



Highland Lakes Reserve

HLR Board of Directors Meeting
January 21, 2020
3:30pm at Just Rentals

Agenda

Call to Order

Review and Approve Minutes from 11/19/19

Financials

Unfinished Business

- Brinling
- Rapid
 - Poles
- Control Burn Update

New Business

- Sparta Road front grass and plants dying
- Officer Duties/Bylaws
- Construction work on Sundays
- Nominating Committee
- Annual Meeting Date

Adjourn





Highland Lakes Reserve

HLR Board of Directors Meeting

November 19, 2019

3:30pm at Just Rentals

Minutes

Board Members Present: Kevin Bock, William Lanzisera, Marty Wohl and Dusty Johnson (arrived at 4:05pm)

CAM's Present: Linda Boring and Jillian Febres

Guest in Attendance: Bob Terrel (Central Florida Aquatics)

Call to Order: Kevin called the meeting to order at 3:40pm

Review and Approve Minutes from 9/17/19: Board viewed the prior meeting minutes. Marty moved to accept the minutes as presented. Bill seconded the motion. Motion passed.

Review Financials: Linda went over the financials. Linda explained CAM works on a cash report basis and with Jimmy billing us on a cut the reports would need to be on an accrual basis to see the actual amounts for the lawn mowing. Everything is inline for P&L only thing is the park benches that were not budgeted. Marty would like to change the contingency account name to Contingency Fund Account. Nothing has been paid out for more than what they agreed on. Aging Summary: 2 issues, Bottoms Zupp, police is not going to pursue this any further. Can file a civil suit and not collect attorneys' fees back. Linda thinks it should be written off as bad debt. Recommends to send one more letter to all owners who still owe for mowing will go to lien if not paid by 12/31/19. Linda asked for a vote for both. Bill made a motion and Marty so moved. Motion passed. Marty made a motion to write off Bottoms Zupp and Bill seconded the motion. Motion passed

Budget Review for 2020: Linda presented the 2020 budget to the Board. What's left in the budget is \$102,647 that can go into capital improvements or Capital Reserves. Common area can be raised from \$5100 to \$10k, Linda asked the Board their thoughts on this and Entrance gates bumped to \$11k. Balance will be put into contingency fund. Marty asked for a price quote for 2 gates being put up by Jimmy McNabb. Linda will get this and now fence replacement will need to be increased for the 2020 budget and Linda will increase this based on the quote. Dusty motioned to approve and Bill seconded the motion. Motion passed Linda will get the figures from Jimmy and send the 2020 budget back out.





Unfinished Business

- Cellgate
 - Hwy 66 gate is up and running but it has issues. No remotes work. Sara is right now taking care of this with Cellgate. Sparta will not be done until all the quirks are taken care of with gate 66. Right now, hwy 66 gate is open until this is situated.
- Rapid
 - Linda spoke with Tim again today. She is waiting on the pole guy to return her call so she can get this expedited so HLR can hire the pole guy separately.
- Pond Treatment
 - Bob Terrel – Contract call for 8 treatments. 7 the first year. It was asked if HLR can cut back to 4 to stay within budget. Bob has tried to make it work but feels this is not a desirable way. Bob explained his concerns about the ponds and having some difficulty on one steep bank. He thinks no more than 5x a year and he won't treat it if it doesn't need to be treated. Marty explained there are some concerns about the fish decline, and it could be possibly from the treatment. Bill has asked Bob to be a little judicial on when he treats the ponds, but he does appreciate the work he does. Bob explained he is following by what is called for on the HLR contract. If the Board is asking for something else the contract will need to be revised. Marty explained to Bob, there is a decline in the wildlife and some owners feel the reason is because there has been a lot of treatments around the ponds. The Board has asked Bob to be conservative about the treatments on the ponds going forward.
- Brinling Violation of non-compliance
 - Need vote for fine
 - Need vote to take care of issue
 - Linda asked for a vote to fine. A fine committee also needs to be appointed as well. Linda mentioned Laura, Laz, Scott Kirouac or Todd G or Frank Platt. Linda will call. Marty asked to speak with Brinling. Fine starts at \$100 and can go up to a \$1000. Dusty motions to fine Brinling for \$100 and Bill seconded the motion. Motion passed.
- ARC Colors
 - Anything that requires a permit will need to give a \$1000 deposit refundable –





- All exterior colors will need to be provided to the ARC with their original plans or at least prior to painting. Dusty motioned and Marty seconded. Motion passed.
- Hogs update
 - Linda explained they got 3, 300lb hogs and Laura has asked to have a trapper come in on a regular basis or at least bi-weekly. It is \$50 a hog to catch them. The Board feels this is a concern since it is getting worse and it needs to be addressed. Linda suggested to talk to the trapper and get some suggestions and then come back to the board on this.

