



Highland Lakes Reserve

HLR Board of Directors Meeting
November 19, 2019
3:30pm at Just Rentals

Agenda

Call to Order

Review and Approve Minutes from 9/17/19

Review Financials

Budget Review for 2020

Unfinished Business

- Cellgate
- Rapid
- Pond Treatment
- Brinling Violation of non-compliance
 - Need vote for fine
 - Need vote to take care of issue
- ARC Colors
- Hogs update

New Business

- Steve Service Proposal - ARC Fence Section
- SWFL Approval Letter

Adjourn





Highland Lakes Reserve

HLR Board of Directors Meeting

September 17, 2019

3:15pm at Just Rentals

Minutes

Board Members Present: Marty Wohl, Kevin Bock, Rebecca Benevides, William Lanzisera and Dusty Johnson (left at 5:03)

CAM's Present: Linda Boring and Jillian Febres

Call to Order Kevin called the meeting to order at 3:21pm

Review and Approve Minutes from 4/16/19 Dusty motioned to approve and Marty seconded – Motioned passed

Review Financials –

Linda went over the financials – the only thing not inline was the mailbox purchase and Rebecca also gave us the ledger to correct the inventory for the remotes which is now corrected. Aging summary: many lot owners still owe for mowing. The bill is for the full 5 months of cuts. Linda asked if there was any questions. Dusty asked if a reminder has been sent out and Linda said yes. Next CAM will be adding late fees. Marty asked what has CAM done to collect. Linda explained multiple notices have been sent out to the owners. Edgewood was discussed about the swales and damaged sprinklers and if they are repairing and billing us. Per CAM: at this time they are not. All bills coming in are normal. Dusty motioned to approve the financials and Bill seconded the motion. Motion passed unanimously.

Unfinished Business

- Gate Damage Payment
 - Linda talked to TJ and there is a witness and TJ took her deposition. TJ has not heard back from Bottom Zupp ... TJ will be providing the witness information to the police. Once he talks to the officer about this the police will then talk to an attorney. We will know more tomorrow.
- Rapid





- We have part of the rapid quote. Linda spoke to Tim Morrows, in regards to the quote for gate 66 and she asked him if this will service the whole area and he said no. She explained to them they needed the whole area. They are going back to check the site to see what they can do. This quote is only for one equipment – priced 2 poles. This quote is for one pole siting. Linda said the quote might go up another \$35k. Until they check the site we will know more. Marty asked can we plug a number into this contract. Linda said there was an agreement. We need to get the price right on this and if they don't do what they are told they will need to reimburse us.

- Picnic Tables
 - Dusty said either the Honeycomb or green table for \$678.85. Dusty made a motion to go with letter F in the evergreen –quantity 2 for \$678.85/ea. Rebecca seconded the motion. Motion passed unanimously.

- Gate Keys
 - Bill discussed he doesn't want the association liable for anything because of ingress issue. He believes TJ should give us some sort of direction on what to do on this issue. For example, who owns the property or move the gate where we have permission. The fence was put up so they wouldn't trespass. Bill suggest they run this by legal and see what options they have. Kevin doesn't see that they have a legal problem. Marty asked if there is a way to find out who owns the lot. It was mentioned they are owners from Miramar FL. Marty asked Bill if action needs to be taken. Maybe a certified letter to them. Let the owners know we have a gate right near the property – Bill is not in favor in what the gate is being used for. Rebecca is still wondering if the association still has a liability issue on this. Marty asked Linda to ask TJ for legal advice on this gate. It was asked if they need to add some legal action on the release.

- Pond Treatment
 - Bill spoke to Bobby in June and currently HLR has a 3 year contract. Once the contract is needing to be renewed nothing is to be done. Bill doesn't agree. He feels 4 treatments to the ponds are too much. Bill explained: After speaking with Bobby and driving around the ponds, he advised the board they can't really get to one of the ponds, but Bobby just treats the outsides right now. He personally believes only 3 treatments are really needed right now and not 4. Marty asked what Bobby recommended and Bill said he would say 5x. Linda suggested to have Bobby come out to the next board meeting to have a deeper discussion about the treatments of the ponds. Rebecca suggested since HLR is a nature preserve and do they want to preserve our actual preservations because right now she feels we are not actually doing this. The lakes are a good example and so is





the eagles nest area. As a Board member, she feels we need to make a decision especially into our bylaws which requires 80% of votes to change this. Marty said we do have to abide by the water district, and we need to find out what all we need to do and can't do. Marty does feel the lakes do need to be preserved but there are manmade retention ponds also. Marty says finish the 4x and next year probably go down to 2x a year.

