



Highland Lakes Reserve

HLR Board of Directors Meeting
June 26, 2018
3:30pm at Marmer Construction

Agenda

Call to Order

Review and Approve Minutes from 5/23/18

Review Financials

Old Business

- Update from Robin Gibson
- Internet update
- Signs

New Business

- Tree trimming
- HWY 66 cleanup and lighting

Adjourn





Highland Lakes Reserve

HLR Board of Directors Meeting
May 23, 2018
3:30pm at Marmer Construction

Minutes

Board Members Present: Marty Wohl, ~~Jimmy Wohl~~, Bill Lanzisera, Kevin Bock, Dusty Johnson
CAMs Present: Linda Boring, Johanna Johnston

Call to Order - Marty called the meeting to order 3:32pm

Review and Approve Minutes from 4/24/18 - Dusty motioned to approve. Kevin seconded. Motion passed unanimously.

Review Financials - Linda presented the aging summary. Aged receivables has reduced significantly. Dusty motioned to approve. Kevin seconded motion approved unanimously.

Old Business

- Rapid Systems update - Dustin Jurman, CEO of Rapid Systems provided a presentation on what Rapid Systems can provide for HLR. They recommend two towers/sites to provide maximum coverage for the community. Dustin recommends using concrete poles and solar energy. Dustin recommends the poles be 35ft above ground. If the Association pays for the equipment Rapid will cover the service and repair. In Highlands County their internet packages include 10mbg \$49-\$59, 25mbg \$79-\$99, 50mbg \$120, 100mbg \$140. The FCC could take 2-3 weeks to give the license. Dustin will send the numbers for a wireless network, running fiber to one pole and running fiber for the whole community.
- Gibson update - Nothing new to update
- Rules & Regulations - Dusty motioned to adopt the rules and regulations. Bill second. Motion passed unanimously.
- Lot 001 - Request to remove from Association - The Association Attorney recommends having a release from the Fish and Wildlife Commission. CAM will email Mr. Tkacz that because there was a wildlife preserve permitted on his property, the Association needs a release from FWC.
- Lot 037 - Request to reconsider late fee - The lot owner's attorney called Linda. Linda asked the attorney if they were contesting any of the facts in the decision letter from the Board, the attorney did say he did not contest the facts but was calling to see if the matter could be resolved with a call. Linda advised that the request had to be in writing to Board so they can make a decision. The letter came requesting documentation of Board decisions and minutes. Kevin made a motion to





let the late fee stand and send the documentation to the Owner's attorney. Seconded by Bill.
Motion passed unanimously.

- Vote to accept deed - Kevin questioned if it should be accepted before the issue with SWFWMD water management had been resolved. The issue has been tabled.
- Length of Officer terms - Dusty and Bill's terms will end in 2019. Rebecca's term will end in 2020. Marty & Kevin's terms will end in 2021.

Adjourn – meeting adjourned at 5:07pm



Highland Lakes Reserve POA, Inc
Balance Sheet
As of June 26, 2018

	Jun 26, 18
ASSETS	
Current Assets	
Checking/Savings	
Cable Contingency	208,738.47
HLR POA-HNB Checking	168,258.89
Total Checking/Savings	376,997.36
Accounts Receivable	
Accounts Receivable	16,284.68
Total Accounts Receivable	16,284.68
Other Current Assets	
Due from Owners - Mowing Costs	-27,905.00
Inventory Asset	
Gate Remotes	325.00
Total Inventory Asset	325.00
Total Other Current Assets	-27,580.00
Total Current Assets	365,702.04
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	9,000.00
TOTAL ASSETS	374,702.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds	4,000.00
Debris Deposits	4,000.00
Total Other Current Liabilities	8,000.00
Total Current Liabilities	8,000.00
Total Liabilities	8,000.00
Equity	
Opening Balance Equity	200,000.00
Reserves	-200,000.00
Retained Earnings-Unappropriated	261,421.27
Net Income	105,280.77
Total Equity	366,702.04
TOTAL LIABILITIES & EQUITY	374,702.04