New Business

- Steve Service Proposal - ARC Fence Section
 - Marty explained Steve wants to put a wall up or fence and it is a decorative front wall and is in front of the wall with stone and is 3' tall and retaining wall. If there is no retainer wall then we need to add this to the ARC rules. Will hold off and send to ARC committee
- SWFL Approval Letter
 - Bill – park dock would be more sufficient to place it. Kevin asked if there was a liability for this and confirmed there isn't. Marty motioned and dusty seconded the motion. Motion passed
- Marty asked to pair McNabb's quote with Dusty's. Linda will ask him to revise his quote.

Adjourn: Motion to adjourn by Kevin at 4:52pm



Highland Lakes Reserve POA, Inc
Balance Sheet
As of January 21, 2020

	Jan 21, 20
ASSETS	
Current Assets	
Checking/Savings	
Contingency Fund	464,071.17
HLR POA-HNB Checking	308,432.74
Mid Florida Savings	100.00
Total Checking/Savings	772,603.91
Accounts Receivable	
Accounts Receivable	729.68
Total Accounts Receivable	729.68
Other Current Assets	
Due from Owners - Mowing Costs	-510.00
Inventory Asset	
Gate Remotes	318.59
Total Inventory Asset	318.59
Undeposited Funds	1,500.00
Total Other Current Assets	1,308.59
Total Current Assets	774,642.18
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	9,000.00
TOTAL ASSETS	783,642.18
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	625,517.18
Net Income	144,125.00
Total Equity	769,642.18
TOTAL LIABILITIES & EQUITY	783,642.18

Highland Lakes Reserve POA, Inc
Balance Sheet
As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Contingency Fund	464,071.17
HLR POA-HNB Checking	165,167.74
Mid Florida Savings	100.00
Total Checking/Savings	<u>629,338.91</u>
Accounts Receivable	
Accounts Receivable	1,299.68
Total Accounts Receivable	<u>1,299.68</u>
Other Current Assets	
Due from Owners - Mowing Costs	-510.00
Inventory Asset	
Gate Remotes	388.59
Total Inventory Asset	<u>388.59</u>
Total Other Current Assets	<u>-121.41</u>
Total Current Assets	<u>630,517.18</u>
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	<u>9,000.00</u>
TOTAL ASSETS	<u><u>639,517.18</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	73,296.81
Total Equity	<u>625,517.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>639,517.18</u></u>

12:25 PM

01/21/20

Highland Lakes Reserve POA, Inc
Customer Balance Summary
As of December 31, 2019

	<u>Dec 31, 19</u>
020-Bishop, Andrew	150.00
028-NICHOLS, WILLIAM & JEAN	225.00
029-Hylton, Leonie	250.00
031-Davis, Compton and Patricia	25.00
074-Graziani, Herman	350.00
082-Mancini, Corrado	-0.32
085-Bharath, Chandra	300.00
087-Florida Land Partners, LLC	-85.00
100-Rafferty, John & Laura	250.00
114-Laman, Jason	250.00
151-Moffatt, Timothy J	-240.00
163-Vazquez, Federico & Kristian	25.00
TOTAL	<u><u>1,499.68</u></u>