New Business

- Contract-Edgewood – 3yr includes:
 - Full Lawn Service
 - Irrigation
 - Fertilizing and Pesticides
 - A vote is needed and signed per Linda. She asked the board to make a decision so we can move forward with the contract. Dusty motioned to sign the contract and Marty seconded. Motion passed unanimously

- Request from Owner – Martinez
 - Trim trees in preserve next to his home and replace damaged fencing
 - Linda went over the email and the estimates from JNT and explained what JNT has done so far. She suggests to wait for the picnic tables to come in. The \$7200 is one area of the preserve and the 2nd is for the whole area. Dusty suggest to go with the \$7200 quote (repair) – There is a discrepancy with the \$24k quote. Need more clarification from JNT. Kissimmee valley forestry (reach out to them for some advice on what needs to be done to do prescribe burning). Board has advised to let Martinez know we are working on this and are working towards getting this fixed. Linda will let Martinez know.

- Estimate from McNabb

- Request from Owner – Peluso
 - Approve plans for contemporary style home that has a 5/12 pitch
 - Rebecca doesn't see a problem with the plans. Linda reminded the Board we did turn down other plans because of pitch. Marty said Steve's plan was not contemporary and that's why it was not approved. Dusty asked what is the downside and the Board, agreed there isn't any. Marty let the board know his business is not under any contractual business with them. Discussion was made among the board members about the 8 degree difference and they need to agree





on pitch and not style of the home. Dusty made a motion to approve the plans and Rebecca seconded – Marty abstained – motion passed.

- Notice to owners and response
 - Walters – Linda sent notice – a response was sent back (see email) Linda asked what the board would like to do. Bill said he will take care of the issue of the Horse.
 - Brinling – notice for violations – Several notices has been sent. A final notice will need to be sent because some other violations have not been done and will need to be done within 30 days or will be fined. Rebecca motioned to approve the letter being sent to Brinling and Bill seconded the motion – motion passed unanimously
 - Matlin – Rebecca mentioned the dead tree needs to be removed from hurricane Irma and she wants a letter sent to the owner. Linda suggest we talk to TJ about enforcing the owners about the downed trees since its not just at Matlins yard but behind several owners' yards. No notices have been sent for downed trees. Rebecca made a motion to send them a notice. With no 2nd motion the motion is dead.
 - Note about Trash and pallets of tiles dumped on a lot. A notice about the tiles will be sent

- Eagles Nest – Related Docs and Covenants
 - Rebecca didn't see anything about protecting the preserves in our covenants and she feels this is a big concern. She doesn't have any specific changes to bring to the board at this time but, she would like to get an agreement from the Board about the future protection of the area. Marty wants to know what Rebecca would like to add to the docs about the preservation of areas in HLR so there can be some brainstorming on this topic in the future. She said there is basically nothing right now in the covenants. She doesn't have anything specific but would like to see something. Marty felt this could be a violation of owner property rights. There is a sensitivity issue right now, especially protecting the environment. Marty doesn't know what other language can be added based on what they have right now. Rebecca asked maybe a committee can be created on this. Linda reminded to amend anything there will need to be 80% of the votes of 155 owners. Marty asked Rebecca to put some people together and bring it to the board. She agreed

- Drainage





- It was grated incorrectly per Marty. Decision was made about Kiko's lot issue. Board said we can't dictate what the owners do about grating the property. Once the raining season is over maybe CAM will need to get Jimmy to clean out the grates – This was suggested by Linda and Kevin. Marty will get a price for next year's budget
- Architectural Committee
 - Hire Just Rentals to upload all information, collect from the builders and provide info to committee \$150
 - CAM will coordinate everything on this. Linda asked for a motion to approve. Rebecca said this will come out of the construction part of the budget. Kevin made a motion to hire Just Rental Inc. for \$150 per application, to upload all information into the dropbox, collect funds and all plans and provide all information to the committee Marty so moved – motion passed unanimously.
- Sod Sparta Road Entrance
 - Linda explained about the sod issue on Sparta and Marty wanted to know what it compared to the last bids. Linda will look into this and will table it till the next Board meeting. Marty asked if there was money in the budget for this. Linda said there are areas in the budget we can move around to pay for this. Marty asked when is the best time of the year to do this: Linda said probably winter – Marty has asked to table for right now.
- Cellgate for Hwy 66 and Sparta Road
 - Verizon or AT&T cellular service – Works like any other telephone system. Hook credentials to it. Gate codes will work with the system. When visitors come to callbox to call in there will be a notification on owners phone and they can either accept or decline if they accept (like a ring doorbell) they can have a live conference with them. Each household can store up to 9 cellphones. There will be 3 tiers of numbers – up to 3 phones can be called at the same time – first person to answer and it will stop calling all others. All is done via the cloud. They can program anywhere they have internet browser. Cellgate.com They can look at the transactions as well under history. This system also takes a snapshot of the person. Representor says this system is super simple to use like a ring doorbell. Board asked what is the cost of the plan – He will send this to us via email – based on how many households in the community – top 155 # - \$50 base





