

GREENBRIAR OF CITRUS HILLS BOARD OF DIRECTORS MEETING JULY 24, 2024

LOCATION: GREENBRIAR POOL SIDE
240 E GLASSBORO COURT
HERNANDO FL 34442

TIME: 10:00 A.M.

AGENDA

1. Call to Order
2. Verify Quorum
3. Proof of Notice of Meeting
4. Guest Speaker: Raymond Briercheck regarding condo insurance
5. Motion to approve prior minutes: May 22, 2024 & June 11, 2024 (MOTION)
6. New Business:
 - a) Approval of Financial Statements provided to Association May 31, 2024 & June 30, 2024. (MOTION)
 - b) Discuss revision to declaration regarding rentals to a percentage of units.
 - c) Discuss revision to declaration for approval of sales and rentals.
 - d) Discuss and possible approve I.D Badge passes for unit owners and renters. (MOTION)
 - e) Discuss and ask for volunteers for a Fine Committee (3 Members not related to any of the Board Members or living in their household. (MOTION)
 - f) Approve the estimate #7061 for the repairs to the pool from A-Clearwater \$3,765
 - g) Ratify the estimate # estimate #7091 repairs to pool \$200
 - h) Ratify the American Leak Detection visit to complex building 7 leaking under payment \$450.00. (MOTION)
 - i) Ratify the Suncoast Plumbing expense for repair in Building 7 parking lot.
 - j) Discuss special assessment for Bulk Cable, \$36 a month per unit owner, for July – December 2024. \$216.00 for the six months. Schedule the date with notice to unit owners 14 days in advance.

- k) Approve the removal of a tree next to building 19, provide by Tim Messere Tree Removal for \$2,500 for removal \$450 to removal debris and lay sod.
Removal of a tree on Hartford, provide by Tim Messere Tree Removal for \$1,850 for removal, \$450 to removal debris and lay sod (total for two trees \$5,250.00 with sod) or USA Tree for the two trees, which does not include sod \$4,860. (MOTION)
- l) Discussion and possible MOTION for re-fuel diesel in both generators: water generator ½ full; sewer generator ¾ full.
- m) Discussion and possible MOTION to use composite board for repairing the back stairs, or PT Lumber to complete the repairs.
- n) Discussion and possible MOTION approval for shirts for the maintenance department.
- o) Approve agenda posting: Agenda's will be posted on either side of the pool.
Postings in complex at mailbox will have information Board of Directors Meetings, Location, and Time. Also will state Agendas are posted at the pool or can be viewed on the website at: greenbriarofcitrushills.org
- p) Approval of Storm/Screen door to be installed front door: 370 E Glassboro Ct 2B

7. Old Business:

- a) Discuss issues of current vendor for leaf guards and plan for proceeding forward.
- b) Amend original motion for leaf guards with correct price after final proposal once vendor got into the job, additional cost for shipping and lift as well as additional labor cost. Original price accepted was \$17,124.0 amended price is \$24732.13 (MOTION)

8. Homeowners Concerns & Suggestions

9. Adjournment

**Greenbriar of Citrus Hills
Board of Directors Meeting
May 22, 2024**

DRAFT

Board of Directors meeting held on May 22, 2024 at the location of 240 E Glassboro Court, Pool Side, Hernando FL 34442.

Call to Order:

Dave Wheeler, President at 4:30p.m., called the meeting to order on May 22, 2024, a quorum was established with four (4) board members in attendance.

Board of Directors in Attendance:

Dave Wheeler, President, Cheri Martone, Vice President, Kathy Jaillet, Secretary and Skeet Shyner, Director. Also others in attendance with Geri Bond, Community Manager.

Twelve (12) homeowners attended this meeting.

Proof of Notice:

Board of Directors meeting notice at poolside and four corners on Friday, May 17, 2024.

Motion to approve prior minutes:

MOTION made by Cheri Martone, Vice President to dispense the reading of the minutes, and approve as written for April 15, 2024 BOD Minutes, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

New Business:

MOTION made by Cheri Martone, Vice President to approve the Financial Statement presented as is from Villages Services for the following month, April 30, 2024, seconded by Skeet Shyner, Director. **ALL IN FAVOR, motion passed.**

MOTION made by Cheri Martone, Vice President to approve the Revised Carport Rules, which had been emailed to all units owners for which the Association had on file, seconded by Skeet Shyner, Director. **ALL IN FAVOR, motion passed.**

Reading of these Revised Carport Rules were performed at the meeting to all unit owners that had attended. No one made any comments or requested any additional changes.

MOTION made by Cheri Martone, Vice President to approve the Revised Rules & Regulations, which had been emailed to all unit owners for which the Association had on file, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Reading of these Revised Rules & Regulations were performed at the meeting to all unit owners that had attended. No one made any comments or requested any additional changes.

MOTION made by Cheri Martone, Vice President approve the Resolution prepared by legal counsel for the Rules & Regulations regarding Rule #14 Animals, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Discussion regarding this Resolution was discussed with all unit owners present explaining since prior Boards had not been actively enforcing this rule; the Resolution was the proper way of enforcing this Rule once again.

MOTION made by Dave Wheeler, President to accept as written all requirements for any animal currently living within Greenbriar of Citrus Hills and any new units owners needing approval, for which was provided by legal counsel to remit to all unit owners, seconded by Cheri Martone, Vice President. **ALL IN FAVOR, motion passed.**

Discussion was made regarding the paperwork for animals and what the Community Manager, will retain, as there are several Hippa laws that has to be abided by due to this reason. Legal counsel will determine all paperwork for any animal.

MOTION made by Cheri Martone, Vice President to approve a part-time maintenance person for 16-24 hours a week, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

MOTION made by Cheri Martone, Vice President to hire A-Clearwater Pools as of June 1, 2024 to maintain Greenbriar of Citrus Hills pool, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Discussion had been made at a prior Board of Directors meeting to release the current pool vendor that the Association had hired. They were not happy with the service they were providing.

MOTION made by Skeet Shyner, Director to place all notices of meeting onto the cluster mail boxes in each building complex, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Discussion made in regard to who owned the cluster mailboxes: The Community Manager informed the Association according to the Lecanto Post Office, they are the Association's property. The Lecanto Post Office takes care of any key replacements or locks.

Old Business:

MOTION made by Dave Wheeler, President to accept the proposal from Citrus Gutters Pros LLC to install leaf guards where needed on the units with gutter issues, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Citrus Gutters Pros LLC proposal was a total \$44,624.00 with a discount of \$27,500.00, leaving the balance for this project \$17,124.00. A deposit is required of \$8,562.00 before starting this project. This is a new company established in Citrus County; they are offering a 25 year warranty on the leaf guard product as well as labor.

