROUGH COUNTRY                | WATER/SEWER UTILITY                      | \$ 12,000.00              | ESTIMATED;BASED ON ACTUAL EXPENDITURES  |
| UTILITIES - SOLID WASTE DISPOSAL   | REPUBLIC SERVICES                   | SOLID WASTE DISPOSAL                     | \$ 2,720.00               | Services \$210 per month. Specialty pickup is at \$100. Appropriation includes 2 special pickups.   |
| IMPACT FEE ASSESSMENT              | BOARD OF COUNTY COMMISSIONERS       | FOLIO 077452.5028                        | \$ 650.00                 |   |
|                                    |                                     |  | \$ 138,970.00             |   |
| <b>SECURITY</b>                    |                                     |  |                           |   |
| SECURITY SYSTEM - CONTRACT         | ADT SECURITY SERVICES               | MONTHLY SECURITY MONITORING              | \$ 120.00                 | FIXED RATE  |
| SECURITY PATROL - PRIVATE          | CBM SERVICES GROUP                  | SECURITY PATROL                          | \$ 25,000.00              | 8 MONTHS AT 150 HOURS EA (1,200 HOURS), SUMMER & SPRING AT \$13.29 PER HOUR. Expired 12/31/17   |
| SECURITY - MISC                    | MHD                                 |  | \$ 500.00                 | MISCELLANEOUS AS NEEDED   |
|                                    |                                     |  | \$ 25,620.00              |   |
| <b>PHYSICAL ENVIRONMENT</b>        |                                     |  |                           |   |
| LAKE & POND MAINTENANCE            | AQUATIC SYSTEMS                     | LAKE MAINTENANCE                         | \$ 20,964.00              | FIXED RATE OF \$1,747 MONTHLY. RAY , do we have a new contract for this/ Rate increased in February   |
| LAKE MAINTENANCE - OTHER           | AQUATIC SYSTEMS                     | LAKE MAINTENANCE                         | \$ 5,500.00               | ESTIMATED; NON-ROUTINE SERVICES NOT ANTICIPATED UNDER AGREEMENT WITH AQUATIC SYSTEMS SUCH AS POND BANK EROSION. Ray, have they checked for erosion.                 |
| ENTRY & WALLS MAINTENANCE          | DAD SERVICES                        | MAINTENANCE TO ENTRY AND WALL            | \$ 7,500.00               | ESTIMATED AS NEEDED FOR ITEMS LIKE PRESSURE WASHING.  |
| LANDSCAPE MAINTENANCE - CONTRACT   | LANDSCAPE MAINTNENCE PROFESSIONALS  | LANDSCAPE MAINTENANCE                    | \$ 161,065.00             | CONTRACT IS \$13,222 MONTHLY FOR BASE SERVICE, EXPIRES 11/15/2018. Ray do we have a new contract  |
| LANDSCAPE MAINTENANCE - CONSULTING | OLM INC.                            | LANDSCAPE INSPECTION                     | \$ 15,120.00              | PURSUANT TO FY 2018 AMENDMENT AGREEMENT, CONTRACT AUTO RENEWS AT \$1,260 PER MONTH  |
| LANDSCAPE REPLACEMENT              | LANDSCAPE MAINTENANCE PROFESSIONALS | PLANTS, SOD, MULCH, FERTILIZER           | \$ 40,000.00              | LANDSCAPING BASED ON NEED, ANNUALS ARE \$2,923 PER ROTATION, MULCH IS \$14,975. VOLLEYBALL COURT SAND IS \$3,060. Ray do you have a new agreement for these amounts |
| TREE MAINTENANCE/REMOVAL           | LANDSCAPE MAINTENANCE PROFESSIONALS | TRIMMING                                 | \$ 5,000.00               | ESTIMATED   |
| OTHER MAINTENANCE                  | LANDSCAPE MAINTENANCE PROFESSIONALS | MISCELLANEOUS LANDSCAPING MAINTENANCE    | \$ 5,000.00               | ESTIMATED   |
| IRRIGATION MAINTENANCE             | LANDSCAPE MAINTENANCE PROFESSIONALS | LANDSCAPE MAINTENANCE-IRRIGATION REPAIRS | \$ 7,500.00               | ESTIMATED; IRRIGATION REPAIRS. Ray want me to raise this to 10K   |
| IRRIGATION USAGE REPORTING         | LANDSCAPE MAINTENANCE PROFESSIONALS | SWFMWD REPORTING REQUIREMENT             | \$ 2,400.00               | \$200/MO FOR MONTHLY USAGE MONITORING SERVICES.   |
| DECORATIVE LIGHT MAINTENANCE       | DAD SERVICES                        | LIGHTING MAINTENANCE                     | \$ 1,200.00               | ESTIMATED   |