price – only takes snapshot of visitors. \$50 +25 for monthly cellular fee and it goes up when they get more homes. \$160/mo per unit in cellular fees for 155 homes and this is using the picture options. Needs to be protected by lighting. Dusty asked what the setup is. Makes sure there is a ground rod next to it. How long does it take and to also input the data – was asked by Linda: All can be done in a day. The system is built and can take up to 2 weeks to produce. Marty asked about vendors coming into the gate – They can have a 4 digit code as well but will not be able to get the picture taken. 2nd gate will be a ½ priced discount. If Cell towers go down – they can only use the codes instead to get in. If power goes out – its in the gate operator itself. \$4k for one unit – net \$2500 – There is capital procreation money per Linda to cover this. Need to cancel with Century link since they have not done anything. Marty moved we go with cellgate for both gates for 8k and move the funds from capital and bill seconded the motion – Motion passed unanimously

Adjourn: Kevin motioned to adjourn at 5:38PM – Rebecca seconded the motion.



Highland Lakes Reserve POA, Inc

Balance Sheet

As of November 19, 2019

	Nov 19, 19
ASSETS	
Current Assets	
Checking/Savings	
Cable Contingency	466,958.17
HLR POA-HNB Checking	177,350.66
Mid Florida Savings	100.00
Total Checking/Savings	644,408.83
Accounts Receivable	
Accounts Receivable	10,150.29
Total Accounts Receivable	10,150.29
Other Current Assets	
Due from Owners - Mowing Costs	-5,865.00
Inventory Asset	
Gate Remotes	528.59
Total Inventory Asset	528.59
Total Other Current Assets	-5,336.41
Total Current Assets	649,222.71
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	9,000.00
TOTAL ASSETS	658,222.71
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds	7,000.00
Debris Deposits	7,000.00
Total Other Current Liabilities	14,000.00
Total Current Liabilities	14,000.00
Total Liabilities	14,000.00
Equity	
Opening Balance Equity	200,000.00
Reserves	-200,000.00
Retained Earnings-Unappropriated	556,982.92
Net Income	87,239.79
Total Equity	644,222.71
TOTAL LIABILITIES & EQUITY	658,222.71

Highland Lakes Reserve POA, Inc
Balance Sheet
As of November 19, 2019

	<u>Nov 19, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Cable Contingency	466,958.17
HLR POA-HNB Checking	177,350.66
Mid Florida Savings	100.00
Total Checking/Savings	<u>644,408.83</u>
Accounts Receivable	
Accounts Receivable	4,894.68
Total Accounts Receivable	<u>4,894.68</u>
Other Current Assets	
Due from Owners - Mowing Costs	-5,865.00
Inventory Asset	
Gate Remotes	528.59
Total Inventory Asset	<u>528.59</u>
Total Other Current Assets	<u>-5,336.41</u>
Total Current Assets	<u>643,967.10</u>
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	<u>9,000.00</u>
TOTAL ASSETS	<u><u>652,967.10</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds	7,000.00
Debris Deposits	7,000.00
Total Other Current Liabilities	<u>14,000.00</u>
Total Current Liabilities	<u>14,000.00</u>
Total Liabilities	14,000.00
Equity	
Opening Balance Equity	200,000.00
Reserves	-200,000.00
Retained Earnings-Unappropriated	552,220.37
Net Income	86,746.73
Total Equity	<u>638,967.10</u>
TOTAL LIABILITIES & EQUITY	<u><u>652,967.10</u></u>

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
 January through October 2019