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
January through May 2018

	Jan - May 18	Budget	Jan - May 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Annual Dues	240,503.33	0.00	240,503.33	0.00	237,000.00
Interest Income	518.96		518.96		
Other Income					
Estoppel Fees	450.00	0.00	450.00	0.00	55,000.00
Funds from 2017	0.00	0.00	0.00	0.00	3,000.00
Plan and Specification Review	4,500.00	0.00	4,500.00	0.00	0.00
Other Income - Other	2,421.34	0.00	2,421.34	0.00	0.00
Total Other Income	7,371.34	0.00	7,371.34	0.00	58,000.00
Total Income	248,393.63	0.00	248,393.63	0.00	295,000.00
Gross Profit	248,393.63	0.00	248,393.63	0.00	295,000.00
Expense					
Administrative/ Management	4,113.40	0.00	4,113.40	0.00	7,800.00
Annual Owners Meeting Expense	42.92	0.00	42.92	0.00	250.00
Annual Reports	61.25	70.00	61.25	70.00	70.00
Attorney Fees	7,652.84	0.00	7,652.84	0.00	12,956.00
Bank Service Charges	10.00	0.00	10.00	0.00	0.00
Cable Infrastructure	0.00	0.00	0.00	0.00	39,100.00
Computer and Internet Expenses	869.31	0.00	869.31	0.00	600.00
Copy and Reproduction Costs	43.14	0.00	43.14	0.00	120.00
Insurance Expense	1,500.83	0.00	1,500.83	0.00	3,000.00
Miscellaneous Repairs	325.13	0.00	325.13	0.00	0.00
Office Supplies	53.00	0.00	53.00	0.00	300.00
Postage and Delivery	124.34	0.00	124.34	0.00	250.00
Professional Fees	350.00	0.00	350.00	0.00	2,500.00
Repairs and Maintenance					
Common Area Mowing					
Boat ramp/park	4,000.00	0.00	4,000.00	0.00	9,600.00
Ponds/Eagles Nest	0.00	0.00	0.00	0.00	10,620.00
Total Common Area Mowing	4,000.00	0.00	4,000.00	0.00	20,220.00
Entrance Gates	1,287.00	0.00	1,287.00	0.00	5,000.00
Entrance/Hwy 66/Maintenance	9,930.10	0.00	9,930.10	0.00	10,200.00
Entrance/Sparta/Maintenance	7,175.00	0.00	7,175.00	0.00	18,600.00
Entry Sparta/Repair and Replace					
Entry/Sparta Rd Sod	0.00	0.00	0.00	0.00	13,000.00
Entry Sparta/Repair and Replace - Other	85,618.00	0.00	85,618.00	0.00	84,134.00
Total Entry Sparta/Repair and Replace	85,618.00	0.00	85,618.00	0.00	97,134.00
Entry/Hwy 66 Repair and Replace	0.00	0.00	0.00	0.00	15,000.00
Fence Line Vegetation	800.00	0.00	800.00	0.00	1,400.00
Fencing	0.00	0.00	0.00	0.00	4,000.00
Landscaping/Irrigation	451.29	0.00	451.29	0.00	0.00
Lot Mowing	0.00	0.00	0.00	0.00	2,500.00
Pond Maintenance	3,479.74	0.00	3,479.74	0.00	30,000.00
Repairs Common Area	148.25	0.00	148.25	0.00	12,000.00
Repairs and Maintenance - Other	430.00	0.00	430.00	0.00	0.00
Total Repairs and Maintenance	113,319.38	0.00	113,319.38	0.00	216,054.00

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
January through May 2018

	Jan - May 18	Budget	Jan - May 18	YTD Budget	Annual Budget
Supplies	0.00	0.00	0.00	0.00	3,000.00
Telephone Expense	1,179.69	0.00	1,179.69	0.00	3,000.00
Utilities	1,764.00	0.00	1,764.00	0.00	6,000.00
Total Expense	131,409.23	70.00	131,409.23	70.00	295,000.00
Net Ordinary Income	116,984.40	-70.00	116,984.40	-70.00	0.00
Net Income	116,984.40	-70.00	116,984.40	-70.00	0.00