MOTION made by Cheri Martone, Vice President to accept the proposal from Spectrum to received bulk internet to all units, seconded by Kathy Jaillet, Secretary. **ALL IN FAVOR, motion passed.**

Spectrum Bulk contract offers the Association internet only at \$36 per unit, also including a \$300 door fee for the Association. This is a five-year contract with 3% increase each year. Contract will be up for renegotiating 18 months prior to the fifth year. The Association if re-news contract for another five years will once again receive a door fee for each unit.

Community Mangers Report:

The Association spoke about ID Passes to all unit owners for use at the pool. A Badge ID Maker would run the Association approximately \$1,250 for this equipment. This will be put on the agenda for the July Board of Directors Meeting.

Pricing to get locks on both gates for the swimming pool, will run approximately \$850 to \$1,250 for this project. They will need a key to enter and a key to exit. Lock will automatically lock behind person entering or leaving pool area. This project has been provided by 1 Able Locksmith.

Greg's Towing has provided a few signs for posting within the Association. Signs will be placed on the street Essex and one by the tennis courts, in regards to parking. There was no charge for these signs.

FGE Printing is providing new unit numbers for those that were damaged while the building was being pressure washed or painted. They should be ready to pick up the week of May 27th. The Maintenance crew will be installing these.

Two Board Members and Community Manager will start having a walk around with the Landscape Vendor. This is to verify what functions they are providing the Association. Trimming of bushes, fertilizing, weeding, and mulching are a few things that will be discussed.

Homeowner Concerns:

Listed are a few of the homeowner's concerns regarding repairs and maintenance:

- Tree Trimming still a big concern of unit owners.
- Irrigation of the islands and small areas around the planter boxes.
- Trash needs to be put out in the morning due to crows tearing the bags apart.

MOTION was made by Skeet Shyner, Director to adjourn the meeting with no further business at 5:45 p.m., seconded by Cheri Martone, Vice President. **ALL IN FAVOR, motion passed.**

NEXT MEETING: JULY 24, 2024 AT 10:00A.M. POOL SIDE

**Greenbriar of Citrus Hills
Board of Directors Meeting
June 11, 2024
240 E Glassboro Ct – Pool Side
10:00 A.M.**

DRAFT

Board of Directors meeting held on June 11, 2024 at the location of 240 E Glassboro Court, Pool Side, Hernando FL 34442.

Call to Order:

Dave Wheeler, President at 10:00a.m., called the meeting to order on June 11, 2024, a quorum was established with three (3) board members in attendance.

Board of Directors in Attendance:

Dave Wheeler, President, Cheri Martone, Vice President, and Skeet Shyner, Director. Also others in attendance with Geri Bond, Community Manager. Kathy Jaillet, Secretary was absent.

Eight (8) homeowners attended this meeting.

Proof of Notice:

Package was prepared and mailed within 14 days of this meeting to all the unit owners. Board of Directors meeting notice posted at poolside and four corners on Friday, June 7, 2024.

New Business:

MOTION made by Dave Wheeler, President to approve the Revised Carport Rules as presented to the unit owners, seconded by Skeet Shyner, Director. **ALL IN FAVOR, motion passed.**

MOTION made by Cheri Martone, Vice President to approve the Revised Rules & Regulations as presented to the unit owners, seconded by Skeet Shyner, Director. **ALL IN FAVOR, motion passed.**

MOTION made by Dave Wheeler, President to approve the proposed estimate to run electric to pool cameras from Bates Electric in the amount of \$1048.00, seconded by Cheri Martone, Vice President. **ALL IN FAVOR, motion passed.**

MOTION made by Skeet Shyner, Director to approve the proposed estimate to install locks on pool gate from 1 Able Locksmith in the amount of \$1026.08, seconded by Dave Wheeler, President. **ALL IN FAVOR, motion passed.**

MOTION made by Cheri Martone, Vice President to approve two replacement tables for pool area from Polywood in the amount of 1,206.28, seconded by Skeet Shyner, Director. **ALL IN FAVOR, motion passed.**

Homeowner Concerns:

Homeowner concerns regarding revised carport rules:

- Does not like that the unit owners are not allowed to sit in their carports.
- Plants: homeowners would like to have more plant than 4-6. Some homeowners use this as therapy.

Board response to above concerns: Homeowners are permitted to sit within their carports; however chairs and tables must be put away every time after use. Carport Rules state 4-6 plants, board suggests placing extra plants on lanai, or back of condominium.

Homeowner concern in regards to the Dog package from the attorney and material needed to retain their animal.

- Homeowner stated that prior boards stated no special requirements were necessary to retain animals as long as they kept on a leash while being outside.

During the course of this meeting, a unit homeowner disagreed with the attorney package, stating the association was going to rip family pets out of their units. This was explained further and how to retain your pet in your unit.

A homeowner became very belligerent and disrespectfully to Board Members during this meeting. Many homeowners were very uncomfortable while this homeowner exhibited these actions. These actions will not be tolerated. The Board will take every action to prevent this from happening again.

MOTION made by Dave Wheeler, President to adjourn the meeting with no further business at 10:29a.m., seconded by Cheri Martone, Vice President. **ALL IN FAVOR, motion passed.**

NEXT MEETING: JULY 24, 2024 AT 10:00A.M. POOL SIDE

**GREENBRIAR OF CITRUS HILLS OWNERS'
ASSOCIATION, INC**

**FINANCIAL STATEMENTS
AND
BUDGET COMPARISON**

MAY 31, 2024

Michelle's Accounting & Tax Svc, Inc
2535 N Reston Terrace
Hernando, FL 34442
352-746-1855

Greenbriar of Citrus Hills Owners' Assoc, Inc
2541 N Reston Terrace
Hernando, FL 34442

We have prepared the accompanying balance sheet of Greenbriar of Citrus Hills Owners' Assoc, Inc as of May 31, 2024, and the related statement of revenue and expenses vs budget for the one month and five months then ended. This compilation is limited to presenting, in the form of financial statements, information that is the representation of management. We have not audited or reviewed the accompanying financial statements and accordingly do not express an opinion or any other form of assurance on them.