12:29 PM
 11/19/19
 Cash Basis

	Jan - Oct 19	Budget	Jan - Oct 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Annual Dues	237,000.00	0.00	237,000.00	0.00	237,000.00
Interest Income	2,730.96		2,730.96		
Other Income					
Estoppel Fees	750.00	0.00	750.00	0.00	900.00
Funds from 2018	0.00	87,506.00	0.00	87,506.00	87,506.00
Plan and Specification Review	4,500.00	0.00	4,500.00	0.00	3,000.00
Other income - Other	645.00	0.00	645.00	0.00	1,000.00
Total Other income	5,895.00	87,506.00	5,895.00	87,506.00	92,406.00
Total Income	245,625.96	87,506.00	245,625.96	87,506.00	329,406.00
Gross Profit	245,625.96	87,506.00	245,625.96	87,506.00	329,406.00
Expense					
Administrative/ Management					
Annual Owners Meeting Expense	6,500.00	0.00	6,500.00	0.00	7,800.00
Annual Reports	42.88	0.00	42.88	0.00	250.00
Attorney Fees	61.25	0.00	61.25	0.00	70.00
Computer and Internet Expenses	2,272.76	0.00	2,272.76	0.00	15,000.00
Copy and Reproduction Costs	327.00	0.00	327.00	0.00	1,200.00
Insurance	122.35	0.00	122.35	0.00	100.00
Insurance/Liability	1,500.83	0.00	1,500.83	0.00	3,000.00
Insurance/Property	2,022.97	0.00	2,022.97	0.00	2,023.00
Total Insurance	3,523.80	0.00	3,523.80	0.00	5,023.00
Office Supplies					
Postage and Delivery	233.37	0.00	233.37	0.00	150.00
Professional Fees	13.32	0.00	13.32	0.00	200.00
Repairs and Maintenance	350.00	0.00	350.00	0.00	1,000.00
Common Area Mowing					
Boat ramp/park	9,400.00	0.00	9,400.00	0.00	9,600.00
Entrances	24,000.00	0.00	24,000.00	0.00	28,800.00
Ponds/Eagles Nest	7,280.00	0.00	7,280.00	0.00	10,620.00
Total Common Area Mowing	40,680.00	0.00	40,680.00	0.00	49,020.00
Docks					
Entrance Gates	0.00	0.00	0.00	0.00	5,000.00
	1,338.07	0.00	1,338.07	0.00	5,000.00

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
 January through October 2019

12:29 PM
 11/19/19
 Cash Basis

	Jan - Oct 19	Budget	Jan - Oct 19	YTD Budget	Annual Budget
Entrance/Hwy 66/Maintenance					
Entry/Hwy 66 Repair and Replace	1,594.14	0.00	1,594.14	0.00	2,000.00
Mulch	0.00	0.00	0.00	0.00	3,300.00
Spray/Fertilizer	0.00	0.00	0.00	0.00	3,000.00
Tree Trimming	0.00	0.00	0.00	0.00	2,000.00
Total Entrance/Hwy 66/Maintenance	1,594.14	0.00	1,594.14	0.00	10,300.00
Entrance/Sparta/Maintenance					
Entry Sparta/Repair and Replace	1,093.86	0.00	1,093.86	0.00	2,000.00
Mulch	0.00	0.00	0.00	0.00	3,300.00
Mulch Buffer	0.00	0.00	0.00	0.00	5,500.00
Spray/Fertilizer	0.00	0.00	0.00	0.00	3,000.00
Tree Trimming	0.00	0.00	0.00	0.00	2,000.00
Total Entrance/Sparta/Maintenance	1,093.86	0.00	1,093.86	0.00	15,800.00
Fence Line Vegetation	1,236.90	0.00	1,236.90	0.00	1,400.00
Pond Maintenance	6,959.48	0.00	6,959.48	0.00	16,000.00
Repairs Common Area	2,575.06	0.00	2,575.06	0.00	5,000.00
Total Repairs and Maintenance	55,477.51	0.00	55,477.51	0.00	107,520.00
Telephone Expense	2,499.26	0.00	2,499.26	0.00	2,500.00
Utilities	4,680.95	0.00	4,680.95	0.00	4,500.00
Total Expense	76,104.45	0.00	76,104.45	0.00	145,313.00
Net Ordinary Income	169,521.51	87,506.00	169,521.51	87,506.00	184,093.00
Other Income/Expense					
Other Expense					
CAPITAL IMPROVEMENTS					
Boat Ramp Irrigation/Electric	10,530.00	0.00	10,530.00	0.00	11,530.00
Fence Replacement	23,000.00	0.00	23,000.00	0.00	23,000.00
Fencing/West Boundary Security	25,385.00	0.00	25,385.00	0.00	25,000.00
Internet Installation	0.00	60,000.00	0.00	60,000.00	60,000.00
Security System	7,714.20	7,716.00	7,714.20	7,716.00	7,716.00
Street Signage	6,591.10	0.00	6,591.10	0.00	6,500.00
Total CAPITAL IMPROVEMENTS	73,220.30	67,716.00	73,220.30	67,716.00	133,746.00
Reserve - Capital Appropriation	10,349.48	0.00	10,349.48	0.00	50,347.00
Total Other Expense	83,569.78	67,716.00	83,569.78	67,716.00	184,093.00
Net Other Income	-83,569.78	-67,716.00	-83,569.78	-67,716.00	-184,093.00
Net Income	85,951.73	19,790.00	85,951.73	19,790.00	0.00