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
 December 2019

12:34 PM
 01/21/20
 Cash Basis

	Dec 19	Budget	Jan - Dec 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Annual Dues	0.00	237,000.00	237,000.00	237,000.00	237,000.00
Interest Income	311.65		3,343.96		
Other Income					
Estoppel Fees	0.00	900.00	900.00	900.00	900.00
Funds from 2018	0.00	0.00	0.00	87,506.00	87,506.00
Plan and Specification Review	0.00	3,000.00	9,000.00	3,000.00	3,000.00
Other income - Other	250.00	1,000.00	995.00	1,000.00	1,000.00
Total Other income	250.00	4,900.00	10,895.00	92,406.00	92,406.00
Total Income	561.65	241,900.00	251,238.96	329,406.00	329,406.00
Gross Profit	561.65	241,900.00	251,238.96	329,406.00	329,406.00
Expense					
Administrative/ Management	650.00	7,800.00	7,800.00	7,800.00	7,800.00
Annual Owners Meeting Expense	0.00	250.00	42.88	250.00	250.00
Annual Reports	0.00	70.00	61.25	70.00	70.00
Attorney Fees	0.00	15,000.00	2,272.76	15,000.00	15,000.00
Computer and Internet Expenses	0.00	1,200.00	327.00	1,200.00	1,200.00
Copy and Reproduction Costs	0.00	100.00	122.35	100.00	100.00
Insurance					
Insurance/Liability	0.00	3,000.00	1,500.83	3,000.00	3,000.00
Insurance/Property	0.00	2,023.00	2,022.97	2,023.00	2,023.00
Total Insurance	0.00	5,023.00	3,523.80	5,023.00	5,023.00
Office Supplies	0.00	150.00	233.37	150.00	150.00
Postage and Delivery	-0.65	200.00	12.67	200.00	200.00
Professional Fees	0.00	1,000.00	350.00	1,000.00	1,000.00
Repairs and Maintenance					
Common Area Mowing					
Boat ramp/park	800.00	9,600.00	11,100.00	9,600.00	9,600.00
Entrances	2,400.00	28,800.00	28,800.00	28,800.00	28,800.00
Ponds/Eagles Nest	0.00	10,620.00	9,050.00	10,620.00	10,620.00
Total Common Area Mowing	3,200.00	49,020.00	48,950.00	49,020.00	49,020.00
Docks	0.00	5,000.00	0.00	5,000.00	5,000.00
Entrance Gates	0.00	5,000.00	1,338.07	5,000.00	5,000.00

Highland Lakes Reserve POA, Inc
Profit & Loss Budget Performance
 December 2019

12:34 PM
 01/21/20
 Cash Basis

	Dec 19	Budget	Jan - Dec 19	YTD Budget	Annual Budget
Entrance/Hwy 66/Maintenance					
Entry/Hwy 66 Repair and Replace	0.00	2,000.00	1,154.20	2,000.00	2,000.00
Mulch	0.00	3,300.00	0.00	3,300.00	3,300.00
Spray/Fertilizer	0.00	3,000.00	0.00	3,000.00	3,000.00
Tree Trimming	0.00	2,000.00	1,225.00	2,000.00	2,000.00
Total Entrance/Hwy 66/Maintenance	0.00	10,300.00	2,379.20	10,300.00	10,300.00
Entrance/Sparta/Maintenance					
Entry Sparta/Repair and Replace	0.00	2,000.00	1,093.86	2,000.00	2,000.00
Mulch	0.00	3,300.00	0.00	3,300.00	3,300.00
Mulch Buffer	0.00	5,500.00	0.00	5,500.00	5,500.00
Spray/Fertilizer	0.00	3,000.00	0.00	3,000.00	3,000.00
Tree Trimming	0.00	2,000.00	2,730.00	2,000.00	2,000.00
Total Entrance/Sparta/Maintenance	0.00	15,800.00	3,823.86	15,800.00	15,800.00
Fence Line Vegetation	0.00	1,400.00	1,236.90	1,400.00	1,400.00
Pond Maintenance	3,479.74	16,000.00	10,439.22	16,000.00	16,000.00
Repairs Common Area	0.00	5,000.00	2,575.06	5,000.00	5,000.00
Total Repairs and Maintenance	6,679.74	107,520.00	70,742.31	107,520.00	107,520.00
Telephone Expense	266.87	2,500.00	3,033.00	2,500.00	2,500.00
Utilities	571.42	4,500.00	5,850.98	4,500.00	4,500.00
Total Expense	8,167.38	145,313.00	94,372.37	145,313.00	145,313.00
Net Ordinary Income	-7,605.73	96,587.00	156,866.59	184,093.00	184,093.00
Other Income/Expense					
Other Expense					
CAPITAL IMPROVEMENTS					
Boat Ramp Irrigatio/Electric	0.00	11,530.00	10,530.00	11,530.00	11,530.00
Fence Replacement	0.00	23,000.00	23,000.00	23,000.00	23,000.00
Fencing/West Boundary Security	0.00	25,000.00	25,385.00	25,000.00	25,000.00
Internet Installation	0.00	0.00	0.00	60,000.00	60,000.00
Security System	0.00	0.00	7,714.20	7,716.00	7,716.00
Street Signage	0.00	6,500.00	6,591.10	6,500.00	6,500.00
Total CAPITAL IMPROVEMENTS	0.00	66,030.00	73,220.30	133,746.00	133,746.00
Reserve - Capital Appropriation	0.00	50,347.00	10,349.48	50,347.00	50,347.00
Total Other Expense	0.00	116,377.00	83,569.78	184,093.00	184,093.00
Net Other Income	0.00	-116,377.00	-83,569.78	-184,093.00	-184,093.00
Net Income	-7,605.73	-19,790.00	73,296.81	0.00	0.00