Michelle's Accounting & Tax Svc, Inc
June 5, 2024

Greenbriar of Citrus Hills

Run Date: 06/05/2024
Run Time: 12:39 PM

FUND BALANCE SHEET

As of: 05/31/2024

Assets

Account	Operating	Reserves	Total
01040 Petty Cash	\$210.28		\$210.28
01042 Alliance Ckg #8423	\$86,543.26		\$86,543.26
01043 Alliance MM #7294	\$239,746.13		\$239,746.13
01044 Alliance Petty Cash x4856	\$500.12		\$500.12
01046 Alliance Petty Cash x8651	\$152.03		\$152.03
01074 Capital City Rese #5247		\$130,619.92	\$130,619.92
01105 Assessment Receivable	\$12,707.41		\$12,707.41
01106 Allowance for Bad Debt	(\$1,340.87)		(\$1,340.87)
01108 Accounts Receivable-GBriar Two	\$2,480.37		\$2,480.37
01110 Special Assmt AR	\$1,500.00		\$1,500.00
01300 Deposit Duke Energy	\$370.00		\$370.00
01350 Prepaid Insurance 10/11	\$105,288.79		\$105,288.79
01365 Prepaid Pest	\$1,561.50		\$1,561.50
01370 Prepaid Expenses	\$2,971.53		\$2,971.53
Total Assets	\$452,690.55	\$130,619.92	\$583,310.47

Liabilities

Account	Operating	Reserves	Total
02010 Accounts Payable	\$3,018.10		\$3,018.10
02020 Prepaid Assessments	\$51,941.76		\$51,941.76
02025 Payroll Tax Liability	\$867.80		\$867.80
02035 Capital City Bk Roof Loan		\$279,742.75	\$279,742.75
02036 Capital City Loan x0136		\$277,052.37	\$277,052.37
02040 Insurance Finance Loan Property	\$75,918.00		\$75,918.00
Total Liabilities	\$131,745.66	\$556,795.12	\$688,540.78

Equity

Account	Operating	Reserves	Total
03005 Reserves - Capital Funds		(\$412,740.62)	(\$412,740.62)
03006 Reserve Distributions		(\$13,434.58)	(\$13,434.58)
03510 Prior Years Earnings	\$277,025.28		\$277,025.28
Current Year Net Income/(Loss)	\$43,919.61	\$0.00	\$43,919.61
Total Equity	\$320,944.89	(\$426,175.20)	(\$105,230.31)
Total Liabilities & Equity	\$452,690.55	\$130,619.92	\$583,310.47

Greenbriar of Citrus Hills

Run Date: 06/05/2024

Run Time: 12:39 PM

INCOME STATEMENT

Start: 05/01/2024 | End: 05/31/2024

Income

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
04010 Assessment Income	73,500.00	73,410.17	89.83	367,500.00	367,050.85	449.15	880,922.00
04065 Interest on Delq Balance	403.12	0.00	403.12	2,062.54	0.00	2,062.54	0.00
04180 Interest on Operating	63.74	0.00	63.74	289.23	0.00	289.23	0.00
Acct							
Total	73,966.86	73,410.17	556.69	369,851.77	367,050.85	2,800.92	880,922.00

Expense

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
06010 Management Fees	2,909.92	2,910.00	0.08	14,549.60	14,550.00	0.40	34,920.00
06020 Accounting / Tax Prep	0.00	0.00	0.00	875.00	875.00	0.00	1,550.00
06030 Website Maintenance	0.00	83.33	83.33	97.75	416.65	318.90	1,000.00
06040 Legal Fees	240.00	666.67	426.67	630.00	3,333.35	2,703.35	8,000.00
06080 Bank Charges	24.00	8.33	(15.67)	68.00	41.65	(26.35)	100.00
06100 Insurance Gen Liability	22,742.05	22,083.33	(658.72)	113,710.25	110,416.65	(3,293.60)	265,000.00
06150 Insurance Workers Comp	0.00	0.00	0.00	68.00	1,400.00	1,332.00	1,400.00
06160 Employee Salaries	4,416.88	5,416.67	999.79	16,890.64	27,083.35	10,192.71	65,000.00
06165 Employee Payroll Tax Exp	337.90	458.33	120.43	1,374.71	2,291.65	916.94	5,500.00
06170 Office Supplies / Postage	513.58	333.33	(180.25)	1,557.31	1,666.65	109.34	4,000.00
06220 Corporate Report/DBPR	61.25	62.00	0.75	61.25	62.00	0.75	902.00
06260 Bad Debt	(5,994.85)	800.00	6,794.85	(7,061.07)	4,000.00	11,061.07	9,600.00
06510 Grounds Maintenance	4,665.00	4,666.67	1.67	23,325.00	23,333.35	8.35	56,000.00
06511 Ground Pest Control	1,561.50	1,583.33	21.83	7,807.50	7,916.65	109.15	19,000.00
06515 Mulch / Sod / Plants	0.00	416.67	416.67	0.00	2,083.35	2,083.35	5,000.00
06520 Erosion Control	3,370.00	0.00	(3,370.00)	5,355.00	0.00	(5,355.00)	0.00
06570 Tree Trimming / Removal	2,150.00	833.33	(1,316.67)	2,150.00	4,166.65	2,016.65	10,000.00
06580 Termites	0.00	333.33	333.33	0.00	1,666.65	1,666.65	4,000.00
06600 Extermination	213.00	216.67	3.67	1,065.00	1,083.35	18.35	2,600.00
06610 Irrigation Repairs / Maint	195.10	833.33	638.23	594.05	4,166.65	3,572.60	10,000.00
06615 Equipment Maintenance	114.03	250.00	135.97	220.98	1,250.00	1,029.02	3,000.00
06650 Water/Water Plant Maint	(790.05)	1,000.00	1,790.05	1,033.31	5,000.00	3,966.69	12,000.00
06670 Hydro Tank Replacement	0.00	0.00	0.00	4,415.94	0.00	(4,415.94)	0.00
06700 Signage	31.79	166.67	134.88	31.79	833.35	801.56	2,000.00
06910 Repairs	673.06	2,333.33	1,660.27	4,102.31	11,666.65	7,564.34	28,000.00
07010 Pool Expenses	479.66	1,083.33	603.67	4,370.97	5,416.65	1,045.68	13,000.00
07020 Pool License	0.00	0.00	0.00	250.00	250.00	0.00	250.00
07820 Trash Removal	770.16	783.33	13.17	3,840.36	3,916.65	76.29	9,400.00
07830 Electricity	1,867.57	2,000.00	132.43	10,763.46	10,000.00	(763.46)	24,000.00
07840 Sewer Maintenance	815.74	3,750.00	2,934.26	13,475.69	18,750.00	5,274.31	45,000.00
07850 Telephone	316.59	308.33	(8.26)	1,559.36	1,541.65	(17.71)	3,700.00
08005 Reserves Capital Fund	19,750.00	19,750.00	0.00	98,750.00	98,750.00	0.00	237,000.00
Total	61,433.88	73,130.31	11,696.43	325,932.16	367,928.55	41,996.39	880,922.00
Net Income	12,532.98	279.86	12,253.12	43,919.61	(877.70)	44,797.31	0.00

**GREENBRIAR OF CITRUS HILLS OWNERS'
ASSOCIATION, INC**

**FINANCIAL STATEMENTS
AND
BUDGET COMPARISON**

JUNE 30, 2024

Michelle's Accounting & Tax Svc, Inc
2535 N Reston Terrace
Hernando, FL 34442
352-746-1855

Greenbriar of Citrus Hills Owners' Association, Inc
2541 N Reston Terrace
Hernando, FL 34442

We have prepared the accompanying balance sheet of Greenbriar of Citrus Hills Owners' Association, Inc as of June 30, 2024, and the related statement of revenue and expenses vs budget for the one month and six months then ended. This compilation is limited to presenting, in the form of financial statements, information that is the representation of management. We have not audited or reviewed the accompanying financial statements and accordingly do not express an opinion or any other form of assurance on them.