# STATEMENT 2

## PANTHER TRACE PHASE 1 CDD

### CONTRACT SUMMARY

| FINANCIAL STATEMENT CATEGORY            | VENDOR                           | SERVICE PROVIDED                                   | ANNUAL AMOUNT OF CONTRACT | COMMENTS (SCOPE OF SERVICE)  |
|---|----------------------------------|--|---------------------------|--|
| PAVEMENT REPAIRS                        | VARIOUS                          | REPAIRS TO PAVEMENT                                | \$ 1,000.00               | ESTIMATED  |
| PEST CONTROL                            | NVIROTECT PEST CONTROL           | PEST CONTROL                                       | \$ 960.00                 | \$80 PER MONTH + EXTRA SERVICE   |
| FIELD CONTINGENCY                       | VARIOUS                          | UNFORSEEN FIELD EXPENDITURES                       | \$ 10,000.00              | ESTIMATED  |
|   |                                  |  | \$ 283,209.00             |  |
| <b>PARKS AND RECREATION</b>             |                                  |  |                           |  |
| COMMUNICATIONS                          | SPECTRUM                         | PHONE AND INTERNET SERVICE                         | \$ 2,640.00               | ESTIMATED; SPECTRUM APPROXIMATES \$145/MO 1ST CONTRACT YEAR AND \$145/MO THEREAFTER, MONTHLY AND CELL PHONE FOR AMENITY DIRECTOR IS \$75 MONTHLY |
| CLUBHOUSE STAFF                         | CDD ON-SITE STAFFING             | PROPERTY & CLUBHOUSE MANAGEMENT                    | \$ 70,103.09              | PAYROLL.   |
| CLUBHOUSE STAFF TAXES - FICA            | DECISION HR                      |  | \$ 5,362.89               | 7.65% OF TOTAL PAYROLL   |
| CLUBHOUSE UNEMPLOYMENT INSURANCE        | DECISION HR                      |  | \$ 1,200.00               |  |
| CLUBHOUSE STAFF WORKMENS COMP           | DECISION HR                      |  | \$ 1,250.00               | APPROXIMATES \$48 PER PAYROLL, ASSUMES 26 PAYROLLS   |
| CLUBHOUSE STAFF PAYROLL PROCESSING FEES | DECISION HR                      |  | \$ 3,000.00               | APPROXIMATES \$115 PER PAYROLL, ASSUMES 26 PAYROLLS  |
| CLUB FACILITY - INTERIOR FURNISHINGS    | VARIOUS                          | INTERIOR FURNISHINGS FOR CLUBHOUSE                 | \$ 1,500.00               | ESTIMATED  |
| CLUB FACILITY MAINTENANCE               | SUZANNA KIMBALL-CLEANING SERVICE | CLUB FACILITY CLEANING                             | \$ 18,000.00              | WEEKLY FIXED TREND OF \$125, PLUS ADDITIONAL FOR MISC LIKE PRESSURE WASHING & GROUT CLEANING   |
| POOL MAINTENANCE - CONTRACT             | ZEBRA CLEANING                   | POOL MAINTENANCE                                   | \$ 11,200.00              | SEE ZEBRA AGREEMENT; \$975 MAR - SEP, \$825 NOV.-FEB.  |
| POOL MAINTENANCE - OTHER                | ZEBRA CLEANING                   | MISCELLANEOUS POOL MAINTENANCE                     | \$ 6,000.00               | ESTIMATED; NON-ROUTINE SERVICES SUCH AS FILTER GRIDS WHICH WERE \$1,700 IN APRIL 2016  |
| POOL MAINTENANCE - OTHER                | ZEBRA CLEANING                   | OTHER POOL MAINTENANCE                             | \$ -                      | VARIOUS POOL SUPPLIES & REPAIRS  |
| POOL PERMIT                             | HILLSBOROUGH COUNTY HEALTH DEPT. | POOL PERMIT  | \$ 275.00                 | PERMIT REQUIRED FOR POOL \$275 PER YEAR  |
| CLUBHOUSE SUPPLIES                      | VARIOUS                          | MISCELLANEOUS CLUBHOUSE SUPPLIES                   | \$ 2,500.00               | ESTIMATED  |
| PARK FACILITY MAINTENANCE               | VARIOUS                          | MISCELLANEOUS PARK FACILITY MAINTENANCE            | \$ 4,163.00               | ESTIMATED INCLUDING HOG REMOVAL  |
| CAPITAL IMPROVEMENTS                    | VARIOUS                          | MISCELLANEOUS CAPITAL IMPROVEMENTS                 | \$ 135,000.00             | ESTIMATED FOR PLAYGROUND   |
| SPECIAL EVENTS                          | VARIOUS                          | MISCELLANEOUS SUPPLIES/SERVICES FOR SPECIAL EVENTS | \$ 25,000.00              | ESTIMATED; VENDORS INCLUDE CHOW BELLA CATERING, TAMPA BOUNCE, DND JUST 4 FUN, ETC.   |
| DECORATIVE LIGHT/HOLIDAY                |                                  |  | \$ 2,000.00               | Based on PY expenditures   |
| STORAGE                                 | CENTURY STORAGE                  |  | \$ 984.00                 | Contract increased   |
| SIGNS                                   | VARIOUS                          |  | \$ -                      |  |
| OTHER AMENITY CENTER REPAIRS            | VARIOUS                          |  | \$ 6,600.00               |  |
| TOTAL                                   |                                  |  | \$ 296,777.98             |  |
| RESERVES                                |                                  |  | \$ 73,000.00              | RESERVE STUDY. RAY THE RESERVE REPORT HAS DISAPPEARED. THOUGHTS????  |

**STATEMENT 3**  
**PANTHER TRACE PHASE 1 CDD**  
**PROPOSED BUDGET FY 2022**  
**DEBT SERVICE ASSESSMENT**  
**\$2,960,000 Special Assessment Refunding Note, Series 2020**

|   | <b>FY 2022<br/>PROPOSED</b> |
|---|-----------------------------|
| <b>REVENUE</b>                                      |                             |
| ASSESSMENTS ON-ROLL                                 | \$299,964                   |
| INTEREST--INVESTMENT                                | -                           |
| DISCOUNT (ASSESSMENTS)                              | (11,999)                    |
| <b>TOTAL REVENUE</b>                                | <b>287,966</b>              |
| <b>EXPENDITURES</b>                                 |                             |
| COUNTY-COLLECTION FEES (ASSESSMENTS)                | 5,999                       |
| INTEREST EXPENSE                                    |                             |
| May 1, 2022   | 44,459                      |
| November 1, 2022                                    | 41,329                      |
| PRINCIPAL RETIREMENT                                |                             |
| May 1, 2022   | 195,000                     |
| <b>TOTAL EXPENDITURES</b>                           | <b>286,787</b>              |
| <b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b> | <b>1,179</b>                |
| <b>FUND BALANCE ENDING</b>                          | <b>1,179</b>                |