1211 N Westshore Blvd., Ste. 711
Tampa, Florida 33607

Quotation for Wireless Hardware

Sales Representative	Date	Quote Number
	6/20/2018	30499

Bill To
Highland Lakes Reserve aka Just Rentals 811 US Hwy 27 South Sebring, FL 33870

Site Location
Highland Lakes Reserve aka Just Rentals 811 US Hwy 27 South Sebring, FL 33870

DESCRIPTION	QTY	U/M	COST	TOTAL
1 Licensed Link 11 GHz Backhaul Pair	1		8,900.00	8,900.00T
FCC Study, Application and filings	2		1,320.00	2,640.00
Solar Array and Battery Kit	2		3,400.00	6,800.00T
60 GHz Link between Poles	1		2,980.00	2,980.00T
Hardened Switches	2		630.00	1,260.00T
Cambium 450 AP	6		2,907.45	17,444.70T
Cables, Surges and Suppressers	1		1,250.00	1,250.00T
Sales Tax			7.00%	2,704.43

	TOTAL	\$43,979.13
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**This form must be faxed back before an installation can be scheduled. Please fax to 813-441-8515.
An Authorized Signature below indicates acceptance of all terms.**

Thank you for allowing Rapid Systems to provide you with this quote. Quotes are valid for 30 days. Price & Availability are subject to change. This quote may not include sales tax or shipping fees.

All labor is warrantee for 90 Days. All equipment sold carries the manufacturers warrantee.

The labor in this quote is a best estimate. Rapid Systems bills for time spent at a one hour minimum.

Authorized Signature _____ Title _____

Phone #	Fax #	Web Site
813-232-4887	813-441-8515	http://www.rapidsys.com

Your contact info Doug Nietubicz
 Business name Iron Horse Specialties
 Business email dnetubicz@yahoo.com
 Phone number 863-214-7075
 Website www.ironhorsesignsandmore.com

Quote number 201850
 Invoice date * 6/12/2018
 Due date

Send to
 CAM Management Services, 863-471-0078
 attn: Linda Boring, 863-381-4025

Item name *	Description	Quantity *	Unit price *	Amount	Taxable
Item 1	Furnish and carve 1.5"x5.5"x42" cedar two sided sign, 2 color, Painted White & Black	1	\$150.00	\$150.00	Yes
Item 2	Furnish 5.5x5.5x12' pressure Treated Post, machined with decorative chamfered top, cut dados for signs.	1	\$100.00	\$100.00	Yes
Item 3	Set pressure Treated Post and install signs with Galvanized lag bolts and washers, & Paint black.	1	\$125.00	\$125.00	Yes

Subtotal		\$375.00
Discount type	Amount	
Discount		\$0.00
Shipping	\$0.00	\$0.00
Shipping taxable?	No	
Sales tax rate	7.50%	\$28.13
Total		\$403.13