Michelle's Accounting & Tax Services, Inc
July 9, 2024

Greenbriar of Citrus Hills

Run Date: 07/09/2024
Run Time: 03:24 PM

FUND BALANCE SHEET

As of: 06/30/2024

Assets

Account	Operating	Reserves	Total
01040 Petty Cash	\$210.28		\$210.28
01042 Alliance Ckg #8423	\$65,681.56		\$65,681.56
01043 Alliance MM #7294	\$239,814.91		\$239,814.91
01044 Alliance Petty Cash x4856	\$500.13		\$500.13
01046 Alliance Petty Cash x8651	\$152.03		\$152.03
01074 Capital City Rese #5247		\$134,648.84	\$134,648.84
01105 Assessment Receivable	\$6,982.99		\$6,982.99
01108 Accounts Receivable-GBriar Two	\$5,695.41		\$5,695.41
01110 Special Assmt AR	\$1,000.00		\$1,000.00
01300 Deposit Duke Energy	\$370.00		\$370.00
01350 Prepaid Insurance 10/11	\$82,546.74		\$82,546.74
01365 Prepaid Pest	\$9,369.00		\$9,369.00
Total Assets	\$412,323.05	\$134,648.84	\$546,971.89

Liabilities

Account	Operating	Reserves	Total
02010 Accounts Payable	\$12,194.46		\$12,194.46
02020 Prepaid Assessments	\$50,836.48		\$50,836.48
02025 Payroll Tax Liability	\$650.56		\$650.56
02035 Capital City Bk Roof Loan		\$272,028.02	\$272,028.02
02036 Capital City Loan x0136		\$271,609.07	\$271,609.07
02040 Insurance Finance Loan Property	\$37,958.00		\$37,958.00
Total Liabilities	\$101,639.50	\$543,637.09	\$645,276.59

Equity

Account	Operating	Reserves	Total
03005 Reserves - Capital Funds		(\$392,990.62)	(\$392,990.62)
03006 Reserve Distributions		(\$15,997.63)	(\$15,997.63)
03510 Prior Years Earnings	\$277,025.28		\$277,025.28
Current Year Net Income/(Loss)	\$33,658.27	\$0.00	\$33,658.27
Total Equity	\$310,683.55	(\$408,988.25)	(\$98,304.70)
Total Liabilities & Equity	\$412,323.05	\$134,648.84	\$546,971.89

Greenbriar of Citrus Hills

Run Date: 07/09/2024

Run Time: 03:24 PM

INCOME STATEMENT

Start: 06/01/2024 | End: 06/30/2024

Income

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
04010 Assessment Income	73,500.00	73,410.17	89.83	441,000.00	440,461.02	538.98	880,922.00
04065 Interest on Delq Balance	174.18	0.00	174.18	2,236.72	0.00	2,236.72	0.00
04180 Interest on Operating	70.93	0.00	70.93	360.16	0.00	360.16	0.00
Acct							
Total	73,745.11	73,410.17	334.94	443,596.88	440,461.02	3,135.86	880,922.00

Expense

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
06010 Management Fees	2,909.92	2,910.00	0.08	17,459.52	17,460.00	0.48	34,920.00
06020 Accounting / Tax Prep	225.00	225.00	0.00	1,100.00	1,100.00	0.00	1,550.00
06030 Website Maintenance	0.00	83.33	83.33	97.75	499.98	402.23	1,000.00
06040 Legal Fees	2,415.00	666.67	(1,748.33)	3,045.00	4,000.02	955.02	8,000.00
06080 Bank Charges	24.00	8.33	(15.67)	92.00	49.98	(42.02)	100.00
06100 Insurance Gen Liability	22,742.05	22,083.33	(658.72)	136,452.30	132,499.98	(3,952.32)	265,000.00
06150 Insurance Workers Comp	0.00	0.00	0.00	68.00	1,400.00	1,332.00	1,400.00
06160 Employee Salaries	3,232.50	5,416.67	2,184.17	20,123.14	32,500.02	12,376.88	65,000.00
06165 Employee Payroll Tax Exp	247.28	458.33	211.05	1,621.99	2,749.98	1,127.99	5,500.00
06170 Office Supplies / Postage	23.32	333.33	310.01	1,580.63	1,999.98	419.35	4,000.00
06220 Corporate Report/DBPR	0.00	0.00	0.00	61.25	62.00	0.75	902.00
06260 Bad Debt	(2,240.87)	800.00	3,040.87	(9,301.94)	4,800.00	14,101.94	9,600.00
06510 Grounds Maintenance	4,665.00	4,666.67	1.67	27,990.00	28,000.02	10.02	56,000.00
06511 Ground Pest Control	1,561.50	1,583.33	21.83	9,369.00	9,499.98	130.98	19,000.00
06515 Mulch / Sod / Plants	0.00	416.67	416.67	0.00	2,500.02	2,500.02	5,000.00
06520 Erosion Control	0.00	0.00	0.00	5,355.00	0.00	(5,355.00)	0.00
06570 Tree Trimming / Removal	0.00	833.33	833.33	2,150.00	4,999.98	2,849.98	10,000.00
06580 Termites	0.00	333.33	333.33	0.00	1,999.98	1,999.98	4,000.00
06600 Extermination	213.00	216.67	3.67	1,278.00	1,300.02	22.02	2,600.00
06610 Irrigation Repairs / Maint	0.00	833.33	833.33	594.05	4,999.98	4,405.93	10,000.00
06615 Equipment Maintenance	0.00	250.00	250.00	220.98	1,500.00	1,279.02	3,000.00
06650 Water/Water Plant Maint	190.00	1,000.00	810.00	1,223.31	6,000.00	4,776.69	12,000.00
06670 Hydro Tank Replacement	0.00	0.00	0.00	4,415.94	0.00	(4,415.94)	0.00
06700 Signage	0.00	166.67	166.67	31.79	1,000.02	968.23	2,000.00
06910 Repairs	780.00	2,333.33	1,553.33	4,882.31	13,999.98	9,117.67	28,000.00
06912 Gutter Guards	17,852.13	0.00	(17,852.13)	17,852.13	0.00	(17,852.13)	0.00
07010 Pool Expenses	750.00	1,083.33	333.33	5,120.97	6,499.98	1,379.01	13,000.00
07020 Pool License	0.00	0.00	0.00	250.00	250.00	0.00	250.00
07820 Trash Removal	767.58	783.33	15.75	4,607.94	4,699.98	92.04	9,400.00
07830 Electricity	1,565.41	2,000.00	434.59	12,328.87	12,000.00	(328.87)	24,000.00
07840 Sewer Maintenance	6,017.04	3,750.00	(2,267.04)	19,492.73	22,500.00	3,007.27	45,000.00
07850 Telephone	316.59	308.33	(8.26)	1,875.95	1,849.98	(25.97)	3,700.00
08005 Reserves Capital Fund	19,750.00	19,750.00	0.00	118,500.00	118,500.00	0.00	237,000.00
Total	84,006.45	73,293.31	(10,713.14)	409,938.61	441,221.86	31,283.25	880,922.00