**STATEMENT 4**  
**PANTHER TRACE CDD**  
**DEBT SERVICE SCHEDULE**  
**\$2,960,000 Special Assessment Refunding Note, Series 2020**

| <b>Period<br/>Ending</b> | <b>Principal</b> | <b>Coupon</b> | <b>Interest</b> | <b>Debt Service</b>  | <b>Annual Debt<br/>Service</b> | <b>Bonds<br/>Outstanding</b> |
|--------------------------|------------------|---------------|-----------------|----------------------|--------------------------------|------------------------------|
| 3/24/2020                |                  |               |                 |                      |                                | 2,960,000                    |
| 5/1/2020                 |                  | 3.2100%       | 9,766           | 9,766                |                                | 2,960,000                    |
| 11/1/2020                | -                | 3.2100%       | 47,508          | 47,508               | 57,274                         | 2,960,000                    |
| 5/1/2021                 | 190,000          | 3.2100%       | 47,508          | 237,508              |                                | 2,770,000                    |
| 11/1/2021                | -                | 3.2100%       | 44,459          | 44,459               | 281,967                        | 2,770,000                    |
| 5/1/2022                 | 195,000          | 3.2100%       | 44,459          | 239,459              |                                | 2,575,000                    |
| 11/1/2022                | -                | 3.2100%       | 41,329          | 41,329               | 280,787                        | 2,575,000                    |
| 5/1/2023                 | 200,000          | 3.2100%       | 41,329          | 241,329              |                                | 2,375,000                    |
| 11/1/2023                | -                | 3.2100%       | 38,119          | 38,119               | 279,448                        | 2,375,000                    |
| 5/1/2024                 | 205,000          | 3.2100%       | 38,119          | 243,119              |                                | 2,170,000                    |
| 11/1/2024                | -                | 3.2100%       | 34,829          | 34,829               | 277,947                        | 2,170,000                    |
| 5/1/2025                 | 215,000          | 3.2100%       | 34,829          | 249,829              |                                | 1,955,000                    |
| 11/1/2025                | -                | 3.2100%       | 31,378          | 31,378               | 281,206                        | 1,955,000                    |
| 5/1/2026                 | 220,000          | 3.2100%       | 31,378          | 251,378              |                                | 1,735,000                    |
| 11/1/2026                | -                | 3.2100%       | 27,847          | 27,847               | 279,225                        | 1,735,000                    |
| 5/1/2027                 | 225,000          | 3.2100%       | 27,847          | 252,847              |                                | 1,510,000                    |
| 11/1/2027                | -                | 3.2100%       | 24,236          | 24,236               | 277,082                        | 1,510,000                    |
| 5/1/2028                 | 235,000          | 3.2100%       | 24,236          | 259,236              |                                | 1,275,000                    |
| 11/1/2028                | -                | 3.2100%       | 20,464          | 20,464               | 279,699                        | 1,275,000                    |
| 5/1/2029                 | 240,000          | 3.2100%       | 20,464          | 260,464              |                                | 1,035,000                    |
| 11/1/2029                | -                | 3.2100%       | 16,612          | 16,612               | 277,076                        | 1,035,000                    |
| 5/1/2030                 | 250,000          | 3.2100%       | 16,612          | 266,612              |                                | 785,000                      |
| 11/1/2030                | -                | 3.2100%       | 12,599          | 12,599               | 279,211                        | 785,000                      |
| 5/1/2031                 | 255,000          | 3.2100%       | 12,599          | 267,599              |                                | 530,000                      |
| 11/1/2031                | -                | 3.2100%       | 8,507           | 8,507                | 276,106                        | 530,000                      |
| 5/1/2032                 | 260,000          | 3.2100%       | 8,507           | 268,507              |                                | 270,000                      |
| 11/1/2032                | -                | 3.2100%       | 4,334           | 4,334                | 272,840                        | 270,000                      |
| 5/1/2033                 | 270,000          | 3.2100%       | 4,334           | 274,334              |                                | -                            |
| 11/1/2033                | -                | 3.2100%       | -               | -                    | 274,334                        | -                            |
|                          | <b>2,960,000</b> |               | <b>714,200</b>  | <b>3,674,200</b>     | <b>3,674,200</b>               |                              |
|                          |                  |               |                 | MADS                 | 281,967                        |                              |
|                          |                  |               |                 | Average annual assmt | 262,443                        |                              |

# EXHIBIT 6





**PANTHER TRACE  
COMMUNITY DEVELOPMENT DISTRICT**

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

To: Board of Supervisors  
From: Monica Vitale  
Date: May 25, 2021  
Re: Sidewalk Repairs

Dear Board,  
Please find attached a revised cost for sidewalk repairs from Precision. I am awaiting additional proposal but have not received them at the time of submitting my reports. Should they be received prior to the meeting, I will send under a separate cover. Please advise. Thank you.