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Overview
 January through December 2020

	Jan - Dec 20
Ordinary Income/Expense	
Income	
Annual Dues	237,000.00
Other income	
Estoppel Fees	750.00
Funds from 2019	125,000.00
Plan and Specification Review	4,500.00
Other income - Other	1,000.00
Total Other income	131,250.00
Total Income	368,250.00
Gross Profit	368,250.00
Expense	
Administrative/ Management	
Plan Submission and upload	450.00
Administrative/ Management - Other	7,800.00
Total Administrative/ Management	8,250.00
Annual Owners Meeting Expense	250.00
Annual Reports	70.00
Attorney Fees	2,500.00
Computer and Internet Expenses	144.00
Copy and Reproduction Costs	150.00
Insurance	
Insurance/Liability	1,600.00
Insurance/Property	2,050.00
Total Insurance	3,650.00
Office Supplies	300.00
Postage and Delivery	144.00
Professional Fees	500.00
Repairs and Maintenance	
Common Area Mowing	
Boat ramp/park	9,600.00
Entrances	28,800.00
Ponds/Eagles Nest	10,620.00
Total Common Area Mowing	49,020.00
Docks	5,000.00
Entrance Gates	5,000.00
Entrance/Hwy 66/Maintenance	
Entry/Hwy 66 Repair and Replace	2,000.00
Mulch	3,300.00
Spray/Fertilizer	4,000.00
Tree Trimming	2,000.00
Total Entrance/Hwy 66/Maintenance	11,300.00
Entrance/Sparta/Maintenance	
Entry Sparta/Repair and Replace	
Entry/Sparta Rd Sod	8,000.00
Entry Sparta/Repair and Replace - Other	2,000.00
Total Entry Sparta/Repair and Replace	10,000.00
Mulch	3,300.00
Mulch Buffer	5,500.00
Spray/Fertilizer	4,000.00
Tree Trimming	2,000.00
Total Entrance/Sparta/Maintenance	24,800.00

11:19 AM
11/19/19
Cash Basis

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Overview
January through December 2020

	Jan - Dec 20
Fence Line Vegetation	1,400.00
Landscaping/Irrigation	3,000.00
Pond Maintenance	17,500.00
Repairs Common Area	5,100.00
Total Repairs and Maintenance	122,120.00
Telephone Expense	3,000.00
Utilities	5,100.00
Total Expense	146,178.00
Net Ordinary Income	222,072.00
Other Income/Expense	
Other Expense	
CAPITAL IMPROVEMENTS	
Erosion Repair	7,625.00
Fence Replacement	25,000.00
Internet Installation	70,000.00
Preserve Controlled Burn	16,800.00
Total CAPITAL IMPROVEMENTS	119,425.00
Total Other Expense	119,425.00
Net Other Income	-119,425.00
Net Income	102,647.00

Highland Lakes Reserve POA, Inc
Customer Balance Summary
All Transactions

	<u>Nov 21, 19</u>
020-Bishop, Andrew	150.00
028-John, Nick	250.00
029-Hylton, Leonie	250.00
031-Davis, Compton and Patricia	25.00
033-Wang, Vivian and Tao, Yong X	200.00
034-Pester, Blake	250.00
046-Collier, Keith	250.00
047-Collier, Keith	250.00
051-Kennedy, Lori	250.00
059-Service, Steve	200.00
074-Graziani, Herman	350.00
076-Chai-Chang, Ronnie	350.00
077-Chai-Chang, Ronnie	350.00
081-Pester	300.00
082-Mancini, Corrado	-0.32
085-Bharath, Chandra	300.00
087- Florida Land Partners, LLC	-85.00
090 Martinez, Melissa	25.00
100-Rafferty, John & Laura	250.00
114-Laman, Jason	250.00
116-Salem, Sam	200.00
120-Groves, Don E and Virginia E	200.00
128-Herndon, Patrick F	200.00
132-Matlin, Brian and Luz	200.00
137-Siracuse, Joan E	200.00
138-Hoover, Sandra Baker	200.00
141-Leo, Lisa Ann	225.00
151-Moffatt, Timothy J	-220.00
159-Progeny Corp	200.00
163-Vazquez, Federico & Kristian	25.00
Bottom Zupp	4,555.61
TOTAL	<u>10,150.29</u>