Net Income	(10,261.34)	116.86	(10,378.20)	33,658.27	(760.84)	34,419.11	0.00
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Estimate

Date	Estimate #
6/13/2024	7061

Greenbriar One Condominium Association
 ATTN: Geri Bond, Villages Services
 2541 N. Reston Terrace
 Hernando, FL 34442

Ship To
 Bldg. 15 on Glassboro
 Hernando, FL 34442

Project

Description	Total
Work scope: The following areas are recommended in order for pool and equipment to comply with DOH 64E-9 requirement:	
1) Re-install Pentair Intellichem ORP controller, including re-attaching all sensor leads and primary voltage to controller (NOTE: Greenbriar One tech will re-hang controller)	665.00
2) Install two new Intellichem probes, one ORP and one PH probe. Existing probes are damaged and will give incorrect levels \$365.00 x 2	730.00
3) Install new vacuum gauge and pressure gauge on inlet and return side of main pool pump (NOTE: New pool pump and plumbing, which were installed by another contractor, are not installed per DOH 64E-9 requirements)	225.00
4) Install two new bulk chemical tanks (1) PH/acid and (2) Chlorine \$395.00 x 2 (NOTE: Greenbriar One to remove existing chemical tanks and fill in holes with dirt)	790.00
5) Install new series auto fill with float/tank and Toro mechanical valve assembly (NOTE: Existing water fill assembly will be removed and 1 inch supply water line will be plumbed into new auto fill assembly)	675.00
6) Install 4 inch Rolo chem commercial grade flow meter	395.00
7) Drain filter pit, remove DE filter grid assembly, clean and inspect filter grids for damage. Re-install grid assembly and re-coat grids with DE (NOTE: If grids are damaged, the additional cost to install new grids will be \$45.00 per grid. Not included in this bid)	285.00
NOTE: AQPS recommends Greenbriar One to contact the installer/contractor of the pump and undersized plumbing for a copy of the Citrus County modification permit (altered plumbing and main pool pump not originally specified and approved by DOH. This non-permitted modification could expose Greenbriar One to possible liabilities in the event of bather injury)	
DATE GREENBRIAR ONE CONDO ASSOC	

Total \$3,765.00

VISIT OUR WEBSITE AT:
www.aqualitypoolservicellc.com

FOR QUESTIONS OR APPOINTMENTS
 PLEASE CONTACT OUR OFFICE
 (352) 246-1350 | sammye@fpoolproz.com

THIS ESTIMATE IS GOOD FOR A PERIOD
 OF UP TO 30 DAYS FROM THE DATE OF
 THE PROPOSAL

STATE OF FLORIDA
DEPARTMENT OF HEALTH
COUNTY HEALTH DEPARTMENT
PUBLIC POOL AND BATHING PLACE
INSPECTION REPORT



Facility Information

RESULT: Unsatisfactory

Permit Number: 09-60-00037 Name of Facility: Greenbriar I of Citrus Hills Address: 270 E Glassboro Court City, Zip: Hernando 34442 Type: Public Pool > 25000 Gallons Owner: Greenbriar I of Citrus Hills Person In Charge: Geri Bond Phone: (352) 746-6770 ext 108 PIC Email: Pool Operator: A Quality Pool Phone: 352-445-9892	Correct By: by 8:00 AM Re-Inspection Date: 8/9/2024
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Inspection Information

Purpose: Reinspection Inspection Date: 7/3/2024	Begin Time: 01:15 PM End Time: 01:30 PM
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Additional Information

22. Free Chlor./Bromine 23. pH 24. Chlor. Stabilizer 33. Flowmeter 115 34. Thermometer	VOLUME 53500 POOL LOAD 33 FLOW RATE 165 NIGHT SWIM FILTER TYPE DEV
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Items checked are not in compliance with Chapter 386 or 514, Florida Statutes, or Chapter 64E-9 or 64E-10, Florida Administrative Code. These violations must be corrected by the date indicated to avoid closure, administrative fines, or other legal actions. Florida Building Code (FBC) violations are reported to the local building official, and depending upon risk severity, the Department of Health may close the pool or rescind the operating permit.

Violation Markings

POOL AREA <input checked="" type="checkbox"/> 1. Water Clarity/Algae Control 2. Deck/Walkways 3. Tile/Pool Finish 4. Depth Markers-FBC 5. Handrail/Ladder-FBC 6. Step Markings-FBC 7. Suction Outlets-514.0315(1) 8. Gutter Grates/Skimmer-FBC 9. Lighting 10. No Dive Markings-FBC 11. Diving Board-FBC 12. Pool Cover 13. Pool Side Shower-FBC POOL SAFETY 14. Life Hook(s) w/Pole 15. Life Ring(s) w/Rope 16. Safety Line	17. Rules Posted 18. Certification SANITARY FACILITIES 19. Supplies 64E-10, FAC 20. Clean 64E-10, FAC WATER QUALITY 21. Approved Test Kit 22. Free Chlor./Brom. 23. pH 24. Chlor. Stabilizer 25. Spa Requirements-ORP EQUIPMENT ROOM 26. Wading Pool-Quick Dump 27. Water Level/Control 28. Disinfection Feeder/Generator 29. pH Feeder 30. Chem. Container Label-FBC 31. Filter / Pump	32. Vacuum Cleaner-FBC <input checked="" type="checkbox"/> 33. Flowmeter 34. Thermometer <input checked="" type="checkbox"/> 35. Pressure/Vacuum Gauge 36. Equip. Room <input checked="" type="checkbox"/> 37. Cross Connection 38. Gas Chlorine Eq.-FBC 39. Waste Water - FBC 40. D.E. Separator-FBC 41. Other Equipment 42. Equip. Change-FBC 43. Approved Chemicals 44. Maintenance Log 45. Inspection Posted 46. Safety-514.0315(2) 47. Fences/Gates- FBC 48. Other 49. Other
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NOTE: It is unlawful to modify a public pool or its equipment without prior approval from the local building department and submitting an application to DOH.