Terms & conditions

Characters remaining: 3963

Make Checks payable to Doug Nietubicz

Note to recipient

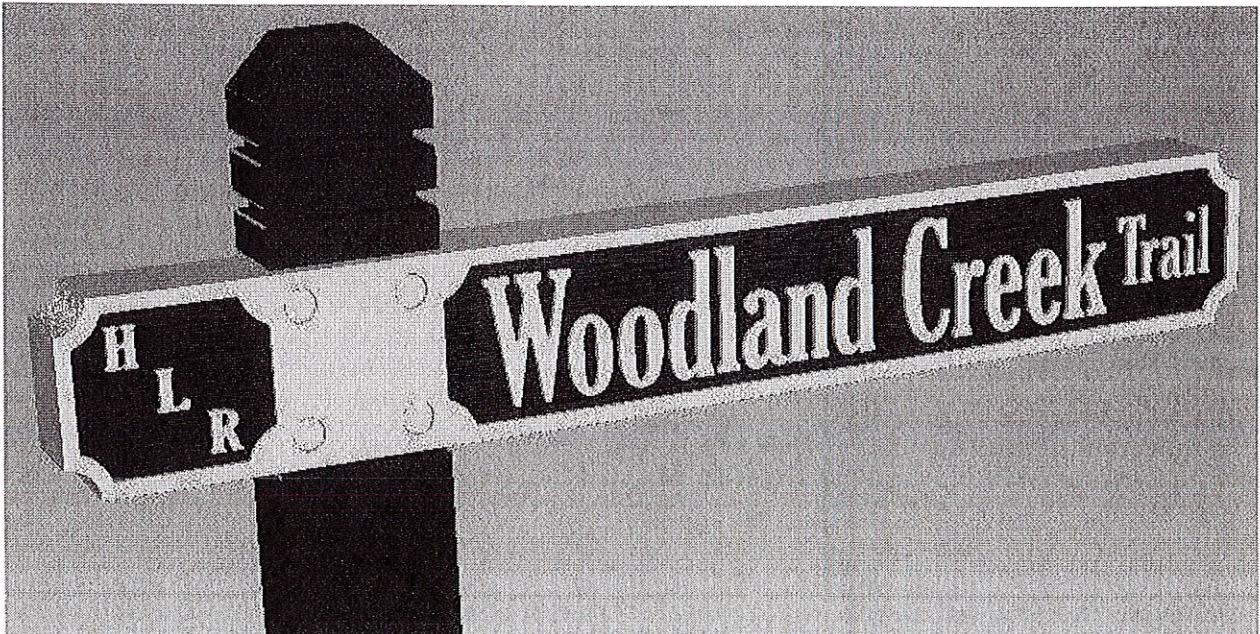
Characters remaining: 3954

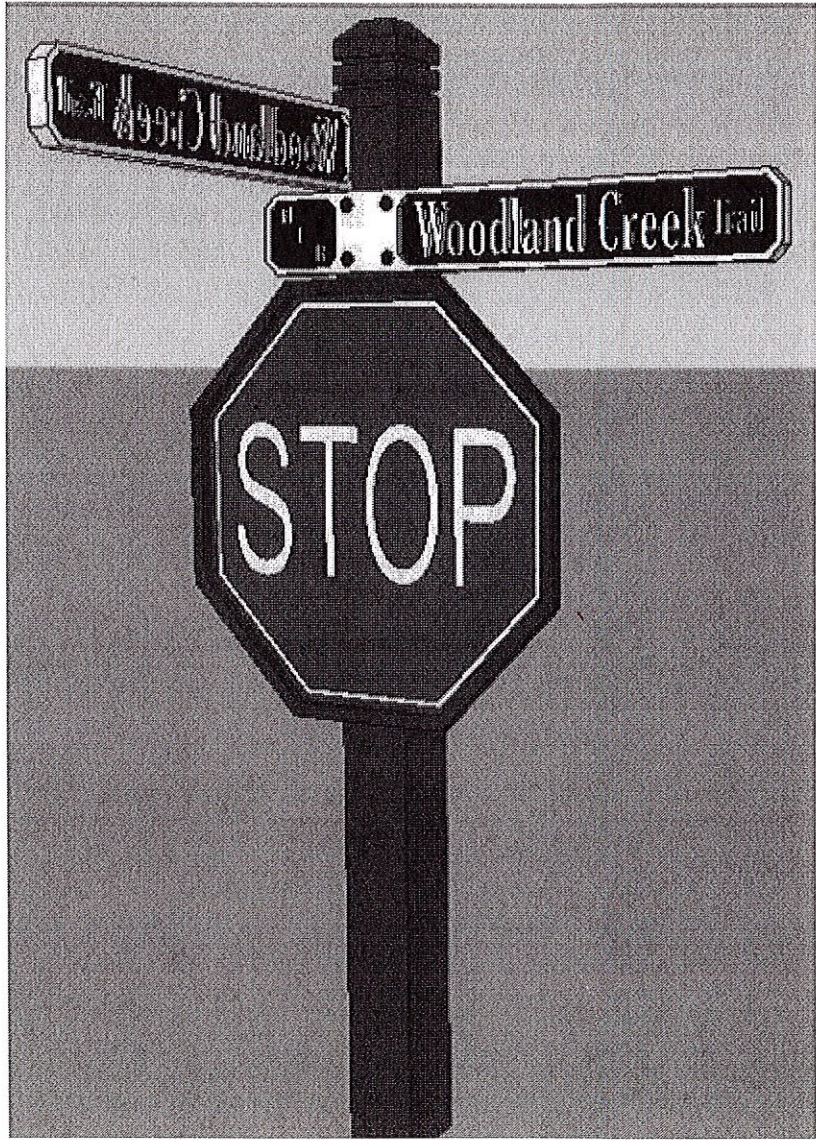
See attached pictures of sign profile options.