Proposal

Job Number

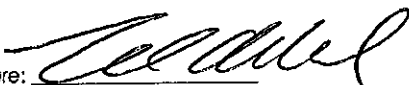
Customer: Highlands Lake Reserve
Sparta Entry

Job:
Address:
Phone:

Qty	Description	Unit Price	Line Total
	Sparta Entry		\$ -
1.00	Landscape	\$ 18,100.00	\$ 18,100.00
		\$ -	\$ -
1.00	Irrigation	\$ 950.00	\$ 950.00
35.00	Lighting -	\$ 400.00	\$ 14,000.00
1.00	Directional Bores	\$ 1,800.00	\$ 1,800.00
0.00	Per SQ FT Floratam - Removal and Replacement - .65	\$ 0.85	\$ -
	Total Capital Improvement		\$ 34,850.00

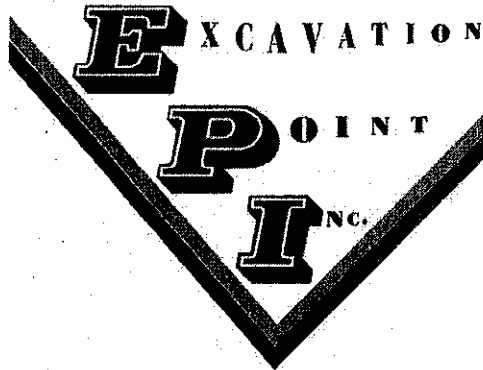
			\$ -
	North Buffer		\$ -
1.00	Irrigation	\$ 19,800.00	\$ 19,800.00
1.00	Landscape	\$ 10,394.00	\$ 10,394.00
		\$ -	\$ -
	Total Capital Improvement		\$ 30,194.00

			\$ -
	South Buffer		\$ -
1.00	Irrigation	\$ 11,700.00	\$ 11,700.00
1.00	Landscape	\$ 7,434.00	\$ 7,434.00
		\$ -	\$ -
	Total Capital Improvement		\$ 19,134.00

Authorized Signature: 
Highland Lakes Reserve POA President

\$ -
\$ -
\$ -
\$ 84,178.00

All material is guaranteed as specified in plan. All work to be completed in a professional manner according to standard practices.
All alterations involving added costs executed on written orders. Invoices submitted during construction due upon receipt for work completed.



Highland Lakes Reserve POA, Inc.
Attention: Marty Wohl & Linda Boring
811 US 27 South
Sebring, FL 33870
Email marty@marmmerconstruction.com
Email linda@lindaboring.net

**Proposal
11/18/19**

HIGHLAND LAKES RESERVE – EROSION REPAIR

Repair 18" aluminum MES into retention pond east side boulevard entrance. Sod upon completion.

\$ 1,910.00

Install concrete MES on existing 15" ADS pipe. Add approximately 30SF riprap at end of MES. Grade existing slope approximately 125LF. Sod upon completion.

\$ 1,645.00

Cap off 5" dewatering underdrain in swale by lift station. Sod upon completion.

\$ 495.00

Reconstruct and slope swale north of lift station. Add approximately 250SF riprap on embankment into retention pond. Sod upon completion.

\$ 1,975.00

West fence line, remove erosion from retention pond. Place riprap at location to prevent future erosion approximately 250SF.

\$ 1,600.00

TOTAL \$ 7,625.00

**EXCLUDES ROADWAY/DRIVEWAY REPAIR, TESTING
WATERING OF SOD BY OTHERS**

Note: Pricing valid for 30 days. Price excludes permitting, impact fees, bond, surveying, video inspection, any damage or relocation to undesignated underground utilities, certified as-built, landscaping, and irrigation.