Inspector Signature:

Client Signature:

STATE OF FLORIDA
DEPARTMENT OF HEALTH
COUNTY HEALTH DEPARTMENT
PUBLIC POOL AND BATHING PLACE
INSPECTION REPORT



2 of 3

General Comments

Unsatisfactory at time of inspection. Correct violations by next reinspection date.

Gate on far side was self closing and latching, rope was tied to rope on life ring-attached but suggest that rope be tied to ring itself as outside rope could deteriorate and break like at last inspection, water leveling device replaced, water level just within range-breaking over edge, and life poles accessible-not zip tied.

Disregard sign violation. Inspector missed that sign posted near bathrooms was compliant. Two separate signs-one for "general" rules and no diving and maximum depth are compliant. Other side on far side of pool near equipment is not compliant but have other signage near bathrooms which is okay.

New pump has been installed-3/11/2024. Speck 95 VIII, 4hp, 5thp, single speed. Pump performance curve shows that pump is capable of reaching 165 GPM at 50 TDH at 3500 RPM. Per graph, intersection at 210 GPM at 50 TDH and 165 GPM at about 65 TDH.

Automatic controller was not on at time of inspection.

No signature received. Inspection report emailed to Gerri Bond and A Quality Pool.

Email Address(es): g.bond@villagesservices.net;
sammye@fpoolproz.com

DOH Web Page For Pools: <http://www.floridahealth.gov/environmental-health/swimming-pools/index.html>

Violations Comments

Violation #1. Water Clarity/Algae Control

Still observing black algae development along the floor tile line and on the floor of the pool at the deep end. Treat and remove black algae.

CODE REFERENCE: Pool Appearance/Algae/Clarity. 64E-9.004(1)(c) & (3); 64E-9.017(1)(c). The pool shall be free from floating debris, sediment, dirt, algae. The main drain shall be visible.

Violation #33. Flowmeter

Observed that flowrate was still too low. Increase the flowrate to the designed flowrate of 165 GPM. Observed leaf debris/buildup in collector tank, in between filters. Clean, find other source for low flowrate. Pump replaced and per pump performance curve is capable of reaching designed flowrate.

CODE REFERENCE: Flowmeter. 64E-9.008(10)(b); FBC 454.1.6.5.13. All pools shall have a functional flowmeter capable of reading from 1/2 to 1&1/2 the design flow rate.

Violation #35. Pressure/Vacuum Gauge

Did not observe a vacuum gauge. Provide a vacuum gauge.

CODE REFERENCE: Pressure/Vacuum Gauges. 64E-9.008(10)(d). All vacuum filter systems shall have a functional vacuum gauge before the pump. All pressure filter systems shall have a functional pressure gauge mounted before and after the filter.

Violation #37. Cross Connection

Did not observe a vacuum breaker on the manual fill. Provide a vacuum breaker.

CODE REFERENCE: Cross Connection. 64E-9.004(1)(a). An air gap must be provided in the fill line and in the waste line. Vacuum breakers shall be provided on all hose bibbs in the sanitary facilities, pool area and equipment room area.

Inspector Signature:

Client Signature:

STATE OF FLORIDA
DEPARTMENT OF HEALTH
COUNTY HEALTH DEPARTMENT
PUBLIC POOL AND BATHING PLACE
INSPECTION REPORT



3 of 3

Inspection Conducted By: Nichole Zarkowski (85193)
Inspector Contact Number: Work: (352) 513-6104 ex.
Print Client Name:
Date: 7/3/2024

Inspector Signature:

Handwritten signature of Nichole Zarkowski.

Client Signature:

Handwritten signature of Frank D. Quality Pro Services.



Estimate

Date	Estimate #
6/22/2024	7091

Greenbriar One Condominium Association
 ATTN: Geri Bond, Villages Services
 2541 N. Reston Terrace
 Hernando, FL 34442

Ship To
 Bldg. 15 on Glassboro
 Hernando, FL 34442

Project

Description	Total
AQPS noted that one of the pool lights is out of the niche. AQPS recommends re-attaching the light	150.00
AQPS noted that the scum gutters are cracked - recommends installing 2 scum gutters \$25.00 x 2	50.00
DATE _____ GREENBRIAR ONE BY: _____	

Total \$200.00

VISIT OUR WEBSITE AT:
www.aqualitypoolservice.com

FOR QUESTIONS OR APPOINTMENTS
 PLEASE CONTACT OUR OFFICE
 (352) 246-1350 | sammye@flpoolproz.com

THIS ESTIMATE IS GOOD FOR A PERIOD
 OF UP TO 30 DAYS FROM THE DATE OF
 THE PROPOSAL



AMERICAN LEAK DETECTION

THE ORIGINAL LEAK SPECIALISTS™

American Leak Detection
1745 Grand Blvd.
Holiday, Florida 34690
800-373-5036
www.americanleakdetection.com
Tax ID # 59-3730907

Invoice 92884
Invoice Date 7/8/2024
Completed Date 7/8/2024
Customer PO
Payment Term Due Upon Receipt
Due Date 7/8/2024

Billing Address
Villages Services Cooperative Inc.
2541 North Reston Terrace
Hernando, FL 34442 USA

Job Address
Green Briar-Leak outside BLD 7
195 East Hartford Street #BLD 7
Hernando, FL 34442 USA

Description of Work

Task #	Description	Quantity	Your Price	Your Total
CA	Commercial Slab Leak Detection - First Two Hours	1.00	\$450.00	\$450.00

American Leak Detection will use its best efforts to accurately detect the leak location(s). If failed on the first attempt we will either retest for the leak or refund the customer's money at our sole option.

Once repairs are completed, it is important to monitor the trouble areas for signs of any other problems or the continuation of the original symptoms. Repairs can only be proven over sufficient time to observe their effectiveness, and some problems are only revealed in the absence of those that have been identified and repaired.

Potential Savings	\$0.00
Sub-Total	\$450.00
Tax	\$0.00
Total Due	\$450.00
Balance Due	\$450.00

Please Note: Once repairs are completed, it is important to monitor the trouble areas for signs of any other problems or the continuation of the original symptoms. Repairs can only be proven over sufficient time to observe their effectiveness, and some problems are only revealed in the absence of those that have been identified and repaired.