Monica Vitale  
Facilities Director



# SIDEWALK TRIP HAZARD REMOVAL

Survey Estimate and Price Proposal

April 26, 2021

## Panther Trace I Community Development District • Riverview, FL

- Ms. Monica Vitale, Facilities Director
- Residents of Panther Trace I CDD

| PROPOSAL FLP1370 – ADDENDUM 1   |  |
|---|--|
| DESCRIPTION   | PRICE IF AUTHORIZATION IS RECEIVED BY<br>JUNE 12, 2021 |
| Repair of trip hazards measuring ¼” – 2” in the normal flow of foot traffic at the Clubhouse and Recreation Areas in height as identified in FLP1370  | \$6,716 - \$7,186                                      |
| <b>NOTES</b><br><br>1. As directed, hazards on curbs and the sides of adjacent panels are <b>excluded</b> from this proposal.<br>2. As directed, hazards on sidewalks running parallel to the streets throughout the district are <b>excluded</b> from this proposal since they are not the responsibility of the CDD.<br>3. As discussed with Ms. Vitale, repairs to hazards on the brick pavers and adjacent concrete panels in front of the Clubhouse are <b>excluded</b> from this proposal.<br>4. Panels with hazards over 2” in height, severely broken panels, and panels that are hollow underneath are recommended for alternative repair methods. Since PSSC does not provide demolition and replacement, these types of panels are <b>excluded</b> from this proposal. |  |
|   | \$6,716 - \$7,186                                      |
|   | <b>TOTAL</b>   |

### PRECISION SIDEWALK SAFETY CORP

1202 SW 17<sup>th</sup> Street, Suite 201-122 • Ocala, FL 34471 • [www.precisionsidewalksafety.com](http://www.precisionsidewalksafety.com)  
Marny Donnelly • 877-799-6783 x 503

#### THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL

It is to be used only by the intended recipient and Precision Sidewalk Safety Corp in evaluating the project.  
Any copying or unauthorized disclosure of this information is prohibited.





## AUTHORIZATION TO PROCEED • FAX TO 866-669-1175

>>ESTIMATE IS VALID FOR 90 DAYS FROM DATE OF ORIGINAL ISSUE<<

|                  |   |      |
|------------------|---|------|
| SCOPE OF PROJECT | Repair of trip hazards ¼" – 2" high at a 1:12 slope in areas identified in Proposal FLP1370-ADDENDUM 1. |      |
| COMMUNITY        | Panther Trace I Community Development District  |      |
| COST             | PRICE IF AUTHORIZATION IS RECEIVED BY JUNE 12, 2021<br>\$6,716 - \$7,186                                | DATE |

This proposal provides a price which will not be exceeded given the scope of work specified and is based on: 1) an estimated number of repairs we anticipate our technician(s) will complete and 2) the resulting amount of concrete material our technician(s) will remove to render repairs compliant with approved customer specifications. Your final inventory of repairs may vary from this estimate. PSSC repairs only those uneven sidewalks specifically requested by you, our customer, and therefore makes no guarantee that the property is free of uneven sidewalk hazards. PSSC may not complete a repair(s) because; 1. a hazard's actual measurement at the time of repair exceeds approved customer specifications, and/or 2. in the crew leader's judgment, our repair attempt would cause further damage to the concrete slab or be insufficient to satisfactorily remove the existing hazard and/or mitigate its potential liability. Such excluded hazards, if any, will be left "as found" and will require customer's alternative remedy. After the project is completed, new trip hazards will occur due to tree roots, water, settling, and other natural and man-made causes outside of PSSC's control. Upon completion of the project, PSSC is not liable for any related claims, losses, or damages. At least 30 minutes prior to the crew's scheduled departure, customer (or designee) agrees to have inspected and either accepted all repairs as completed, or determined suitable adjustment(s) (if any) as may be required, such that the crew's departure will not be delayed. PSSC will not be held responsible for cracks or defects in poured concrete that may exist due to materials or methods used by original installer.

The undersigned acknowledges the above explanation of our estimate of work as well as the exclusions set forth in the "Repair Specifications" Section of this Proposal, that he/she is legally authorized to engage Precision Sidewalk Safety Corp to deliver designated work, has seen a sample – photo or actual – of the resulting repair, and agrees to notify or mediate affected property owners.

|              |                 |            |
|--------------|-----------------|------------|
| APPROVED BY  | NAME            |            |
|              | SIGNATURE       |            |
|              | TITLE           |            |
|              | PHONE           | ALT. PHONE |
|              | EMAIL           |            |
| BILLING INFO | INVOICE TO NAME |            |
|              | ADDRESS         |            |

Upon receipt of this signed acceptance, Precision Sidewalk Safety Corp will schedule the requested repairs. Every effort will be made to accommodate the requested start date.

### THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL

It is to be used only by the intended recipient and Precision Sidewalk Safety Corp in evaluating the project.  
Any copying or unauthorized disclosure of this information is prohibited.



# EXHIBIT 7



**PANTHER TRACE  
COMMUNITY DEVELOPMENT DISTRICT**

---

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

To: Board of Supervisors  
From: Monica Vitale  
Date: May 25, 2021  
Re: Parking Lot Lighting

Dear Board,

Please find attached an email from LineWorks Engineering. I am working with them as a part of the TECO lighting for the parking lot. There is an upfront cost to the District that had not been relayed to me previously. That cost is \$4752.10. This needs to be paid up front before they are able to move forward. It will cover the cost of the electrical boring needed to supply the power. Please advise. Thank you.