Option 1



Option 2





3116 Tanglewylde Ave.
Lake Placid, FL 33852

Tillman's Tree Service, Inc.

Office: 863-465-3522
Mobile: 863-441-4896
Fax: 863-465-5998

Proposal Submitted To:

Name: **Linda Boring**
Address:
City:
State:
Phone:
Fax:
Contact: Linda@lindaboring.net

Proposal Date:

Date: 6-1-2018

Work To Be Performed At:

Location: Sparta Rd
City: Sebring
State:



We hereby propose to furnish the materials, and perform the labor necessary for the completion of the above said project.

51 oaks trees by entry ways to be thinned out and lifted.
All limb debris to be hauled off to landfill.

Total: \$ 1,100.00

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of: _____

Payments to be made as follows: _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specs involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmens Comp. Insurance.

Acceptance of Proposal

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

Signature _____ Signature _____ Date _____

**Respectfully Submitted,
Jd Tillman**

Note: This proposal may be withdrawn by us if not accepted within _____ days.

3116 Tanglewylde Ave.
Lake Placid, FL 33852

Tillman's Tree Service, Inc.

Office: 863-465-3522
Mobile: 863-441-4896
Fax: 863-465-5998

Proposal Submitted To:

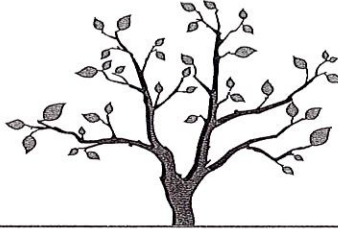
Name: **Linda Boring**
Address:
City:
State:
Phone:
Fax:
Contact: Linda@lindaboring.net

Proposal Date:

Date: 6-1-2018

Work To Be Performed At:

Location: Highlands Lake Reserve
City: Sebring
State:



We hereby propose to furnish the materials, and perform the labor necessary for the completion of the above said project.

74 oaks trees by entry ways to be thinned out and lifted.
All limb debris to be hauled off to landfill.

Total: \$ 2,400.00

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of: _____

Payments to be made as follows: _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specs involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmens Comp. Insurance.

Acceptance of Proposal

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

Signature _____ Signature _____ Date _____

**Respectfully Submitted,
Jd Tillman**

Note: This proposal may be withdrawn by us if not accepted within _____ days.

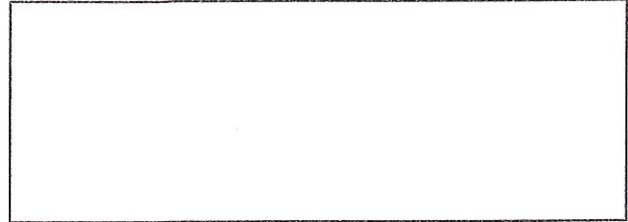


P. O. BOX 742
 AVON PARK, FL 33826

Estimate

Date	Estimate #
6/11/2018	1023

Billing Address
Highland Lakes Reserve c/o Just Rentals 811 HWY 27 S Sebring, FL 33870



0518-172

Qty	Description	Rate	Total
30	Sparta Road Entrance - Lift and think Oak trees. Haul off and disposal of debris. - Recommended Annually	35.00	1,050.00
48	Sparta Road Berm North and South of Entrance - Lift and think Oak trees. Haul off and disposal of debris. - Recommended Every Other Year	35.00	1,680.00
35	HWY 66 Entrance - Lift and think Oak trees. Haul off and disposal of debris. - Recommended Annually	35.00	1,225.00

Phone #	Fax #	E-mail	Total	\$3,955.00
863-453-7300	Fax 863-452-6700	info@edgewoodfl.com		

Please visit our website to see our services that include, maintenance, irrigation, landscape, pest, tree, and hardscape.