ALD employs its best efforts to accurately detect the leak location(s). ALD will only guarantee leak location on a pipe leak that is registering a minimum flow of 15 gallons per hour. Accuracy is confirmed upon exposure of the leak for repair. ALD guarantees to be within 1' outside the marked leak location for every 1' below ground the pipe is plumbed. When an electronic mislocation occurs it is most often due to known or unknown factors distorting equipment readings. If leak location proves incorrect ALD will either return and retest, to further identify the leak OR refund the customer's money, at our sole option.

Generally speaking, only one pressurized pipe leak can be electronically located at a time. While rare, if evidence of a secondary pipe leak presents after the first leak is repaired, ALD will provide a second leak detection for a 50% discount, when reported to the office within 5 business days of repair completion.

As it pertains to rain intrusion, if symptoms recur in the same area after all recommended repairs have been completed, ALD will return at no additional cost and reinspect, if contacted within 6 months.

ALD will not be responsible or held liable for any costs incurred outside those fees paid to ALD for service.

Service Invoice

Suncoast Plumbing

P.O. Box 2290
Homosassa Springs, FL 34447
Phone: (352)628-6608 Fax: (352)628-6609



Billed Customer: #021056

GREENBRIAR OF CITRUS HILLS
GERI BOND
2541 N RESTON TERRACE
HERNANDO, FL 34442

GREENBRIAR OF CITRUS HILLS
GERI BOND
195 E HARTFORD ST
BLDG #7
HERNANDO, FL 34442

174636 7/11/2024 S-174636 07/11/2024 Amount Paid

Call Slip Number	Invoice Date	Invoice Number	Due Date	Contractor's License #
174636	7/11/2024	S-174636	07/11/2024	CFC058041

ADDITIONAL DETAILS:
SAW CUT THE ASPHALT AND DUG UP MAIN AND EXPOSED PIPE WITH BROKEN TEE. CUT OUT TEE AND RE-PLUMBED WITH NEW 2" AND DRESSER COUPLING. TESTED FOR LEAKS, NONE FOUND
BFO

As Agreed	1,368.00
Subtotal	1,368.00
Tax	0.00
Grand Total	1,368.00

I have the authority to order work which has been satisfactorily performed as outlined above. I agree to pay all collection costs and reasonable attorney's fees for collection for work / invoice. FINANCE CHARGES: Balance due after 30 days (1.5% interest) per month (18% annual rate) will be imposed where applicable.

Service Invoice

Suncoast Plumbing

P.O. Box 2290
Homosassa Springs, FL 34447
Phone: (352)628-6608 Fax: (352)628-6609



Billed Customer: #021056

GREENBRIAR OF CITRUS HILLS
GERI BOND
2541 N RESTON TERRACE
HERNANDO, FL 34442

GREENBRIAR OF CITRUS HILLS
GERI BOND
195 E HARTFORD ST
BLDG #7
HERNANDO, FL 34442

174820 7/16/2024 S-174820 07/16/2024 Amount Paid

CallSlip Number	Invoice Date	Invoice Number	Due Date	Contractor's License #
174820	7/16/2024	S-174820	07/16/2024	CFC058041

ADDITIONAL DETAILS:
COMPACTED DIRT AND GRAVEL. LAID 13 BAGS OF ASPHALT. SPREAD OUT COMPACTING TILL ALL IS LEVEL AND TIGHT

BFO

As Agreed	1,135.00
Subtotal	1,135.00
Tax	0.00
Grand Total	1,135.00

I have the authority to order work which has been satisfactorily performed as outlined above. I agree to pay all collection costs and reasonable attorney's fees for collection for work / invoice. FINANCE CHARGES: Balance due after 30 days (1.5% interest) per month (18% annual rate) will be imposed where applicable.

Timothy Messere Tree Service, LLC

(352)254-0496

BILL TO

340 E. Glasboro

ESTIMATE DATE

07/03/2024

Estimate Total

\$2,500.00

DESCRIPTION

AMOUNT

\$2500 removal of Tree and Stump

2,500.00

\$450 to remove pile and sod.



TERMS & CONDITIONS

Payment Due Upon Completion

Unless otherwise specified in writing

Timothy Messere Tree Service, LLC

(352)254-0496

BILL TO

303 Building 4 on Hartford

ESTIMATE DATE

07/07/2024

Estimate Total

\$1,850.00

DESCRIPTION

AMOUNT

Removal of dead tree and stump ground

1,850.00

Tim Messere

TERMS & CONDITIONS

Payment Due Upon Completion of each sections of job.

Unless otherwise specified in writing .

Timothy Messere Tree Service, LLC

(352)254-0496

BILL TO

303 Building 4 on Hartford

ESTIMATE DATE

07/07/2024

Estimate Total

\$450.00

DESCRIPTION

AMOUNT

Removal of Stump grinding, load of dirt and area Sodded

450.00

Tim Messere

TERMS & CONDITIONS

Payment Due Upon Completion of each sections of job.

Unless otherwise specified in writing



USA Tree Service, LLC
 8033 Cortez Blvd.
 Weeki Wachee FL. 34607
 352-596-1333 1-866-872-5888

ESTIMATE

Date: 7/19/24

Customer: Villages Services

Address: 2541 N. Reston Terr. Hernando, FL 34442

Phone: 352-228-3901 Gerri/352-746-6770

email: G.Bond@villagesservices.net

<p>Scope of work:</p> <p>340 E. Glassboro Ct Building 1A- Remove and grind dead Oak</p> <p>261 E. Hartford building 1B- Remove and grind dead tree by street</p> <p>Clean up and haul</p> <p style="text-align: right;">Total:</p>	<p style="text-align: center;">\$4,860</p>
--	---

I hereby authorize USA Tree Service to proceed with this order as outlined above. USA Tree Service is not responsible for any broken pipes, cables, curbing around plantings, etc. while removing trees or stumps grinding. Additional charges will be applied for stump grinding chips. Any changes to this order must be written and acknowledged by USA Tree Service. This Estimate is good for 30 days from the above date unless otherwise agreed to by both parties.