Monica Vitale  
Facilities Director

Hello Monica,

Thank you for taking the time to talk with me today. Just wanted to send you an email going over what we discussed. Before a contract can be sent over to you we will need the board to confirm they are willing to pay the CIAC cost for the lighting install. CIAC covers the cost of the labor, materials, and time it will take to install underground conduit for the lights. The quote TECO provided us estimate it at \$4,752.10. This is paid upfront before any more work is allowed to be done. Please confirm with the board they are willing to pay.

Thanks,



**LineWorks**  
Engineering

**Garrett Toole**

Design Technician I

O. 813-252-6987 x 110

C. 321-403-9119 (Send Text First)

E. [gtoole@lineworkseng.com](mailto:gtoole@lineworkseng.com)

[lineworkseng.com](http://lineworkseng.com)

# EXHIBIT 8

May 25, 2021

## **PANTHER TRACE CDD-PHASE I FACILITIES DIRECTOR REPORT**

### **AQUATICS REPORTS**

Reports will be available to Supervisors upon request.

#### **Maintenance**

- i. Monthly maintenance is ongoing per contract.

### **LANDSCAPE**

- The new installation by the playground is still on hold pending installation of the parking lot lighting. Once the CIAC is reviewed we should have a better timeframe.
- Inspection Report and Grade sheet included in this report.

### **CLUBHOUSE POOL PLAYGROUND**

#### **Maintenance**

- Mineral balls and enzymes are being added to the pool for the summer season. They have added clarity and sparkle to the water. They will aid in protecting the chlorine levels from the oils in skin and sun lotion.

#### **Events**

- OnSpot Dermatology has been scheduled for June 15<sup>th</sup> 9am-6pm
- Food Trucks are periodically being scheduled as approved by the Board.
- I have had additional trucks contact me and we will be adding some other trucks.
- We will have a Blood Drive tethered to a Food Truck event on June 30<sup>th</sup> 3pm-7:30pm



# EXHIBIT 9



# PANTHER TRACE CDD

LANDSCAPE INSPECTION

April 20, 2021

ATTENDING:

MONICA VITALE – PANTHER TRACE CDD

MIKE ARNESON - LMP

PAUL WOODS – OLM, INC.

**SCORE: 93%**

**NEXT INSPECTION  
MAY 18<sup>TH</sup>, 2021 AT 1:30 PM**

---

## CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

## CATEGORY II: MAINTENANCE ITEMS

### CLUBHOUSE

1. North east end of the playground: Complete turf repairs.
2. Playground: Remove Oak leaves and windfall.
3. Pool side entrance: Retuck mulch or top dress as needed when displaced by mower / blower activity.
4. Westside of the pool: Promote improved growth in the Gold Mound Duranta.
5. **Closely monitor recovery of areas of previously fungal damage in turf. Repair under warranty damage that does not recover from the irrigation interruption.**
6. Butterfly Garden: Control bed weeds and confirm Wildflowers are not being removed.
7. North side of the Clubhouse / Playground: Prune the Oak limb extending out and downward into the roadside.

### BOULEVARD

8. **Improve vigor and fertility in Loropetalum.**
9. Ferncroft entrance: Remove leaves in the triangle island.
10. Center island adjacent to Greystoke: Continue to thin Fan palms.
11. Improve soft edging with a metal blade edger at 90 degrees, do not bevel or irregularly edge bed areas.
12. Improve accuracy and line trimming during mowing operations. Avoid excess line trimming only detailing the areas inaccessible to mowers.
13. Remove any remaining debris in the turf and berm areas.

14. **Complete all turf, tree, shrub, and palm fertilization.**
15. Entrance: Improve vigor and fertility in Variegated Asian Jasmine.
16. Remove volunteer Jasmine in the center median island.
17. Entrance: Monitor recovery of turf damage along the inbound lane.
18. Between Greystone and the east boundary of Medical Center fence: Remove windfall and debris.
19. Pond areas: Collect shoreline trash weekly.
20. West end of Rodeo: Groom the Fakahatchee Grass stands increasing fertility. I would not recommend rejuvenational pruning as these beds are unirrigated.

#### BERKSHIRE

21. Entrance: Treat Ilex Schilling with systemic fungicides.
22. Entrance: Rejuvenate prune Ilex Schilling by 1/3.
23. Rodeo pond stormwater outflow structure: Remove the Christmas tree.
24. West entrance of Rodeo Drive: Improve fertility to Fakahatchee Grass and rake out old foliage. I would not recommend rejuvenational pruning of plants because the bed is unirrigated.

#### ATHELTIC FIELD

25. Sports field: Control turf weeds.
26. Sports field: Control black mold on the turf.
27. Sports field: Confirm the function and operation of the rain shutoff device on the field.

#### ENTRANCE

28. Entrance center median island: Monitor scalping avoid unbalanced mower decks.
29. Prune the Ligustrum Privet overhanging the exit side drive.
30. Hand prune deadwood from Indian Hawthorn.

#### US-301

31. Remove windfall and debris in the hedgerow.
32. Entrance monument: Control weeds in the Variegated Jasmine planting.
33. On the inbound right of way: Tip prune Podocarpus screening the backflow preventer.

34. Center island: Remove volunteer Ruellia in the Variegated Confederate Jasmine.
35. Improve localized area of turf fertility to promote infilling growth.
36. North of the Clinic: Remove storm debris and windfall in the tree stand.

#### GREYSTONE

37. **Improve fertility to promote vigorous new growth in the Ligustrum Privets. Also, continue to with fungicidal drench they appear to be effective.**
38. Collect shoreline trash and debris weekly.