Thank You,

Accepted By: _____

Tal J. Rancourt
President

Dated: _____



KISSIMMEE VALLEY FORESTER

Sam Van Hook

660 Rainbow Blvd.
Babson Park, FL 33827
(863) 638-3431 • MOBILE 678-5199 • FAX 638-0195



HIGHLANDS LAKE RESERVE

BURNING
PROPOSAL

2019

Our services:

1. Provide all qualified labor (3-4 crewmembers) to conduct prescribed burning activities in a safe manner to meet the management objectives of the owner.
2. Provide two pumper trucks, 4-wheel drive tractor and disc, burn fuel, stand-by or suppression services from the Florida Forest Service when needed.
3. Provide copies of the prescribed burn plans.
4. Provide liability insurance coverage.
5. Obtain permits and assume responsibility.
6. Provide firelines around burn units

Landowner responsibilities:

1. Provide a landowner representative to coordinate management actions on the property.

COSTS

Mulching/Grinding to establish firelines: 40-60 hours at \$150.00 an hour	\$6,000.00 - \$9,000.00
Installation of firelines (Rototilling)	\$ 800.00
Fire Crew: 3-4 state fire qualified (Daily basis)	
Fire equipment: 2 brush truck pumpers, 4-wheel drive tractor and disc Stand-by services from Florida Forest Service (if needed)	\$3,500.00 per day
Total burn days estimated to complete project- 2 days	\$7,000.00
<u>Total for project</u>	<u>\$13,800.00-\$16,800.00</u>

J-N-T'S MOWING SERVICE, INC.

9449 Ramblewood Drive
 Zolfo Springs, FL 33890

Estimate

Date	Estimate #
7/29/2019	1690

Name / Address
Highlands Lake Reserve POA

			Project
Description	Qty	Rate	Total
Trim trees and bushes that are damaging fence Replace 158 boards, broken posts and paint approximately 8100' of Board fence around protected area all material furnished	8,100	3.00	24,300.00
Thank you for the opportunity to bid on this job		Total	\$24,300.00

P. O. BOX 742
AVON PARK, FL 33826

Estimate

DATE	ESTIMATE NO.
9/13/2019	2819

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

Service Address

P.O. No.	0910-31
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Quantity	Description	Rate	Total
	Resodding the Entrance on Sparta Road.		
	Complete redo on left side as you go in.		
6,000	Herbicide and remove existing turf. Left side going in over to first oak tree.	0.35	2,100.00
6,000	Sq Ft Floratam Sod. Material	0.35	2,100.00
6,000	Equipment and labor for sod installation.	0.18	1,080.00
	Total- \$5280.00		
1,000	Or Labor and material. Just the dead or browning spot closer to the road. Complete cut out, delivery and installation of Floratam sod.	1.00	1,000.00
	Replace dead areas on right side going in.		
1,000	Labor and material. Complete cut out, delivery and installation of Floratam sod.	1.00	1,000.00

Phone #	Fax #	E-mail	Total	\$7,280.00
8634537300	Fax 863-452-6700	info@edgewoodfl.com		

Please visit our website to see our variety of services: edgewoodlandscape.info Like and Follow! IG: edgewood_landscape FB: Edgewood Landscape



An Equal
Opportunity
Employer

Southwest Florida Water Management District

2379 Broad Street, Brooksville, Florida 34604-6899

(352) 796-7211 or 1-800-423-1476 (FL only)

WaterMatters.org

Bartow Office
170 Century Boulevard
Bartow, Florida 33830-7700
(863) 534-1448 or
1-800-492-7862 (FL only)

Sarasota Office
6750 Fruitville Road
Sarasota, Florida 34240-9711
(941) 377-3722 or
1-800-320-3503 (FL only)

Tampa Office
7601 U.S. 301 North (Fort King Highway)
Tampa, Florida 33637-6759
(813) 985-7481 or
1-800-836-0797 (FL only)

Mark Taylor

Chair, Hernando, Marion

Michelle Williamson

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Joel Schielcher

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Treasurer, Citrus, Lake, Levy,
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Polk

Rebecca Smith

Hillsborough, Pinellas

Brian J. Armstrong, P.G.

Executive Director

November 12, 2019

Highland Lakes Reserve
Property Owners Association, INC.

William Lanzisera
4052 Camp Shore Dr.
Sebring, FL 33875

Subject: Access Request

Dear Mr. Bock,

The Hydrologic Data Section of the Southwest Florida Water Management District is requesting permission to access property of the Highland Lakes Reserve Property Owners Association, INC. at 3001 Woodland Creek Trl, Sebring, FL 33875, your community common area, in order to install, monitor, and maintain a staff gauge on Lake Ruth.

Lake Ruth is one of a network of over 700 sites within the District that enables us to monitor lake levels over time, and thereby manage and protect the water resources in our 16-county area of responsibility. Your assistance with our efforts is greatly appreciated.