Customer Signature: _____

Date: _____

USA Tree Service Signature:

Date:

SFE Triton Lumber, LLC

6971 W Homosassa Trail
Homosassa, FL 34448

Estimate

Date	Estimate #
6/19/2024	1980

Name / Address
Green Briar 1 of citrus hills

Project

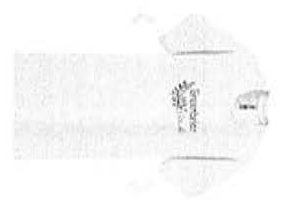
Description	Qty	U/M	Cost	Total
1"x6" - 20' Cedar Weardeck	21		104.00	2,184.00T
Uncoated 1750 pcs Composite Screw SS 10 x 2-3/4	1		376.35	376.35T
2x12 - 10 #1 CCA .60	6		29.70	178.20T
2x4 - 16 #1 Prime CA-C GC	4		12.32	49.28T
2x2-36" balrest bundles of 16	24	ea	1.875	45.00T
4x4 - 8 #1 CCA .60	8		15.92	127.36T
Citrus County Sales Tax			6.00%	177.61
			Total	\$3,137.80

Customer Signature _____

Phone #
352-628-1400



RUSH
ORDER
TEES



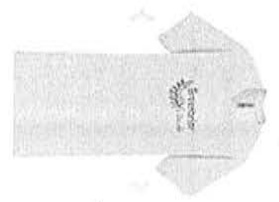
Gildan Ultra Cotton T-Shirt
Safety Green
1 item at 28.94 each

28.94

Free Delivery - Estimated Jun 24 - Jun 27
9 - 12 Business Days

L-1
Edit Size | C Add Another Color | Remove

June 13, Thu
Guaranteed 2 Business Days
+11.33 each



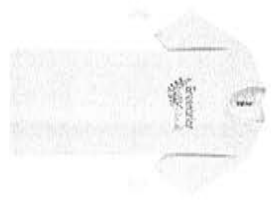
Gildan Ultra Cotton T-Shirt
Gold
1 item at 28.94 each

28.94

June 14, Fri
Guaranteed 3 Business Days
+10.12 each

L-1
Edit Size | C Add Another Color | Remove

June 17, Mon
Guaranteed 4 Business Days
+9.55 each



Gildan Ultra Cotton T-Shirt
Daisy
1 item at 28.94 each

28.94

Show More Delivery Options

L-1
Edit Size | C Add Another Color | Remove

June 18, Tue
+8.39 each

Order Summary

INVOICE



Bill To

Geri Bond
(352) 228-3901

Citrus Gutter Pros LLC

Inverness, FL 34452
Phone: (352) 201-6991
Email: citrusgutterprosllc@gmail.com
Web: citrusgutterprosllc.com

Payment terms Due upon receipt
Invoice # 25
Date 06/28/2024

Description

Diamond Gutter Guard (Black)

Subject: Request for Price Adjustment for Gutter Guard Services

Dear Geri Bond,

I hope this message finds you well. I am writing to formally request an adjustment in the pricing of our gutter guard services for the current project at Greenbriar of Citrus Hills. The proposed increase is from the discounted rate of \$2.59 per foot to \$3.59 per foot, reflecting a necessary adjustment of \$1 per foot.

I understand that this adjustment may come as unexpected, and I want to assure you that it is driven by several unforeseen challenges that have arisen during the course of the project:

- 1. Additional Labor Costs:** The complexity and risks involved in our work necessitate the hiring of a dedicated helper at a rate of \$20-\$25 per hour. This cost is essential to ensure safety and productivity on site, particularly under challenging conditions such as extreme heat.
- 2. Quality Assurance:** Addressing previous craftsmanship errors, including the need to re-pitch sections of gutters for proper flow, is crucial to delivering high-quality results. This requires additional time and effort during the project.
- 3. Gutter Hanger Adjustments:** Incorrect placement of gutter hangers by a previous contractor has necessitated their removal and reinstallation at the correct height. This unexpected task has significantly extended project timelines.
- 4. Equipment Rental:** To facilitate safe and efficient completion of the project, including addressing elevated sections, I will need to rent a 50ft boom lift. Opting for weekly rental allows us to maximize efficiency and includes a veteran discount.

5. Material Wastage: Additional materials are required due to unavoidable wastage, ensuring that we can complete the project without compromising on quality.

Given these factors, the projected completion timeline has extended beyond initial estimates, from approximately 9-10 days to 14 days with the assistance of a helper and specialized equipment.

The previous invoice covered materials and initial labor costs, and the requested adjustment of \$6,880 for labor, materials, and equipment is necessary to successfully complete the project to the highest standards. I anticipate that the remaining amount of \$8,033.46 will be invoiced upon project completion.

I am committed to transparency and open dialogue regarding this adjustment request. If you have any concerns or would like to discuss this further, I am available to meet in person at your convenience.

I appreciate Gio's collaboration and support throughout this project and look forward to resolving any issues promptly. Attached for your reference is an image illustrating some of the challenges encountered with the existing gutters, underscoring the necessity of addressing these issues to ensure long-term functionality and aesthetics.

Thank you for your attention to this matter. I am dedicated to delivering exceptional service and maintaining the integrity of your property at Greenbriar of Citrus Hills.

Lloyd McManus
Citrus Gutter Pros LLC



Subtotal	\$6,880.00
Total	\$6,880.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

Geri Bond

Gerri Bond

From: Melinda McCullough <mindymcc@tampabay.rr.com>
Sent: Saturday, July 20, 2024 9:57 PM
To: Gerri Bond
Subject: New Storm Door - Need Approval Please
Attachments: ANDERSEN Storm Door.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Gerri,

I am attaching the brochure for the storm door that I would like to purchase from Home Depot to replace the damaged storm door that is currently on my front door. I will be buying the bronze or black 3000 series door with a bronze or nickel traditional handle and plan to have someone from Home Depot install it. I would appreciate you submitting it to the board for approval as soon as possible. Thank you very much!

Melinda McCullough
370 E Glassboro Ct Apt 2B
Hernando, FL 34442
352-634-4243

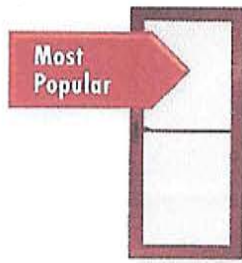


STORM AND SCREEN DOORS



**MAKE AN ENTRANCE.
STYLE. FUNCTION. DURABILITY.**

FULL VIEW SELF-STORING RETRACTABLE



	3000 SERIES	2000 SERIES
INSTALLATION SYSTEM		
VENTILATION	Retractable screen vents from the top	
OPERATION	One-handed retractable insect screen conveniently rolls out of view when not in use	
DOOR COLOR OPTIONS		
HANDLE SET FINISH OPTIONS	<p>MODERN </p> <p>TRADITIONAL </p>	<p>CLASSIC </p>
SIZING	Standard or Custom Sizes	Standard Sizes
CLOSERS	Single with Bottom Push-Button	
WEATHERSTRIP	Double	Single
GLASS OPTIONS	Clear Low-E Decorative	Clear
MATERIALS	1 1/2" Thick Aluminum Frame	1 1/4" Thick Aluminum Frame