#### CATEGORY III: IMPROVEMENTS – PRICING

1. Clubhouse entrance both sides: Provide a price to replace declining Flax Lilies with an alternate flowering or perennial shrub.
2. Boulevard: Provide a price to remove the shade impacted Thryallis and replace with Arboricola Trinette to infill the gaps along berm.
3. Center islands adjacent to Greystoke: Provide a price to remove declining Pines.
4. Along the US-301 frontage: Provide a price to remove the lightening stuck Sycamore tree.
5. Sports field: Provide a price to remove the dead Pine and Oak.

#### CATEGORY IV: NOTES TO OWNER

NONE

#### CATEGORY V: NOTES TO CONTRACTOR

1. Confirm with Monica limits of construction damage along US-301. Providing a proposal to improve the frontage with a drought tolerant full sun planting. This work was deferred by the Board until construction was complete.

PGW:kn

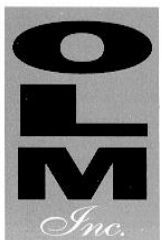
cc: Monica Vitale [ptreccentermanager@verizon.net](mailto:ptreccentermanager@verizon.net)  
Scott Carlson [scott.carlson@lmppro.com](mailto:scott.carlson@lmppro.com)  
Garth Rinard [garth.rinard@lmppro.com](mailto:garth.rinard@lmppro.com)  
Barbara Gonzalez [ARpayments@lmppro.com](mailto:ARpayments@lmppro.com)  
Mike Arneson [Mike.arneson@lmppro.com](mailto:Mike.arneson@lmppro.com)

# PANTHER TRACE

## MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

| A. LANDSCAPE MAINTENANCE       | VALUE | DEDUCTION | REASON FOR DEDUCTION                        |
|--------------------------------|-------|-----------|---|
| TURF                           | 5     |           |   |
| TURF FERTILITY                 | 15    |           |   |
| TURF EDGING                    | 5     | -1        | 90 degree right angle                       |
| WEED CONTROL – TURF AREAS      | 10    | -5        | Sports turf                                 |
| TURF INSECT/DISEASE MANAGEMENT | 10    | -2        | Repair disease damage                       |
| PLANT FERTILITY                | 5     |           |   |
| WEED CONTROL – BED AREAS       | 10    |           |   |
| PLANT INSECT/DISEASE CONTROL   | 10    |           |   |
| PRUNING                        | 10    | -1        | Downward growth street side trees/dead wood |
| CLEANLINESS                    | 10    | -1        | Shoreline trash                             |
| MULCHING                       | 5     |           |   |
| WATER/IRRIGATION MANAGEMENT    | 15    |           |   |
| CARRYOVERS                     | 5     |           | 18  |

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



Date: 4-20-21 Score: 93 Performance Payment™ 100%

Contractor Signature: 

Inspector Signature: 

Property Representative Signature: 

April 26, 2021

Monica Vitale, LCAM, Facilities Director  
Panther Trace CDD – Phase I  
12515 Bramfield Dr.  
Riverview, Florida 33579

Monica,

For your review, below are landscape maintenance related items completed for the week of 04/19/21:

1. Mow, edge, line trim, blow common area St. Augustine, Sports field – completed.
2. Removal of trash, litter, debris, and signage along Panther Trace Blvd. and entrances – including pond shorelines.
3. Round-up weed control.
4. General trimming/ pruning shrub/ hedges along Panther Trace Blvd.
5. Outside fence line landscape pending installation of parking lot lighting installation.
6. **NOTE: Water Restriction Update:**

**New restrictions are now in effect and provide a return to twice per week watering for non-potable sources of irrigation water. Technicians will be adjusting schedules to reflect the new restrictions. Adjustments will be completed no later than Wednesday 4/28/21.**

7. OLM inspection.
8. Note: Florida Automated Weather Network (FAWN) – Balm/ Riverview Station reports rainfall measurements for the week of 04/19/21 – 04/26/21 was a total of 0.31". The last measured rainfall of 0.11" occurred on Monday 4/19/21. Soil temperatures reported as 75.92 degrees.
9. Panther Trace Weather Station (KFLRIVER99) reporting for Monday 04/26/21 – maximum rainfall of 0.03" on Tuesday 4/20/21 with a cumulative total for the week of 0.12".

Should you have any questions or need further information please do not hesitate to contact me at your convenience.

Thank you,

*Garth Rinard*

Garth Rinard, Branch Manager  
O: 813.757.6500  
C: 813.478.9678  
[garth.rinard@lmppro.com](mailto:garth.rinard@lmppro.com)

cc: Paul Woods, OLM, Inc.  
Mike Arneson, Account Manager – LMP, Inc.

May 3, 2021

Monica Vitale, LCAM, Facilities Director  
Panther Trace CDD – Phase I  
12515 Bramfield Dr.  
Riverview, Florida 33579

Monica,

For your review, below are landscape maintenance related items completed for the week of 04/26/21:

1. Mow, edge, line trim, blow common area St. Augustine, Sports field – completed.
2. Removal of trash, litter, debris, and signage along Panther Trace Blvd. and entrances – including pond shorelines.
3. Round-up weed control.
4. General trimming/ pruning shrub/ hedges along Panther Trace Blvd.
5. Outside fence line landscape pending installation of parking lot lighting installation.
6. Irrigation schedule adjustments providing for new water restriction schedule as noted below.
7. Sports field is re-opened.
8. **NOTE: Water Restriction Update:**

**New restrictions are now in effect (as of 4/21) and provide a return to twice per week watering for non-potable sources of irrigation water.**

9. Note: Florida Automated Weather Network (FAWN) – Balm/ Riverview Station reports rainfall measurements for the week of 04/26/21 – 05/03/21 was a total of 0.00". The last measured rainfall of 0.11" occurred on Monday 4/19/21. Soil temperatures reported as 78.98 degrees.
10. Panther Trace Weather Station (KFLRIVER99) reporting for Monday 05/03/21 – 0.00" of rainfall for the week ending 5/03/21.