We have been monitoring Lake Ruth since 1984 but are about to lose access to our current staff gauge. We would like to move the gauge to where it would be accessible through your community common area. We are requesting access to 3001 Woodland Creek Trl, Sebring, FL 33875 to install, survey, monitor, and maintain the gauge. Installation will require installation of a permanent elevation benchmark on the property. The benchmark is a 3 ½ inch round aluminum plate that will be flush with the ground and can be located in an area of your discretion.

If you are agreeable to allowing us access to the property, please sign and return both of the enclosed access agreements. One fully executed original will be returned for your files after our Division Director has signed the agreements. Hydrologic Data section staff would be happy to talk or meet to address any questions or concerns.

Thank you for your consideration of our request. We look forward to hearing from you at your earliest convenience.

Sincerely,

Joseph Fogel
Hydrologic Data Analyst
Data Collection Bureau
352.796.7211, ext. 4186
Joey.Fogel@WaterMatters.org

Encl: (2)

Approved by Attorney: _____

LICENSE AGREEMENT

THIS LICENSE AGREEMENT is made and entered into by and between Highland Lakes Reserve Property Owners Association, INC., a Florida not for profit corporation, having an address of 807 US HWY 27 South, Sebring, FL 33870, hereinafter referred to as "Licensor" and the Southwest Florida Water Management District, a public corporation, having an address of 2379 Broad Street, Brooksville, Florida 34604-6899, hereinafter referred to as "Licensee."

WHEREAS, Licensor holds fee title to certain real property located within Section 18 of Township 35 South and Range 29 East in Highlands County, Florida, with a street address of 3001 Woodland Creek Trl., Sebring, FL 33875, the "Property"; and

WHEREAS, Licensee desires to access and use the Property to install, maintain, and repair or replace an elevation survey benchmark and hydrologic monitoring equipment, and to access such hydrologic monitoring equipment to perform hydrologic measurements and to monitor and record water levels; and

WHEREAS, Licensor agrees to allow access to and use of the Property owned by Licensor for the purposes provided herein.

NOW THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, Licensor and Licensee hereby agree as follows:

1. Licensor grants to Licensee, its employees, agents and subcontractors a license to enter upon, over and across and to use any and all lands, more particularly described in Exhibit "A", attached hereto and incorporated herein by this reference, located within the Property, to install, maintain, and repair or replace hydrologic monitoring equipment consisting of an elevation survey benchmark and staff gauge, and to access such hydrologic monitoring equipment to perform hydrologic measurements and to monitor and record water levels. Uses may include ingress and egress for workers, machinery and vehicles. The number of workers, and the type of machinery and vehicles, shall be the minimum reasonably necessary to effectuate the purpose of this License Agreement.
2. The license period shall begin on the date of the execution of this License Agreement by the last of the parties and shall continue in effect unless earlier terminated by either party giving sixty (60) days prior written notice to the other party, at the address set forth above.
3. Licensee agrees that it does not and will not at any time claim any interest or estate of any kind in the Property and will restore the Property to a safe and aesthetic condition, as existed prior to Licensee's use.
4. Licensor agrees to indemnify and hold harmless the Licensee, its agents, employees and officers from and against all liabilities, claims, damages, expenses or actions, either at law or in equity, including attorney's fees and costs and attorney fees and costs on appeal, caused or incurred, in whole or in part, as a result of any act or omission by Licensor, or anyone for whose acts or omissions Licensor may be liable as a result of

Licensors' fee ownership or its use of the Property. This provision shall survive the termination of this License Agreement.

5. Licensee agrees to indemnify and hold harmless Licensor, its agents, employees and officers from and against all liabilities, claims, damages, expenses or actions, either at law or in equity, including attorney's fees and costs and attorney fees and costs on appeal, caused or incurred, in whole or in part, as a result of any negligent act or omission by Licensee or anyone for whose negligent acts or omissions Licensee may be liable as a result of Licensee's rights under this License Agreement. Nothing contained herein shall constitute a waiver of Licensee's sovereign immunity under Section 768.28, Florida Statutes (F.S.), or to extend the limits of liability or recovery under Section 768.28, F.S. This provision shall survive the termination of this License Agreement.

IN WITNESS WHEREOF, the parties have executed this License Agreement on the day and year last written below.

LICENSOR

Kevin Bock, President
Highland Lakes Reserve Property Owners Association, INC.

Date _____

LICENSEE

SOUTHWEST FLORIDA WATER
MANAGEMENT DISTRICT

Brian Starford
Operations, Lands & Resource Monitoring Division Director

Date _____