Highland Lakes Reserve POA, Inc
Balance Sheet
As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Contingency Fund	464,071.17
HLR POA-HNB Checking	165,167.74
Mid Florida Savings	100.00
Total Checking/Savings	629,338.91
Accounts Receivable	
Accounts Receivable	1,499.68
Total Accounts Receivable	1,499.68
Other Current Assets	
Due from Owners - Mowing Costs	-510.00
Inventory Asset	
Gate Remotes	388.59
Total Inventory Asset	388.59
Total Other Current Assets	-121.41
Total Current Assets	630,717.18
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	9,000.00
TOTAL ASSETS	639,717.18
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	552,427.31
Net Income	73,289.87
Total Equity	625,717.18
TOTAL LIABILITIES & EQUITY	639,717.18

Highland Lakes Reserve POA, Inc
Balance Sheet
As of January 21, 2020

	Jan 21, 20
ASSETS	
Current Assets	
Checking/Savings	
Contingency Fund	464,071.17
HLR POA-HNB Checking	308,432.74
Mid Florida Savings	100.00
Total Checking/Savings	772,603.91
Accounts Receivable	
Accounts Receivable	95,379.68
Total Accounts Receivable	95,379.68
Other Current Assets	
Due from Owners - Mowing Costs	-510.00
Inventory Asset	
Gate Remotes	318.59
Total Inventory Asset	318.59
Undeposited Funds	1,500.00
Total Other Current Assets	1,308.59
Total Current Assets	869,292.18
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	9,000.00
TOTAL ASSETS	878,292.18
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	625,717.18
Net Income	238,575.00
Total Equity	864,292.18
TOTAL LIABILITIES & EQUITY	878,292.18

Highland Lakes Reserve POA, Inc
Customer Balance Summary
 As of January 21, 2020

	Jan 21, 20
001-Tkacz, Eduardo	1,500.00
012-Hugo Cifuentes & Gloria Guerra	1,500.00
017-Johnson, Kenneth	1,500.00
019-Thornton, John	1,500.00
020-Bishop, Andrew	1,650.00
024-Abderrahim McHatet	1,500.00
025-Green, Paul and Hortense	1,500.00
028-NICHOLS, WILLIAM & JEAN	225.00
029-Hylton, Leonie	1,750.00
031-Davis, Compton and Patricia	1,525.00
032-George & Mary Wheeler	1,500.00
033-Wang, Vivian and Tao, Yong X	1,500.00
034-Pester, Blake	1,500.00
037-Solis, Luis D	1,500.00
042-Glauber, Charles and Umbelina	1,500.00
045-Elder, John and Laura	1,500.00
049-Leslie Bravo	1,500.00
051-Kennedy, Lori	1,500.00
054-Johnson, David and Janet	1,500.00
055-Lange, Robert and Martha	1,500.00
057-Seeber, Robert & Stephanie	1,500.00
062-Bell, Joseph and Laurie	1,500.00
064-Holderness, Ann & Fung, Selwyn	1,500.00
070-William & Morgan Davis	1,500.00
071-Lombardi, Monsie	1,500.00
072-Zeledon, Jorge and Marta	1,500.00
074-Graziani, Herman	1,500.00
080-Lee, Winston et al	1,500.00
081-Pester	1,500.00
082-Mancini, Corrado	1,499.68
083-King Sr, Thomas R	1,500.00
085-Bharath, Chandra	300.00
086-Stone, Philip E and Ines	1,500.00
087-Florida Land Partners, LLC	-85.00
091-King Sr, Thomas R	1,500.00
092-Castro, Jesus	1,500.00
093-Algarian-Rodriguez	1,500.00
094-Davis, Compton and Patricia	1,500.00
095-Davis, Compton and Patricia	1,500.00
099-Villalta, Pedro	1,500.00
100-Rafferty, John & Laura	1,750.00
103-Rodriguez, Rigoberto	1,500.00
104-Kirkley, CM and Jolie	1,500.00
105-Vazquez, Ulises and Nivia	1,500.00
110-Miller, Martha	1,500.00
111-Rodriguez, Rigoberto	1,500.00
112-Sundar, Mike M and Joyce H	1,500.00
116-Salem, Sam	1,500.00
119-Hosrom, Michael	1,500.00
122-Slobodow, Michael and Debra	1,500.00
123-Backus, Leslie J	1,500.00
127-Brinling, Timothy D & Jennifer	1,500.00
129-McCoy TRS	1,500.00
131-Schaffer, Anthony	1,500.00
138-Hoover, Sandra Baker	1,500.00
139-Progeny Corp	1,500.00
144-Lowrey, Sally Bond	1,500.00
147-Yolanda Janna Revocable Living	750.00
148-Janna, Juan K	750.00
149-Staller, Jack and Lois	1,500.00
150-Nguyen, Joe and Tammy H	1,500.00
151-Moffatt, Timothy J	-260.00
152-Hamilton, Richard D and Jane E	1,500.00
156-Kane, Alan and Elizabeth	1,500.00
158-Davis, Compton and Patricia	1,500.00