Should you have any questions or need further information please do not hesitate to contact me at your convenience.

Thank you,

*Garth Rinard*

Garth Rinard, Branch Manager  
O: 813.757.6500  
C: 813.478.9678  
[garth.rinard@lmppro.com](mailto:garth.rinard@lmppro.com)

cc: Paul Woods, OLM, Inc.  
Mike Arneson, Account Manager – LMP, Inc.

May 10, 2021

Monica Vitale, LCAM, Facilities Director  
Panther Trace CDD – Phase I  
12515 Bramfield Dr.  
Riverview, Florida 33579

Monica,

For your review, below are landscape maintenance related items completed for the week of 05/07/21:

1. Mow, edge, line trim, blow common area St. Augustine, Sports field – completed.
2. Removal of trash, litter, debris, and signage along Panther Trace Blvd. and entrances – including pond shorelines.
3. Round-up weed control.
4. General trimming/ pruning shrub/ hedges along Panther Trace Blvd.
5. Outside fence line landscape pending installation of parking lot lighting installation.
6. Fan palm trim and deadwood removal within median stands along Panther Trace Blvd.
7. Sports field is re-opened. Watering schedule adjusted.
8. **NOTE: Water Restriction Update:**

**New restrictions are now in effect (as of 4/21) and provide a return to twice per week watering for non-potable sources of irrigation water.**

9. Note: Florida Automated Weather Network (FAWN) – Balm/ Riverview Station reports rainfall measurements for the week of 05/03/21 – 05/10/21 was a total of 0.15". The last measured rainfall of 0.14" occurred on Wednesday 5/07/21. Soil temperatures reported as 80.31 degrees.
10. Panther Trace Weather Station (KFLRIVER99) reporting for Monday 05/10/21 – 0.00" of rainfall for the week ending 5/10/21.

Should you have any questions or need further information please do not hesitate to contact me at your convenience.

Thank you,

*Garth Rinard*

Garth Rinard, Branch Manager  
O: 813.757.6500  
C: 813.478.9678  
[garth.rinard@lmppro.com](mailto:garth.rinard@lmppro.com)

cc: Paul Woods, OLM, Inc.  
Mike Arneson, Account Manager – LMP, Inc.



May 17, 2021

Monica Vitale, LCAM, Facilities Director  
Panther Trace CDD – Phase I  
12515 Bramfield Dr.  
Riverview, Florida 33579

Monica,

For your review, below are landscape maintenance related items completed for the week of 05/10/21:

1. Mow, edge, line trim, blow common area St. Augustine, Sports field – completed.
2. Removal of trash, litter, debris, and signage along Panther Trace Blvd. and entrances – including pond shorelines.
3. Round-up weed control.
4. General trimming/ pruning shrub/ hedges along Panther Trace Blvd., US 301 entrance and south hedge/ ditch.
5. Outside fence line landscape pending installation of parking lot lighting installation.
6. Fan palm trim and deadwood removal within median stands along Panther Trace Blvd.
7. Palm trimming completed throughout pool and common area.
8. Watering schedule at sports field adjusted. Note: breaker found 'tripped' and pressure gauge appeared tampered with on Wednesday 5/12. Readjusted and realigned. Reset breaker again on Friday 5/14.
9. **NOTE: Water Restriction Update:**  
**New restrictions are now in effect (as of 4/21) and provide a return to twice per week watering for non-potable sources of irrigation water.**
10. Note: Florida Automated Weather Network (FAWN) – Balm/ Riverview Station reports rainfall measurements for the week of 05/10/21 – 05/17/21 was a total of 0.00". The last measured rainfall of 0.14" occurred on Wednesday 5/07/21. Soil temperatures reported as 80.15 degrees.
11. Panther Trace Weather Station (KFLRIVER99) reporting for Monday 05/17/21 – 0.00" of rainfall for the week ending 5/17/21.

Should you have any questions or need further information please do not hesitate to contact me at your convenience.

Thank you,

*Garth Rinard*

Garth Rinard, Branch Manager  
O: 813.757.6500  
C: 813.478.9678  
[garth.rinard@lmppro.com](mailto:garth.rinard@lmppro.com)

cc: Paul Woods, OLM, Inc.  
Mike Arneson, Account Manager – LMP, Inc.

# EXHIBIT 10



**PANTHER TRACE  
COMMUNITY DEVELOPMENT DISTRICT**

---

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

To: Board of Supervisors  
From: Monica Vitale  
Date: May 25, 2021  
Re: Update to Office Supply Line Item

Dear Board,

I am attaching documentation regarding the overage for the office supplies line item. The majority of items listed under that heading were actually supposed to go under the events line item. We may still be over slightly as I had to purchase a new printer. The items have been placed in the corrected line as will be indicated in the financials. Thank you.