Crosson & Payne Tree & Land Service
 11011 Twitty Road
 Sebring, FL 33876
 billing@cptree.com
 http://www.cptree.com



ESTIMATE

ADDRESS

Linda Boring
 Highland Lakes Reserve
 Sebring, fl 33875

SHIP TO

Linda Boring
 Highland Lakes Reserve
 Sebring, fl 33875

ESTIMATE # 4134

DATE 06/05/2018

ACTIVITY	QTY	RATE	AMOUNT
Labor:Trimming Year 1. Elevate canopies and thin 116 Live Oak trees at the entrances and on the property boundaries(burms). Remove all related debris	1	11,000.00	11,000.00
Labor:Trimming Year 2. Elevate and thin all of the Live Oaks around the entrances only. (primarily for aesthetics and for vehicle clearance. All other oaks should not need to be pruned annually, as long as they are never over pruned causing them to grown faster.) This could cost less depending on the time it takes to prune, and how much pruning is actually needed. Price quoted is not to be exceeded	1	3,000.00	3,000.00

.....
 This puts the trees on a 2 year cycle totaling \$14000.00 costing \$60.34 per tree annually to maintain them. By addressing the pruning incrementally the overall aesthetics of the property and health of the trees will be at its best.

TOTAL

\$14,000.00

Accepted By

Accepted Date



P. O. BOX 742
 AVON PARK, FL 33826

Estimate

Date	Estimate #
6/20/2018	0618-106

Billing Address
Highland Lakes Reserve c/o Just Rentals 811 HWY 27 S Sebring, FL 33870

66 Entrance Renovations

Qty	Description	Rate	Total
80	Labor and equipment to remove unwanted landscape material, labor to trim existing material that is to be kept, labor to thin existing landscape, labor to grade beds as necessary	35.00	2,800.00
80	Cubic yards of debris hauled and disposed	20.00	1,600.00
1	Bore Installations	1,800.00	1,800.00
1	Irrigation Material to Add irrigation from northern limits of irrigation to pump station and alter as necessary for new landscape in entry	1,450.00	1,450.00
1	Labor for irrigation installation from northern limits of irrigation to the pump station and alter as necessary for new landscape in entry	2,900.00	2,900.00
1	Landscape Material to install VE landscape similar to Sparta entrance keeping anchor trees and plants	6,400.00	6,400.00
1	Labor and Equipment for Landscape and Mulch Installation	3,200.00	3,200.00
40	LED Lighting Fixtures - Transformer, wire, fixture and Installation	400.00	16,000.00
1	Irrigation Material for 3 Additional Zones of rotors on the top of the berm on 66	1,765.00	1,765.00
1	Labor for installation of 3 Additional Zones of rotors on the top of the berm on 66	2,350.00	2,350.00
Phone #	Fax #	E-mail	Total \$40,265.00
863-453-7300	Fax 863-452-6700	info@edgewoodfl.com	
Please visit our website to see our services that include, maintenance, irrigation, landscape, pest, tree, and hardscape.			

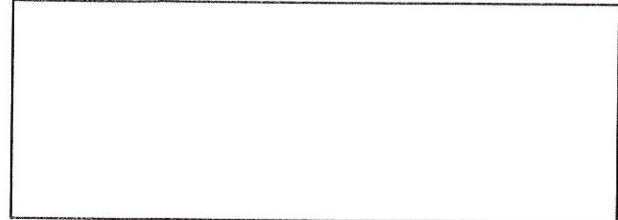


P. O. BOX 742
 AVON PARK, FL 33826

Estimate

Date	Estimate #
6/26/2018	1056

Billing Address
Highland Lakes Reserve c/o Just Rentals 811 HWY 27 S Sebring, FL 33870



0618-140

Qty	Description	Rate	Total
1	Material to install irrigation system at boat ramp including 4 inch well, pump and electronics.	4,380.00	4,380.00
1	Installation of necessary bores.	1,500.00	1,500.00
1	Labor to install irrigation system at boat ramp including 4 inch well, pump and electronics.	3,150.00	3,150.00

Phone #	Fax #	E-mail	Total	\$9,030.00
863-453-7300	Fax 863-452-6700	info@edgewoodfl.com		

Please visit our website to see our services that include, maintenance, irrigation, landscape, pest, tree, and hardscape.