12:55 PM

01/21/20

Highland Lakes Reserve POA, Inc
Customer Balance Summary
As of January 21, 2020

	<u>Jan 21, 20</u>
160-Gavin, Lawrence R and Merita G	1,500.00
163-Vazquez, Federico & Kristian	1,525.00
164-Petz, Maurice and Linda	<u>1,500.00</u>
TOTAL	<u><u>95,379.68</u></u>

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	11,000.00
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

2:44 PM
11/25/19
Cash Basis

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

	<u>Jan - Dec 20</u>
Fence Line Vegetation	1,400.00
Landscaping/Irrigation	3,000.00
Pond Maintenance	17,500.00
Repairs Common Area	10,000.00
Total Repairs and Maintenance	133,020.00
Telephone Expense	3,500.00
Utilities	5,100.00
Total Expense	157,578.00
Net Ordinary Income	210,672.00
Other Income/Expense	
Other Expense	
CAPITAL IMPROVEMENTS	
Erosion Repair	7,625.00
Fence Replacement	24,000.00
Internet Installation	70,000.00
Preserve Controlled Burn	16,800.00
Total CAPITAL IMPROVEMENTS	118,425.00
Reserve - Capital Appropriation	92,247.00
Total Other Expense	210,672.00
Net Other Income	-210,672.00
Net Income	0.00









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

Quotation for Wireless Hardware

Sales Representative	Date	Quote Number
DSJ	9/5/2019	32859

Bill To
Highland Lakes Reserve aka Just Rentals 811 US Highway 27 South Sebring, FL 33870-2173 Attn: Accounts Payable

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		9,790.00	9,790.00T
FCC Study, Application and filings	2		726.00	1,452.00T
Solar Array and Battery Kit	1		3,740.00	3,740.00T
Hardened Switches	1		693.00	693.00T
BLINQ LTE TRANSMITTERS	2		8,064.00	16,128.00T
Cables, Surges and Surpressers	1		1,250.00	1,250.00T
Sales Tax			7.00%	2,313.71

	TOTAL	\$35,366.71
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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

PRECAST SPECIALTIES

POLE PRODUCTION REQUIREMENTS

Company: JUST RENTALS

Date: 1-20-2020

Contact: LINDA BORING

Work Order:

In order for your **Pole** to be manufactured correctly, the following items are required by PCS.

Once ALL the items marked below have been received by PCS, your order will be entered into the Production cycle. Lead-times are based on entry into our Production Cycle, any delay in providing the listed items will extend your lead-time.