Monica Vitale  
Facilities Director

12:16 PM

04/30/21

Accrual Basis

**Panther Trace 1 CDD**  
**Account QuickReport**  
 October 2020 through April 2021

| Type                      | Date       | Num      | Name         | Memo               | Split            | Amount            |
|---------------------------|------------|----------|--------------|--------------------|------------------|-------------------|
| 1100000 - Administrative  |            |          |              |                    |                  |                   |
| 1511050 - Office Supplies |            |          |              |                    |                  |                   |
| Bill                      | 10/01/2020 | 092531   | DC Purchases | Amazon             | 1202000 - Acc... | 83.85             |
| Bill                      | 10/01/2020 | 029024   | DC Purchases | Amazon             | 1202000 - Acc... | 111.51            |
| Bill                      | 10/01/2020 | 004750   | DC Purchases | Paw Action         | 1202000 - Acc... | 385.00            |
| * Bill                    | 10/02/2020 | 024403   | DC Purchases | Google Suite       | 1202000 - Acc... | 4.80 * office     |
| Bill                      | 10/20/2020 | 071850   | DC Purchases | Amazon             | 1202000 - Acc... | 132.64            |
| Bill                      | 10/20/2020 | 096992   | DC Purchases | Amazon             | 1202000 - Acc... | 9.99              |
| Bill                      | 10/21/2020 | 025331   | DC Purchases | Amazon             | 1202000 - Acc... | 10.30             |
| Bill                      | 10/21/2020 | 062827   | DC Purchases | Amazon             | 1202000 - Acc... | 107.80            |
| Bill                      | 10/21/2020 | 017236   | DC Purchases | Amazon             | 1202000 - Acc... | 307.86            |
| Bill                      | 10/22/2020 | 079799   | DC Purchases | Michaels           | 1202000 - Acc... | 89.92             |
| Bill                      | 10/26/2020 | 092662   | DC Purchases | Amazon Prime       | 1202000 - Acc... | 179.00            |
| Bill                      | 10/26/2020 | 889124   | DC Purchases | Sams Club          | 1202000 - Acc... | 42.34             |
| Bill                      | 10/28/2020 | 058098   | DC Purchases | Amazon             | 1202000 - Acc... | 6.46              |
| Bill                      | 10/29/2020 | 202706   | DC Purchases | Dollar Tree        | 1202000 - Acc... | 10.70             |
| Bill                      | 10/29/2020 | 042909   | DC Purchases | Amazon             | 1202000 - Acc... | 110.97            |
| Bill                      | 10/30/2020 | 093365   | DC Purchases | Amazon             | 1202000 - Acc... | 16.76             |
| Bill                      | 10/30/2020 | 069505   | DC Purchases | 4Imprint           | 1202000 - Acc... | 401.18            |
| Bill                      | 10/30/2020 | 030412   | DC Purchases | Wal-Sams           | 1202000 - Acc... | 32.76             |
| * Bill                    | 11/02/2020 | 036112   | DC Purchases | Google Suite       | 1202000 - Acc... | 5.42 * office     |
| * Bill                    | 11/04/2020 | 013322   | DC Purchases | Staples            | 1202000 - Acc... | 133.42 * office   |
| Bill                      | 11/05/2020 | 734267   | DC Purchases | Publix             | 1202000 - Acc... | 37.08             |
| Bill                      | 11/17/2020 | 60528... | DC Purchases | Walmart            | 1202000 - Acc... | 114.95            |
| Bill                      | 11/17/2020 | 028284   | DC Purchases | Candy              | 1202000 - Acc... | 110.04            |
| Bill                      | 11/19/2020 | 042919   | DC Purchases | Webstaurant        | 1202000 - Acc... | 60.71             |
| * Bill                    | 11/19/2020 | 020810   | DC Purchases | Staples            | 1202000 - Acc... | 96.54 * office    |
| Bill                      | 11/30/2020 | 711861   | DC Purchases | Dollar Tree        | 1202000 - Acc... | 16.28             |
| Bill                      | 12/02/2020 | 042392   | DC Purchases | Publix             | 1202000 - Acc... | 23.27             |
| * Bill                    | 12/03/2020 | 003454   | DC Purchases | Google G Suite     | 1202000 - Acc... | 6.00 * office     |
| Bill                      | 12/04/2020 | 121993   | DC Purchases | Sams Club          | 1202000 - Acc... | 17.36             |
| Bill                      | 12/07/2020 | 073008   | DC Purchases | Publix             | 1202000 - Acc... | 66.43             |
| Bill                      | 12/07/2020 | 073031   | DC Purchases | Publix             | 1202000 - Acc... | 4.00              |
| Bill                      | 12/08/2020 | 018635   | DC Purchases | Paw Action         | 1202000 - Acc... | 435.00            |
| * Bill                    | 01/04/2021 | 077404   | DC Purchases | Google G Suite     | 1202000 - Acc... | 6.00 * office     |
| * Bill                    | 02/02/2021 | 38720... | DC Purchases | Google G Suite     | 1202000 - Acc... | 6.00 * office     |
| * Bill                    | 03/03/2021 | 35860    | DC Purchases | Google G Suite     | 1202000 - Acc... | 6.00 * office     |
| * Bill                    | 03/06/2021 | 14634... | DC Purchases | Direct Tools - ... | 1202000 - Acc... | 64.18 * Clubhouse |
| Bill                      | 03/16/2021 | 061346   | DC Purchases | Publix - Clubh...  | 1202000 - Acc... | 11.68             |
| * Bill                    | 03/30/2021 | 61114... | DC Purchases | Sams Club          | 1202000 - Acc... | 195.87 * office   |

Total 1511050 - Office Supplies

3,460.07

Total 1100000 - Administrative

3,460.07

**TOTAL****3,460.07**

Events Line Items (Fall Fest/Holiday Party)

office