Pole Type: 45/III/O

Items required to process Pole Order:

- Signed PCS Quotation or Purchase Order - *emailed to Jared Maldonado (JMaldonado@PrecastSpecialties.com)*
- Completed and Executed Cut Sheet - *emailed to Jared Maldonado (JMaldonado@PrecastSpecialties.com)*
- Payment Terms completed - *Mailed to PCS, Sanford*
- For Prepayment Terms, please speak with your PCS Representative
- Other

ALL payments MUST be made payable and mailed to
Pre-Cast Specialties, LLC
3850 E. Lake Mary Blvd
Sanford, FL 32773

It is the Customer's responsibility to ensure that ALL items are labeled with:
PCS Assigned WOH, Customer Name, & Customer PO/Job Name

*** If this information is not on the delivery, it will be rejected and sent back at the customer's expense ***

IMMEDIATELY notify your PCS representative if there are **ANY CHANGES** to your order.

**** No changes can be made to an order once production has started.**

**** Precast Specialties, LLC takes no responsibility for mistakes by customer.**

**** Customer must take ownership of items produced by their error.**

**** All replacement or re-manufactured items will be at customer's expense.**

If you have any questions, please contact your PCS representative. Thank you for your business.

Respectfully,

PRECAST SPECIALTIES, LLC

3898 Selvitz Road | Fort Pierce, Florida 34981

Accounting 3850 East Lake Mary Boulevard | Sanford, Florida 32773

1-855-960-7274 | (772) 266-5701 | www.PrecastSpecialties.com | CGC-060216

PRECAST SPECIALTIES

Pre-Cast Specialties, LLC

3898 Selvitz Road | Fort Pierce, Florida 34981
1.855.960.7274 | 772.266.5701
CGC-060216

JMaldonado@PrecastSpecialties.com

Company: JUST RENTALS

Contact: LINDA BORING

Email: LINDA@LINDABORING.NET

Phone: 863-381-4025

Bill To
Address: _____

QUOTATION

Date: 1/20/2020

Quote by: Jared Maldonado

Project
Name: HLR

Delivery
Address: SEBRING

Payment
Terms: 100% Pre-Pay

ESTIMATED Delivery In:

2 - 3 Weeks

from the DATE the order is RELEASED

QTY	PRODUCT CODE	DESCRIPTION	UNIT PRICE	TOTAL
1	45/III/O	45' OAL - 35' AG TYPE III-O CONCRETE POLE	\$789.00	\$789.00
1		Engineering Wind-Load Analysis (If Required)	\$325.00	\$325.00
WIND LOAD CALC ADDRESS TO BE SUPPLIED IF OTHER THAN BILLING ADDRESS				
		Subtotal:		\$ 1,114.00
		Plus Sales Tax 7.50%		\$ 83.55
1		** ESTIMATED Shipping/Handling for Delivery:	585	\$ 585.00
TOTAL				\$ 1,782.55

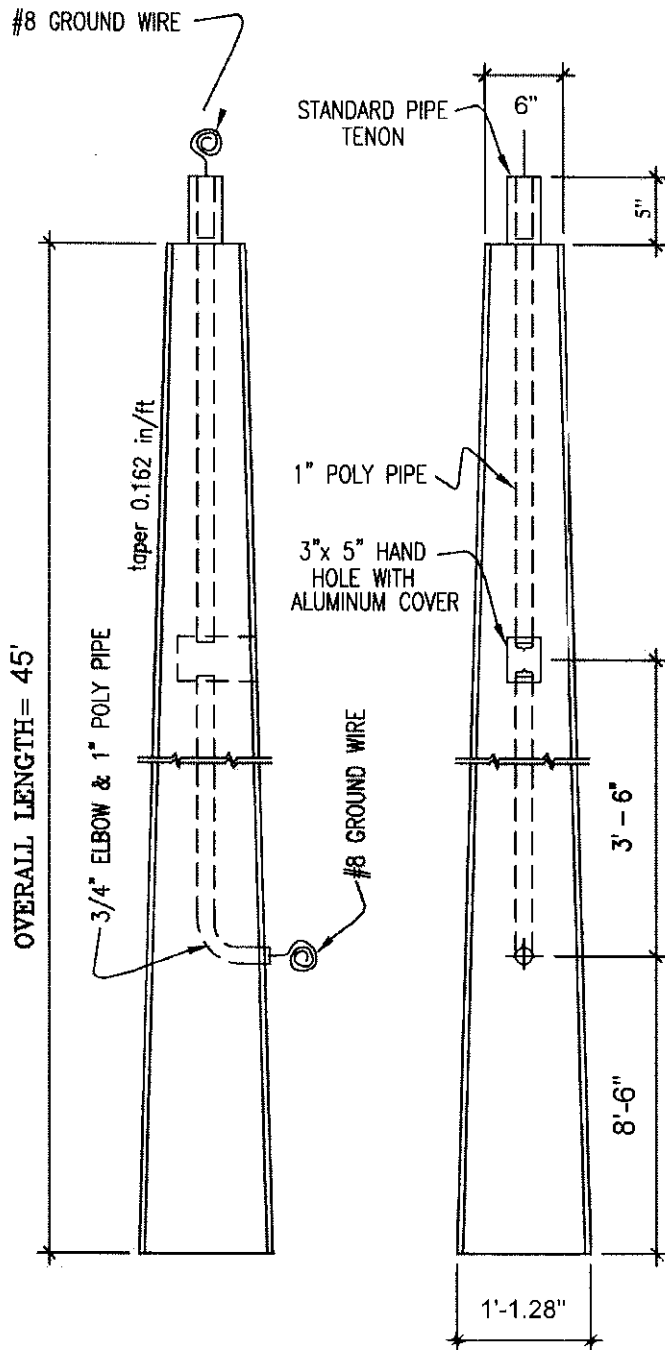
Terms:

Quotes must be accepted within 30 days of above quotation date. Products and quantities listed are for quoting purposes. Accuracy of product descriptions and quantities are the responsibility of customer. Quoted freight charges are estimated values at time of, and based on quote. Actual freight charges or surcharges for orders are calculated at time of delivery. Prices quoted are based on the total project, add-ons are subject to requote and require a separate purchase order. Unit prices quoted do not include sales tax, unless otherwise noted. Orders, including hold for release are good for 30-days and are subject to requote after 30 days. Approved drawings are required for order acceptance. Custom products and special orders cannot be returned. Standard products can be returned at customers expense, if in resalable condition, with a 35% restocking charge. Offloading by others, one free hour allowed; each additional hour billed at \$100.00. Technical certifications are available upon request.

Approval

Signature: _____ Print Name: _____ Date: _____

JOB NO: _____ PROJECT: _____ CUSTOMER: _____



LENGTH OF POLE	45 FT.			
EMBEDMENT SPECIFIED	10 FT.			
HEIGHT ABOVE GROUND	35 FT.			
WEIGHT	4500 LBS.			
WIND VELOCITY (mph)	150	160	170	180
MAXIMUM EPA* (sq. ft.)	7.2	3.4	3.4	2.7

Above embedment shown in SAND. Other embedment depth may be required for other soil condition.

STANDARD PIPE TENON SIZE CIRCLE ONE	
Nominal Diameter (in)	Outside Diameter (in)
2"	2 3/8"
2 1/2"	2 7/8"
3"	3 1/2"
3 1/2"	4"
4"	4 1/2"

Please order tenon by nominal diameter.

Signature: _____

Date: _____

45 ft. TYPE III -0 POLE

PRECAST
SPECIALTIES
Precast Specialties, LLC.
CGC-060216

3898 Selvitz Road | Fort Pierce, FL 34981

Highland Lake Reserves Sign In Sheet



	Print Name:	Signature:	Lot #
1	WILLIAM LANZISER	William Lanziser	140
2	Kevin Bock	Kevin Bock	
3	Marty Wohl	Marty Wohl	
4	Rebecca Benevides	Rebecca Benevides	131
5			
6			
7			
8			
9			
10			
11			

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	11,000.00
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

2:44 PM
11/25/19
Cash Basis

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

	<u>Jan - Dec 20</u>
Fence Line Vegetation	1,400.00
Landscaping/Irrigation	3,000.00
Pond Maintenance	17,500.00
Repairs Common Area	10,000.00
Total Repairs and Maintenance	133,020.00
Telephone Expense	3,500.00
Utilities	5,100.00
Total Expense	157,578.00
Net Ordinary Income	210,672.00
Other Income/Expense	
Other Expense	
CAPITAL IMPROVEMENTS	
Erosion Repair	7,625.00
Fence Replacement	24,000.00
Internet Installation	70,000.00
Preserve Controlled Burn	16,800.00
Total CAPITAL IMPROVEMENTS	118,425.00
Reserve - Capital Appropriation	92,247.00
Total Other Expense	210,672.00
Net Other Income	-210,672.00
Net Income	0.00